



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.

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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

t: (03) 9116 1994 / 0458 591 507 e: 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 w: victas.uca.org.au



Mission Resourcing Unit

Property Services



Uniting Church in Australia
SYNOD OF VICTORIA AND TASMANIA