



BSBWHS411 - Implement and monitor WHS policies, procedures and programs (Release 1)

BSBWHS414 - Contribute to WHS risk management (Release 1)

Statutory Supervisor Course Overview

Course at a glance: Step up with confidence. This three-day course is built for current and aspiring supervisors in the Western Australian mining industry who want to lead safely, make sound decisions under pressure and protect the people they are responsible for. It combines nationally recognised training with practical, workplace-focused activities to build the WHS and risk management skills needed to supervise people, work activities and changing risk conditions on site.

This is not a sit-and-listen course. Through hands-on activities, students apply the requirements of both units to realistic mining workplace situations, including hazard identification, risk assessment, implementation and monitoring of risk controls, consultation, incident reporting and WHS record keeping.

Every activity is pitched at **supervisor level**. Students work through realistic scenarios and practical exercises that mirror the decisions supervisors face every shift: communicating with workers, monitoring controls, responding to emerging safety issues, making sound supervisory decisions and knowing when to escalate. The result is learning students can take straight back to their own area of responsibility.

Training is delivered by qualified trainers and assessors using current WHS legislation and industry information, with support available from enrolment through to completion. Students also take home complimentary hard copies of the Work Health and Safety Act 2020 and Work Health and Safety (Mines) Regulations 2022 to use as a practical reference back on site.

The course is delivered over **three consecutive days** and includes a knowledge assessment and a practical project assessment (see Assessment).

Successful students receive a nationally recognised **Statement of Attainment** (see Outcomes).

Course Contents

WHS Legislation and Statutory Supervision

- Overview of statutory supervision in Western Australian mining
- Relevant provisions of the Work Health and Safety Act 2020 and Work Health and Safety (Mines) Regulations 2022
- Accessing workplace and external WHS information and data

Roles, Responsibilities and Organisational Requirements

- Identifying duty holders and their roles and responsibilities
- Organisational WHS policies, procedures, programs and systems
- Supervisor responsibilities for implementing and monitoring WHS in the work area

Communication, Consultation and WHS Training

- Communicating WHS laws, policies, procedures, hazards and risk control outcomes to the work team
- Applying consultation mechanisms and managing WHS issues raised
- Identifying team WHS training needs and arranging workplace learning

Hazard Identification and Risk Assessment

- Selecting and using hazard identification tools and techniques
- Identifying, reporting and documenting hazards in the work area
- Assessing who is at risk and the likelihood and severity of harm
- Documenting and communicating risk assessment outcomes

Risk Controls

- Selecting and implementing controls using the hierarchy of control measures
- Documenting and communicating agreed risk controls
- Identifying and reporting inadequate controls and monitoring the response

Monitoring and Evaluating Risk Controls

- Requirements for the ongoing effectiveness of risk controls
- Measures for evaluating risk controls
- Preparing and presenting a plan for monitoring risk controls

WHS Records and Incident Reporting

- Completing and maintaining records of workplace incidents, injury and disease
- Using work-area data to meet organisational recordkeeping requirements
- Reporting and follow-up procedures

Outcomes

Successful students will receive a nationally recognised Statement of Attainment for BSBWHS411 Implement and monitor WHS policies, procedures and programs and BSBWHS414 Contribute to WHS risk management.

These units are approved WHS risk management units under Schedule 26 of the Work Health and Safety (Mines) Regulations 2022 (WA). They do not by themselves qualify a person for appointment as a Statutory Supervisor; experience, appointment and statutory examination requirements also apply.

Assessment

Students will be assessed through two components: a knowledge assessment and a practical project assessment.

1. Knowledge Assessment

A set of generic and workplace questions testing the student's knowledge and understanding of the theory behind both units.

2. Practical Project Assessment

A set of tasks or activities completed according to set instructions and guidelines to meet the requirements of both units. These tasks require access to a workplace or suitable workplace-like environment and relevant workplace WHS documentation.

Duration

Three consecutive days, 8:30 am to 4:00 pm AWST.

Pre-requisites

Formal unit prerequisites: Nil. However, students must meet the participation, LLND, resource and workplace-access requirements outlined in this course outline.

Pre-enrolment Information

Before enrolling or paying any fees, prospective students should take time to confirm that this course is right for them. Students should review the delivery, assessment, workplace-access and resource requirements outlined in this document, and read the ATI-Mirage policies, Student Handbook and Fees and Charges Schedule linked below.

Students must also complete the pre-enrolment steps outlined below, including the LLND assessment and learning support review.

Delivery and scheduling

- Scheduled public courses are delivered in person at Level 1, Cloisters, 863 Hay Street, Perth WA 6000. Customised delivery at a workplace may be available by prior arrangement.
- ATI-Mirage delivers all training and assessment and remains responsible for it. eSkilled provides the learning management system platform only. If ATI-Mirage confirms that a virtual-classroom component is required, Zoom or Microsoft Teams may be used.
- Available commencement dates and booking options are published on the **Statutory Supervisor Course in Perth | AQF4** page.

Fees and funding

- The published course fee is \$1,145.00 per person and includes training materials, refreshments for in-person attendance, assessments, support and two attempts at each assessment. Complimentary hard-copy take-home resource materials, including the Work Health and Safety Act 2020 and Work Health and Safety (Mines) Regulations 2022, are included at no additional cost.
- Additional charges may apply for reassessment beyond the two included attempts, cancellation, rescheduling, Recognition of Prior Learning or reissuing certification documents, as set out in the current Fees and Charges Schedule.

- Government funding, subsidies or training entitlements are not currently available for this course. The published course fee is payable by the student or their employer/client, as applicable.

Enrolment requirements

- A valid Unique Student Identifier (USI) is required for nationally recognised training. Creating a USI is free; students can create or locate their USI through the **official USI service**.
- Before enrolling, students should consider whether the course suits their existing skills, experience and intended employment or statutory-position requirements. Completing these units alone does not qualify a person for appointment as a Statutory Supervisor (see Outcomes).
- Before enrolment, students must complete a language, literacy, numeracy and digital (LLND) assessment and are asked to complete a pre-enrolment and learning support review. ATI-Mirage uses the results to confirm course suitability and to arrange any learning support, reasonable adjustment, assistive technology or equipment needed before the course starts, without compromising the integrity of either unit of competency.
- Students who have completed equivalent prior study may apply for credit transfer by providing their Statement of Attainment or USI transcript. Recognition of Prior Learning (RPL) may also be available following assessment of relevant prior learning and experience; charges apply as set out in the Fees and Charges Schedule. Credit transfer and RPL should be discussed with ATI-Mirage before enrolment.

Policies, fees and student support

Before enrolment or payment, students must review the **ATI-Mirage RTO Policies, Procedures and Forms** page. It provides access to the current Student Handbook, policies and procedures, student support information, fees and charges, deferral and course-credit forms, and complaints and appeals information.

The **ATI-Mirage Fees and Charges Schedule 2026** sets out the current course fee, inclusions, payment-related conditions and possible additional charges. Students should confirm the applicable fee and conditions at the time of booking.

Students wishing to withdraw, cancel or defer their enrolment must notify ATI-Mirage. Applicable fees, refund entitlements and processes are set out in the Fees and Charges Schedule and relevant student policies, provided before enrolment. Students may request confidential support relating to study, wellbeing, accessibility, technology, training or personal circumstances through the student support options provided on the ATI-Mirage policies page. Complaints and assessment appeals may be lodged in accordance with ATI-Mirage's published procedures.

Resources and Equipment

To support participation in training and assessment, students must have access to the following resources. Any costs associated with student-supplied items will be communicated before enrolment.

Resources to be supplied by the student

- A laptop or suitable device capable of accessing electronic learning materials and completing assessment documents.
- Reliable internet access and an active email account where online access or electronic submission is required.
- Basic stationery, including a pen and notepad.

- Before commencing the practical project assessment, students must have access to a workplace or suitable workplace-like environment and to relevant organisational WHS policies, procedures, forms and records.
- Any site-specific personal protective equipment required to enter or undertake activities at the student's workplace.
- Any additional resource advised by ATI-Mirage before enrolment.

Resources supplied by ATI-Mirage

- A suitably equipped, safe and accessible training venue, including appropriate seating, amenities and presentation facilities.
- Access to the eSkilled learning management system will be provided for the duration of the course enrolment, including access to relevant learning materials, activities, assessment resources and electronic assessment submission functions.
- A qualified trainer and assessor with access to the current unit requirements and relevant WHS legislation, guidance and industry information.
- Course learning materials, activities, assessment instructions, assessment instruments and required templates.
- Access to suitable presentation, computer and internet facilities when these are required for scheduled classroom activities.
- Suitable examples, case studies and simulated materials needed for training and assessment where workplace evidence is not required.
- Guidance on the safe use of facilities and equipment, and reasonable adjustment to resources or delivery arrangements where required and appropriate, without compromising the unit requirements.
- Information about how to obtain support or report any problem affecting access to required facilities, resources or equipment.

ATI-Mirage will monitor the suitability, safety, accessibility and sufficiency of the facilities, resources and equipment used for this course. Students must advise ATI-Mirage before commencement if they cannot access a required resource. Where a workplace or another third party supplies facilities, resources or equipment, ATI-Mirage will confirm that these are appropriate for the relevant training and assessment activities.

Further Information

Third-party arrangements: ATI-Mirage provides all training and assessment for this course. There are no third-party arrangements for the delivery or assessment of BSBWHS513.

Current statutory-position, eligibility, appointment and examination information is published by the Department of Local Government, Industry Regulation and Safety.

For more information, visit the **Department of Local Government, Industry Regulation and Safety** website.