

## ECU Induction Requirements

ECU Staff should register for the relevant induction via the [Staff LMS](#). If the induction is online, you should be automatically emailed a link to complete the induction instantly after registering. If you don't receive a link after registering in the Staff Kiosk or have any other questions about the correct induction to complete, please contact [whs@ecu.edu.au](mailto:whs@ecu.edu.au)

Criteria	Required Training
University workers who work on campus including temporary, fixed term, permanent and casual staff and labour hire workers.	<b>PE038 Work Health and Safety Induction</b> (Complete every two years) *Run Time Estimated 60 minutes*  <b>PE089 Emergency and Evacuation Training</b> (Complete every two years) *Run Time Estimated < 10 minutes*
University workers who work on campus on a casual contract who are anticipated to work less than 150hrs over the course of their contract and adjunct staff who work on campus <i>Note - Should staff work more than 150hrs at ECU they will then be required to undertake the full Health and Safety induction.</i>	<b>PE098 Short Term Work Health and Safety Induction</b> (Complete every two years) *Run Time Estimated 20 minutes*  <b>PE089 Emergency and Evacuation Training</b> (Complete every two years) *Run Time Estimated < 10 minutes*
Higher Degree by Research Students (HDRs) including Doctoral (PhDs) and Masters by Research (MSc) students.	<b>PE038 Work Health and Safety Induction</b> (Complete every two years)  <b>On campus Students only:</b> <b>PE089 Emergency and Evacuation Training</b> (Complete every two years)
Managers and Supervisors including Research Supervisors ( <b>in addition to other induction requirements</b> ).	For staff who have <b>never</b> completed the ML033 OSH for Managers and Supervisors, they need to complete <b>both ML099 Work Health and Safety for Leaders Part 1 (Online) and ML100 Work Health and Safety for Leaders Part 2 (Workshop)</b> .  The ML100 Work Health and Safety for Leaders Part 2 (Workshop) course is a once off face to face workshop available for registration in the Staff LMS.  The ML099 Work Health and Safety for Leaders Part 1 (Online) component must be completed as refresher every two years.
Fire Wardens	<a href="#">PE090 Fire Warden Training</a> (Complete every year)
Contractors and sub-contractors	<a href="#">Campus Access Induction for Contractors</a> (Complete every year)
Consultants	<a href="#">Campus Access Induction for Consultants</a> (Complete every two years)
Visitors	<a href="#">Campus Access Induction for Visitors</a> (Complete every two years)

If you are unsure of your current completion status of any of the above online inductions, you may check your progress on the [Staff LMS](#).