



# Contractor & Consultant Safety Obligations

All independent contractors and consultants must comply with the Occupational Health & Safety Act 2004 (Vic), Work Health & Safety Act (Tas) 2012, Occupational Health & Safety Regulations 2017 (Vic) and Work Health & Safety Regulations (Tas) 2012.

# Contractor & Consultant Safety Obligations

The UCA is committed to maintaining a safe workplace through the introduction of an Online Contractor & Consultant Induction platform called Linksafe.

To prepare for the Online Safety Induction, all persons must have their industry or professional registration and/or licences, insurances and a driver licence or other persona identification. All persons working directly with children must have their Working with Children Check (WWC) - Victoria or Working with Vulnerable People (WWVP) - Tasmania. These must remain valid on check-in at Church property in order to proceed.

A contractor or consultant must be pre-qualified to the digital platform to be able to receive a link to the Online Safety Induction. Contractors and consultants will be responsible for ensuring all workers and sub-contractors complete the induction before attending any Church site.

The contractor or consultant must provide training and directives to their employees and sub-contractors to establish and maintain a safe workplace, as far as reasonably practicable.

Report any incident, even if no one is injured, to: Synod Safety Officer Elnura Dulakovic.  
t: 0416 319 162  
e: [synodohs@victas.uca.org.au](mailto:synodohs@victas.uca.org.au)

1



**Before arriving** at Church property, all builders, contractors, tradespersons and consultants must be pre-qualified and have completed the Online Safety Induction.

2



**On arrival** at Church property, all builders, contractors, tradespersons and consultants must sign in using the Linksafe QR code to confirm their induction.

3



**All builders, contractors, tradespersons and consultants** must present their proof of induction on their mobile phone to the local Church representative who will advise of the emergency evacuation plan.

4



**The Church representative** must offer a contact name and phone number. All incidents must be reported, even if no one is injured.

5



**Builders, contractors and tradespersons** must isolate their work from all persons who are not part of their work team. This can be achieved with barriers or bollards and externally by temporary fencing.

6



**Builders, contractors and tradespersons** must review the Church property asbestos register before starting any construction work.

**Property Services** Level 2, 130 Lonsdale St, Melbourne, 3000  
t: (03) 9116 1400 e: [property@victas.uca.org.au](mailto:property@victas.uca.org.au) w: [victas.uca.org.au](http://victas.uca.org.au)



Mission Resourcing Unit

Property Services



Uniting Church in Australia  
SYNOD OF VICTORIA AND TASMANIA