

# Construction Induction (White card)

Version: 5.6

## DESCRIPTION

The course will provide the necessary knowledge of the mandatory work health and safety requirements prior to undertaking construction work.

This training meets the general construction induction training requirements of:

- Part 1.1 Definitions and Part 6.5 of the Model Work Health and Safety Regulations 2023.
- Division 11 of Part 3 of the Occupational Safety and Health Regulations 1996 for Western Australia; and
- Division 3 of Part 5.1 of the Occupational Health and Safety Regulations 2017 for Victoria.

This training does not displace site-specific induction training that will be conducted prior to conducting construction work.

## AUDIENCE

This course is designed for new entrants undertaking construction work on Metro Trains Melbourne (MTM) Metropolitan Rail Network Project sites.

As per WorkSafe Victoria requirements, a basic understanding of reading and writing of English is required.

## COURSE OBJECTIVES

This course will give participants the knowledge and skills to:

- Identify types of Construction / High risk Construction work
- Understand High risk licences requirements
- Understand Broader OHS framework
- Understand Legislative Requirements
- Understand Principles of Risk Management
- Duties of employers and employees
- Identify Construction Hazards
- Identify and understand Safety signage
- Identify Fire equipment

## DURATION

One day

## DELIVERY MODE

Face-to-face

## ASSESSMENT METHODS

Knowledge

Practical

## PERSONAL PROTECTIVE EQUIPMENT (PPE) REQUIREMENTS

Participants **MUST** bring the following items on the day of training:



Steel capped, lace up boots with ankle support



Full length trousers



Long sleeve shirt



Rail Approved Orange Hi-Vis Vest

May bring or will be provided:



Eye protection



Hard hat



Ear protection

**Participant cannot commence training without PPE.**

## PROOF OF IDENTITY REQUIREMENTS

Participants are required to produce a valid Identification document (ID) on the day of training.

A combination of the following is considered a valid ID document:

- At least one document from Category A or Category B that includes your photo and signature
- At least one document that shows your current address

### Category A documents

- Australian passport – current or expired less than 2 years ago
- Australian birth certificate
- Australian citizenship certificate
- Foreign passport – must be current

### Category B documents

- Current driver licence
- Australian Public Service employee ID card with photo
- Other Australian government issue ID card with photo

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- Tertiary student ID card with photo

## Category C documents

- Credit/debit/ATM card – maximum of one card from any one financial institution
- Medicare card
- Utility bill or rate notice, for example water rates, council rates, electricity or gas; must be less than 12 months old
- Statement from a financial institution where you have held the account for at least one year
- Centrelink or pension card

## METRO ACADEMY PREREQUISITES

Participant MUST be 18+ years of age

## METRO ACADEMY PREREQUISITE VERIFICATION

Approved photo ID MUST be sighted on day of attendance.

## COURSE COMPLETION

Participants who successfully complete all requirements of this course will be awarded a Statement of Attainment (SoA) for the following nationally recognised unit of competency:

**CPCWHS1001** Prepare to work safely in the construction industry

SoA will be issued via email on the day of completion of the program, once the requirements of Compliance Check have been met. The SoA is valid for 60 days to use as evidence to enter and work on a construction site.

Metro Academy will apply to WorkSafe for accreditation on participant's behalf and typically the card will arrive in the mail approximately two weeks after completing the course.

A Construction Induction (White card) will be issued by [WorkSafe Victoria](#) upon successful completion of the course usually within fourteen (14) business days.

## RIW CERTIFICATE UPLOADS

Metro Academy will upload the participant's certificate to the [RIW](#) database\*.

To prevent delay, the participants 'The Platform' profile MUST contain current email address, contact number, RIW number, date of birth and the RIW card must also be valid.

Uploads will be completed by Metro Academy, normally within two (2) business days of SoA being issued.

\* Participant MUST have existing RIW profile on day of course

## INFORMATION/BOOKINGS

This course closes one (1) business day prior to scheduled class attendance. Please contact Metro Academy if you have an urgent need to attend a closed course.



[The Platform](#)



<https://www.metrotrains.com.au/academy/>



[metroacademy@metrotrains.com.au](mailto:metroacademy@metrotrains.com.au)



03 9610 3701

## VENUE

Please check your email confirmation of booking as this course may be scheduled at the following locations.



[Metro Academy](#)

[42–50 Bakehouse Road, Kensington, VIC 3031](#)

or



[Rail Academy Newport \(RAN\)](#)

[Shea Street, Newport VIC 3015](#)

All access to the RAN is via Shea Street, off Champion Road.

Pedestrian access is not available directly to the RAN from Newport Railway Station.

## FEES

\$345 (GST does not apply)