

NOTICE OF ENTRY

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|-----------------------------------|--|--------------|--|-----------|--|
| Full name of entry permit holder: | | | | | |
| Name of union represented: | | | | | |
| Name of workplace being entered: | | | | | |
| Lot/street No: | | Street name: | | | |
| Suburb: | | State: | | Postcode: | |
| Date of entry or proposed* entry: | | | | | |

***For entry under section 120 or 121: 24 hours – 14 days notice must be given**

Purpose of entry:

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| Section 117 | To inquire into a suspected contravention of the WHS Act. | <input type="checkbox"/> |
| Section 120 | To inspect employee records held by the relevant PCBU or employee records and other documents held by another person that are directly relevant to a suspected contravention of the WHS Act. | <input type="checkbox"/> |
| Section 121 | To consult and advise relevant workers on health and safety matters. | <input type="checkbox"/> |

Additional – for entry under **sections 117 and 120**

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| Details of the suspected contravention to which this notice relates: <i>(e.g. what are the concerns, how do they contravene the WHS Act and what area of the workplace is affected)</i> |
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Additional – for entry under **section 120** to inspect employee records held by the relevant PCBU and documents held by another person

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| List of the employee records or other documents directly relevant to the suspected contravention which are proposed to be inspected: |
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Declaration:

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| Any entry: | |
| The above union is entitled to represent the industrial interests of relevant worker/s at this workplace who are or are eligible to be a member of the union. | <input type="checkbox"/> |
| The provision in the union's rules that entitles the union to represent the industrial interests of these worker/s is: | |
| Entry under Sections 117 and 120 only: | |
| The suspected contravention relates to worker/s that the union is entitled to represent. | <input type="checkbox"/> |
| Entry under Section 120 only: | |
| The records or other documents proposed to be inspected relate to worker/s the union is entitled to represent. | <input type="checkbox"/> |

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| WHS entry permit holder signature: | Date: |
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The legislation provides for civil penalties of up to \$10,000 for individuals and \$50,000 for a body corporate relating to breaches of right of entry laws.