# Work Safe Smart Move Certificate completion

To get competency in the OH & S unit you are to complete the following Smart Move - Workplace Certificates (General – Building & Construction, Electrical & Metals & Engineering)

To obtain the certificates, you need to log onto a computer that has Internet access and type in the following path,

https://smartmove.safetyline.wa.gov.au/certificate/

Once you have done this you might have to sign in or register (If not completed beforehand)







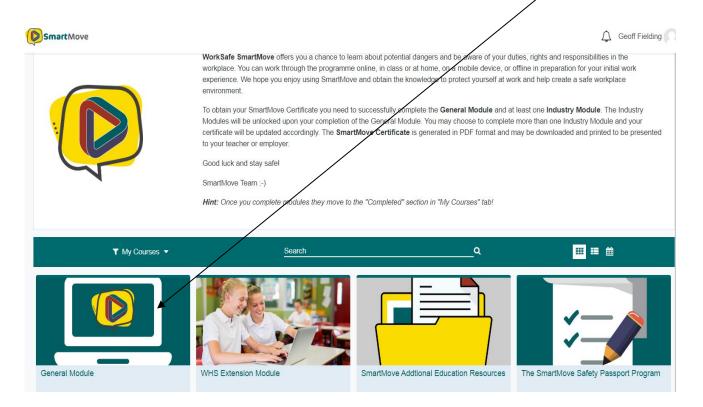


#### SmartMove Certificate

After the General Module and an Industry Module quiz are successfully completed, a downloadable and printable certificate will be available. More than one Industry Modules can be attempted. The Completion Certificate will be generated and stored on your SmartMove account. When you login to your account, you can access your Completion Certificate at any time.



This brings the following page up, Click onto the TILE picture: **General Module** 



## **Click on this**



## General Module.

#### Complete the following reading before attempting the questions

- What is Work Health & Safety?
- Duty of Care
- Health & Safety Representative
- SAM
- The Top 7 Hazards at Work
- Protect Yourself & Information on Workplace Signage
- Speak Up: Dangerous Work
- How to Solve a Problem
- Bullying Beware
- Red Alert! Handling Emergencies

# Complete the module and the assessment. (Note you do not get a Certificate for this module)

When completion of the <u>General module</u> has been achieved continue with working through these modules for the (*Building & Construction, Electrical & Metals & Engineering*).

#### **Building & Construction**

Safe Work Method Statement/JSA Electricity Slips, Trips & Falls Hazardous Substances Machinery & Equipment Manual Tasks Noise

Working Safely
Residual Current Devices
Lock, Isolate & Tag
Hazardous Substances
PPE & Clothing

# Metals & Engineering

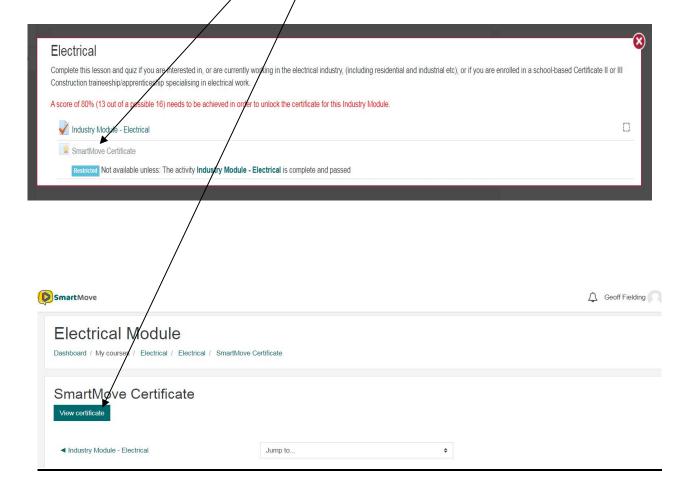
Sunburn & Heat Stress

Electricity
Forklifts
Hazardous Substances
Manual Tasks
Mechanical Equipment
Noise
Slips, Trips & Falls
Welding

When completed and have achieved 100% for each module print out your certificate.

To print out the Electrical Smart Move certificate click on the ICON for the module completed.

- · Click on this icon.
- Follow the prompts to print the certificate ( you might have to ask the lecturer which printer to use)



This is the print view for the Electrical Smart Move Certificate.



When you have completed all the modules and printed off the certificates bring them to your lecturer.