



Site Safety Services
Machinery Training | VOC | WHS
0418 748 339

Information Sheet On-site Training Venue Requirements



On-site training is a fantastic way to reduce downtime and help your workers learn in a familiar environment.



In order for us to effectively train your workers on site, there are a few basic requirements.

Training room

Please provide a suitable training room with the required number of tables and chairs, electricity for laptop and projector, and if possible a screen or blank wall to project images onto.



Plant and equipment

It is important that any machinery / equipment required in a course;

- Is in serviceable condition – free of faults and defects
- Is compliant – has legible data plates, seat belt, warning devices, gas certification etc. (As applicable)
- Is correct for the application. (You may need a Boom lift, Scissor lift and a Vertical lift available if those types of EWP are being assessed)
- Suits the requirements for Work at Heights / Confined Space Entry
- Is the correct capacity e.g. a Boom lift 11M+ cannot be used for a Yellow card course, nor can a Boom lift <11M be used for a “WP” High Risk Work licence.
- Has a readable Operator Manual present (If applicable)
- Pallet racking is rated and certified (If applicable)
- Lifting equipment is in current test date (If applicable)
- Fall arrest harness/lanyard for any Boom lift training (with current inspection tag)



Training area

A clear operating area with sufficient space will be required for most training.

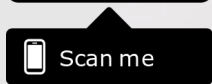
A suitable training area should;

- Have adequate lighting in the operating area
- Be able to be isolated from nearby equipment and workers
- Have a suitable ground surface and suitable load-bearing capacity
- As much as possible be free of dangerous overhead and underground services
- Have safe access and egress to the area



Unsure?

Feel free to contact us if you need some advice or have any questions. We look forward to working with you.



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