

Development of an OHS Learning System

Form a project team consisting of an OHS professional from each major business unit, at least one operational supervisor and a manager with some clout, the manager is the Champion of the change process.

Carry out a force-field analysis with the project team. It would be best if this was done with the whole project team in one central location. This will identify the project steps to go into a Project Plan.

Note

There are costs involved in getting project team members together. Benefits can be maximised by piloting with the project team members an abbreviated version of a 2 day "Train-the-Trainer course on the same day as the force-field analysis.

A group of 2 or 3 project team members prepare a project plan which is sent to other project team members and management for comment and approval

Proceed to implement the project plan

Suggested steps that will go in the project plan-

Identify & cost existing learning.

Do a learning needs analysis, be careful to ensure that learning, not another fix, is the best solution. Consider a pilot process of doing a learning needs analysis and development of an appropriate learning response with the OHS staff.

Look at National competencies and legislation

Develop a 2 day Train-the-Trainer course for safety people and others carrying out safety learning

Develop a matrix of recommended and mandatory learning for all levels of personnel

Develop a communications plan in association with communications professionals in order to spread the word.

Develop a system whereby supervisors have to follow-up with learners

Reinforce the learning section of the performance appraisal process

Discussion with workers and their supervisors on preferred and effective means of learning

Discussion with learning providers on developing required learning programs

Need to consider a mix of self-paced, facilitated and computer-aided is used.

Need to train assessors

Despite its limitations the Cert. IV Workplace Training & Assessment should be the minimum qualification for those delivering safety learning.

