## OHS Training Requirements Matrix

**Mandatory where relevant to the work/study/role**

This training is not offered by Monash University. Evidence of completion through an RTO (Registered Training Organisation) should be forwarded to Talent Development (HR).

This course has pre-requisite requirements.

For a definition of when a task requires risk assessment please see section 2 of the OHS Risk Management Procedure.

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### Inductions

<table>
<thead>
<tr>
<th>Staff</th>
<th>Inductions</th>
<th>Managing Health &amp; Safety in the Workplace</th>
<th>Safety Principles Training</th>
<th>Risk Assessment Training</th>
<th>First Aid and Emergency Response</th>
<th>OHS for Safety Officers</th>
<th>OHS for Managers &amp; Supervisors</th>
<th>OHS Committee Chairs</th>
<th>Safety Officer (Biosafety)</th>
<th>Safety Officer (Laser)</th>
<th>ChemWatch Administrator</th>
<th>Employee Reps</th>
<th>Health &amp; Safety Representatives (including Deputy)</th>
<th>Emergency Roles</th>
<th>Responsible Officer: Health, Safety and Wellbeing Manager</th>
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<tbody>
<tr>
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</tbody>
</table>

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### Responsibilities

- **ALL STAFF**
- **Students**
  - Undergraduate Students (excluding Honours Students)
  - FYP Students
  - Postgraduate Students
  - Contractors (including contracted cleaning staff)
  - All students involved in managing events

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### Date of last review: May 2022

### Date of next review: 2025

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Note: Trained First Aiders must be nominated to carry out this role.

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**Disclaimer:**
- The information in this matrix is correct at the time of publication.
- Changes to the matrix may occur.
- The matrix is not exhaustive and may require additional training as noted.
- Training and/or refresher training is required for employees who work in all areas of the workplace.
- It is the responsibility of each individual to ensure that they are aware of the training requirements for their role.
- The matrix is not intended to replace the individual's training records.
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