**Annual OHS Consultant and Safety Management Systems Packages**

These packages are aimed at SME businesses based in Melbourne. (Other locations can access the package with a customised quotation). All parts of the package can also be purchased separately, or varied by request.

**Why select one of these packages?**

If you find it difficult to know how to comply with the 2004 OHS Act and the 2007 Regulations along with Worksafe requirements, these packages are designed to assist you!

**Gold Package - What do you get?**

1. OHS Consultant onsite for 12 days per year. (Could be taken as 24 x ½ days or 12 x full days)
   1. Gap analysis of OHS management systems
   2. Site inspections
   3. Audits
   4. Setting up and running committees or alternative consultation activities
   5. Mentoring of employees involved in managing OHS internally
   6. Phone and email support
   7. Incident investigations as required
   8. Quarterly OHS newsletters for staff
2. Ongoing review and or development of OHS management system
   1. OHS policy and procedures
   2. Forms
3. Online learning and internet space
   1. Development of customised online induction
   2. Space to host OHS Management systems with password protected access for all workers (staff and contractors) as required
   3. Online reporting (incidents, hazards, inspections etc)
   4. Training for your staff to administer the online space once initially set up if required
4. Planning and Performance reporting
   1. Development of an Annual OHS Action Plan
   2. Annual and Quarterly OHS Performance Reports
5. Training
   1. Up to 15 hours of staff training. This could include (but is not limited to)
      1. Behaviours awareness
      2. OHS Committee training
      3. OHS for Senior Officers

**What does it cost?**

You can select either a monthly or annual subscription fee

Annual fee: $30,000 or Monthly fee: $2,500

**Silver Package - What do you get?**

1. OHS Consultant onsite for 6 days per year. (Could be taken as 12 x ½ days or 6 x full days)
   1. Gap analysis of OHS management systems
   2. Site inspections
   3. Mentoring of employees involved in managing OHS internally
2. Review and or development of OHS management system
   1. OHS policy and procedures
   2. Forms
3. Online learning and internet space
   1. Development of customised online induction
   2. Space to host OHS Management systems with password protected access for all workers as required
   3. Online reporting (incidents, hazards, inspections etc)
   4. Training for your staff to administer the online space once initially set up if required
4. Planning and Performance reporting
   1. Development of an Annual OHS Action Plan
   2. Annual OHS Performance Reports
5. Training
   1. Up to 5 hours of staff training. This could include (but is not limited to)
      1. Behaviours awareness
      2. OHS Committee training
      3. OHS for Senior Officers

**What does it cost?**

You can select either a monthly or annual subscription fee

Annual fee: $24,000 or Monthly fee: $2,000

