WorkPro Health & Safety Modules

Step-by-step instructions

These modules **must be completed before attending site**.

If you have worked for us previously, you do **not** need to complete the modules again unless they have expired. Please note, WorkPro modules expire every **2 years**.

If you experience any issues logging in or completing the modules, please contact **WorkPro Support on 1300 975 776**.
Your **token code** can be found in the WorkPro email sent to you.

Please read and follow the steps below carefully to ensure your certificate is completed correctly and sent back to us.

Getting started

1. Open the email from **no-reply@workpro.com.au**

2. Click the link in the email

3. Select **Register**

4. Enter your details and create a password

5. Click **Sign up**

6. Enter your **token code** under *Start a new session* and click **Continue**

7. Click **Start now** under *Welcome! You have 3 tasks to complete*

Fair Work Information Statement

8. Click **View Fair Work Statement**

9. Read the information

10. Scroll to the bottom of the page and select **Yes, I've read the FWIS**

Safety, Discrimination, Harassment & Bullying in On-Hire Work (v7)

11. Click **eLearning** on the left-hand menu

12. Click **Start** next to *Safety, Discrimination, Harassment & Bullying in on-hire work v7*

13. Click **Start course**

14. Read the information, then scroll down and select **Lesson 2 – Introduction**

15. Click through the content and continue to **Lesson 3 – Working in on-hire**

16. Read all pages and select the next lesson at the bottom of each page

17. Answer all questions by clicking the required boxes

18. Once all pages and questions are completed, click **Exit course**

General Trade Safety (v3)

19. Click **Start course** next to *General Trade Safety v3*

20. Click **Start course**

21. Read all information and answer all questions, following the same process as the first module

22. Once completed, click **Exit course** to ensure the certificate is sent back to us