



# Serious about Safe Business?

Workplace Health and Safety Queensland

Invitation to Workshop

## Free business workshop - Managing for Safety TOOLS AND TECHNIQUES

Workplace Health and Safety Queensland are offering a **free** safety workshop for small and medium size businesses in Cairns.

The workshop is aimed at small and medium size businesses that are looking for additional tools and techniques to help them improve their safety management system.

The workshop will be practical, allowing participants the opportunity to provide input and discuss safety issues present in their own business.

The workshop will run for 5 hours and morning tea and lunch will be provided. The topics that will be addressed include:

- Developing skills to assess the content of existing health and safety systems
- WHS tools, templates, and techniques that are easy to use and implement
- How to build a customised system specific to your workplace's needs

This workshop is ideal for small and medium size businesses that have attended the 'Managing for safety – Getting started' workshop or already have some safety management systems in place.

Morning tea and lunch will be supplied.

**It is NOT suitable for large businesses OR for businesses with well developed WHS systems.**

### Registration form

You can register for this workshop by visiting [www.worksafe.qld.gov.au](http://www.worksafe.qld.gov.au) and clicking on 'Business' and then selecting 'Small Business' from the drop down list. Alternatively you can call Workplace Health and Safety Queensland on 47607986 or fax this form to 47607959. **Register early as numbers are limited to 10 participants.**

<b>Cairns Workshop</b>
<b>Date: Thursday, 18 February 2010</b>
<b>Time: 9:30am 2:30pm</b>
<b>Address: Workplace Health &amp; Safety Queensland Office 10-12 McLeod Street CAIRNS</b>
<b>RSVP: 15 February 2010</b>

If you cannot attend the above date, contact the Small Business team on [safesmallbusiness@justice.qld.gov.au](mailto:safesmallbusiness@justice.qld.gov.au) to discuss the possibility of conducting a workshop with business operators in your area.

First name:.....Surname.....  
 Organisation: .....Position:.....  
 Address: .....  
 Postcode.....Phone:.....Email:.....