



Managing  
WHS

national safe work month  
2022

# Health and safety representatives

Health and safety representatives (HSRs) play an important role in representing workers on health and safety and bringing issues to the attention of the person conducting a business or undertaking (PCBU).

## THE ROLE OF HSRs

HSRs are workers who:

- represent other workers in their work group on health and safety matters
- monitor how the PCBU is meeting their WHS duties
- investigate WHS complaints from workers
- inquire into WHS risks to workers, and
- in some circumstances, direct unsafe work to cease or issue a provisional improvement notice.

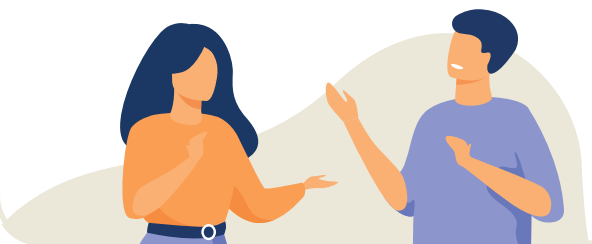
It is up to HSRs to decide if, and when they exercise their powers and perform their functions. HSRs are not responsible for fixing problems.



## DUTIES OF PCBUs

PCBUs have a duty to assist HSRs to perform their functions. This includes:

- providing access to the workplace, resources, paid time, facilities and assistance to HSRs
- consulting with HSRs on work health and safety matters
- sharing information with HSRs about hazards, risks and the health and safety of workers (de-identified information unless worker consents)
- providing HSRs paid time off work to attend HSR training and paying costs
- displaying the list of HSRs in an accessible place, and
- allowing HSRs to accompany an inspector during workplace inspections and attend interviews between workers and the PCBU or an inspector (with worker consent).



## HOW HSRs ARE ELECTED

It is **not mandatory** for a business or undertaking to have an HSR, unless requested by workers.

If a worker makes this request, a work group or groups must be negotiated. HSRs and any deputy HSRs are then elected by workers in the work group they will represent.

A PCBU **must** provide any resources and assistance to facilitate the election. Workers may seek the assistance of a union or other organisation to help with the election.

## Further advice

[safeworkaustralia.gov.au/safety-topic/managing-health-and-safety/consultation](https://safeworkaustralia.gov.au/safety-topic/managing-health-and-safety/consultation)

If you need help, please contact your [work health and safety regulator](#).



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[safeworkmonth.swa.gov.au](https://safeworkmonth.swa.gov.au)  
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