From the Director

Welcome to the 5th Edition of our Health and Safety Newsletter! This year, and for the first time, we are proud to be putting forward 3 of our SHRs for the Worksafe and VC Awards for their innovation and contribution to improving workplace health and safety at Curtin—Well done and we wish you all the best.

In this edition we also look at our Uni wide defibrillator initiative, our new H&S Poster Campaign, and we also have some interesting information on health risks associated with sedentary behaviour. Also take a look at our ‘What’s New?’ section to stay up to date with any new or updated procedures, etc..

Stay safe everyone,
Nelly Gaasdalen

WorkSafe Awards 2013

We are very proud to announce that we have 3 nominations for this years WorkSafe Awards in the category of:

4(a) Best Individual Contribution to Workplace Safety and Health – an employee, such as a Safety and Health Representative (SHR)

The Health & Safety department would like to congratulate the following staff for their nominations in this year’s awards:

Marina Ciccarelli - SHR - Occupational Therapy and Social Work
Marina created a 6 min school specific health and safety information video (iLecture format) for all staff and students to watch at the beginning of semester. OT&SW have improved health and safety performance and other Health Science schools are also now introducing the video.

Glen Lawson - SHR - Imaging and Applied Physics
After many years as a SHR, Glen has changed the scene of health and safety in his school with innovative approaches to managing other SHRs in his area, mentoring, review of his school’s H&S induction booklet, including hazard identification and risk assessments as part of their undergraduate courses, and undertaking a detailed compliance building review and modifications.

Paul Indaimo - SHR - Media, Culture & Creative Art
In his short time in the position as SHR, Paul has made the risk assessment process easier to understand for first year FTV students by adding a ‘question style’ checklist to the Risk Assessment Template; identified and assisted in the redesigning of their stores area; reviewed risk assessment software specific to fieldwork and practicums and implementing emergency procedures for offsite filming.

Health & Safety have also nominated Marina, Glen & Paul for the VC Awards for Excellence and Innovation

Congratulations & Good Luck!!

What’s New?
- Health & Safety Training Calendar
- Workplace Inspection Procedure
- Contractor Safety Prequalification Procedures

Health & Safety Quote

If ‘better’ is possible then ‘good’ is not enough.

Source: http://www.greatexpectations.org

Case Study:
Pre Purchase Risk Assessments
Click here the read more about this Case Study

Health Calendar

1-30 September  Fruit & Veg September
8-14 September  Stay on your feet WA
15 September    World Lymphoma Day
1-31 October    Community Safety Month
17-23 November  Postnatal Depression Week

Cancer Council WA  www.crunchandsip.com.au
Stay on your feet  www.stayonyourfeet.com.au
Leukaemia Foundation www.leukaemia.org.au
Injury Control Council of WA www.iccwa.org.au
BeyondBlue  www.justspeakup.com.au

(Source: Government of Western Australia, Department of Health)
**First Aid Update**

Unsure how many First Aid Officers you require for your building or how many first aid kits are needed within your area? Contact your SHR and/or manager to complete the First Aid Risk Assessment and determine what is appropriate for your area. Additional information on First Aid requirements can be found at the Safe Work Australia website: First Aid in the Workplace or contact the H&S Advisor for your area.

**Interested in becoming an Appointed First Aid Officer for your area? Here’s how...**

- Seek approval from your line manager and complete the First Aid Risk Assessment to identify if a First Aid Officer is required.
- Obtain an "Apply First Aid" or equivalent qualification (AKA Senior First Aid) (NOTE: prior approval by your line manager will be required if the course is to be funded by the University)
- Provide a copy of your first aid certificate to your manager on successful completion of the course.
- Your line manager or delegate is to send confirmation of your appointment to the HR Service Desk to register you for the First Aid allowance and add you to the First Aid Officers list. Email is to contain a copy of your first aid certificate
- Keep your certification up to date and provide refresher or updated certificates to HR as required.

**Defibrillator Update**

Firstly, a big THANK YOU to the large number of staff who participated in the defibrillator trials earlier this year. On recommendation from the University Health and Safety Committee, the University has approved the purchase of 11 Heart Start defibrillators to be placed in strategic locations across the campus—the locations were determined in accordance with the Australian Resuscitation Guidelines.

The installation of the defibrillators will commence shortly. A map of the locations and other relevant information will be available on the Health and Safety website, including training provisions for First Responders. Further communications will be sent out to relevant staff as required.

**Employees Duty of Care**

Under current health and safety legislation, it is a requirement that employees take reasonable care for their own health and safety and avoid adversely affecting the safety and health of others through any act or omission whilst at the workplace.

General duties include:
- following the employer’s safety and health instructions;
- using relevant personal protective clothing and equipment;
- appropriate use of equipment provided;
- reporting hazards and work-related injuries or harm to health; and
- co-operating with employers so that employers are able to carry out their duties under the Act.

For more information on H&S Responsibilities at Curtin, refer to Health & Safety Responsibilities Procedure

**Health & Safety Poster Campaign**

Keep your eyes peeled for some new posters in buildings around Bentley campus

As a university wide initiative to increase awareness of health and safety, over 30 posters have been installed in various locations across campus. Over the next year we will display different health and safety messages based on relevant themes for the period.

As always, send any feedback to: healthandsafety@curtin.edu.au

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**Is this you?**

Do you know what ‘Sedentary Behaviour at Work’ is?

Sitting for long periods of time without standing up, stretching out or moving your body may be a serious health risk.

A sedentary working day is when workers spend most of their day sitting down eg: office-based work, and therefore do not undertake sufficient amounts of physical activity. It has potential adverse health effects including musculoskeletal discomfort, diabetes and cardiovascular disease.

For more information, refer to: Sedentary Workers: Reducing the Risk. Health & Safety Bulletin
Comcare Sedentary Work Practices Toolkit

**Health and Safety Committee Meetings**

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