

Research Report

WHS Legislation provides direction on the measures that must be adopted in the workplace, in order to ensure the safety of workers and visitors. An understanding of WHS Legislation is vital for all workers, at all levels of an organisation. Even more important is the development of understanding of how Legislation is applied in a workplace

1. Obtain and review an electronic copy of the current version of WHS Legislation for your State/Territory. Identify 1 suitable Section or Clause in the Legislation, containing information that should/could be applied in your workplace (Discuss with your lecturer if you do not have access to a workplace) .
2. Write a report on the section of the WHS Legislation you have selected.
 - a. In the introduction of the report, you must provide an exact copy of the Section or Clause of the Legislation you have selected, clearly stating the Section/Clause number. The quoted Section or Clause must be fully and correctly referenced using the CDU Harvard referencing system.
 - b. In the report, you must discuss the following aspects:
 - What this Section or Clause means to your workplace.
 - How this Section or Clause could/should be applied in your workplace, including a list of actions that would need to be taken in order to ensure compliance with the Section or Clause of the Act. (HINT: The list of actions could be the recommendations of the report).
3. Your report must provide detail on *how* you will implement these changes in the workplace, including a discussion on at least 2 advantages or improvements to the workplace that would result from implementing these actions. In addition, you must also include a discussion on at least 2 issues or constraints that might impact on implementing these actions. You may present this part of your report as a PowerPoint presentation, by preparing slides with notes as an Annex to your main report (as detailed in Activity 2 above).
4. Your report must provide detail on how this Section or Clause of the Act will impact on your workplace team, including a discussion on at least 2 issues or constraints that you (as team leader) will need to overcome in order to ensure compliance. You must discuss the strategies you will use to overcome these issues or constraints within your team. You must also describe how you will monitor the implementation of the changes identified in your recommendations.

Marking Guide

Aspect	Satisfactory/ Unsatisfactory	Comments
All Students		
1. Copy of Legislation		
• Relevant		
• Cited		
• Referenced		
2. Meaning in the workplace		
• Accurate		
• Relevant		
3. Actions		
• Practical		
• Relevant		
• Detailed		
• Listed in Recommendations		
4. Format		
• Spelling/Grammar		
• Layout		
• Graphics (if used)		
• Logical sequence/discussion		
• Relevant conclusions		
• Professional presentation		
5. Length of report		
• Approximately 1500 words		
Details of implementation strategy		
Advantages/Improvements		
Issues/Constraints		
Describe issues/constraints		
Strategies to overcome issues/constraints		
Monitoring strategies		