September 2015

This month we are promoting contractor management. UNSW is working on a business case for an online contractor management system to assist in the control and management of contractors. In addition we are working on improving our forms to simplify the process, watch out for this in the future.

Staff Excellence awards

Is there someone from your area you think worthy of a staff excellence award for safety?

Nominations are now open to recognise and reward staff who have demonstrated excellence either through sustained outstanding performance or a single one-off exceptional success. All academic and professional staff are eligible for the Excellence in Safety award with a $2,000 prize (individual or shared).

Indicators include introduction of initiatives that contribute to a safety culture, development of a solution or control for a risk, contribution to health and safety systems etc.

To nominate refer to the booklet and complete the nomination form. Closing day is 25 September 2015

Health and wellbeing event

UNSW Health and Safety will be hosting a health and wellbeing event on 28th October in the Mathews Pavillion from 12pm - 2pm. A healthy lunch and drinks will be provided. All Global Corporate Challenge participants, all Health and Safety Committee members and all building wardens and first aiders are invited - see invite.

This replaces the previously held Fluoro Friday, but you are welcome to still dress up in your fluoro outfits.

Contractor Management

A contractor is any person employed by another organisation but engaged to do work for UNSW. A contractor is considered a "worker" and therefore should be treated as one. It's important that contractors are evaluated and inducted.

Refer to our Theme of the Month - Contractors for full information.

Building Chief wardens

A reminder to Kensington campus building Chief Wardens that it is expected that in the event of an evacuation of the building which has a cascading alarm system, that whomever arrives at the EWIS panel first (UNSW Security or Chief Wardens) will over-ride the cascade system. To do this turn the panel to manual mode and select the option to "Evacuate all". An announcement via the PA system must be made in order to inform occupants.

Follow the detailed instructions in the [EWIS Response Operating Instructions](#) on the Emergency Management website and copy available at the EWIS panel.

Upper campus chemical waste store

The Upper Campus chemical waste store protocol has been updated. There are some significant changes such as:

- All dangerous goods waste must be placed into the appropriate dangerous goods cabinet in the first instance, then onto shelves if the cabinet is full.
- Waste must never be placed on the floor
- Specific labelling is required.
- Personal Protective Equipment (PPE) is specified.

Refer to the revised [Protocol of Chemical Waste Store G04](#) for full details.

WorkCover reform

Amendment bills recently passed by NSW Parliament will reform the Workers Compensation scheme and WorkCover. The Workers Compensation scheme will have benefit enhancements, access to aids and prosthetics for life, new education support. In addition, there will be 3 discrete agencies in order to address internal conflicts:

- SafeWork NSW - To regulate workplace health and safety
- Insurance & Care NSW - To provide insurance and care services
- State Insurance Regulator Authority (SIRA) - To regulate the State's insurance scheme

For full details see the [Insurance and Regulation Reform Package 2015](#).

Give blood

The Australian Red Cross blood service will be on campus 12-15 October from 10am to 3:30pm at the Roundhouse. So, roll up your sleeves and give blood. To make an appointment call 13 14 95 or visit [donateblood.com.au](#).

For more information see the [event page](#).

Biosecurity Act 2015

The new Biosecurity Act 2015 has been approved and will replace the Quarantine Act 1908, commencing on 16 June 2016. In 1908 the Quarantine Act was drafted to protect Australia from outbreaks of small pox and the bubonic plague. The new Biosecurity Act modernises complex regulatory provisions and administrative practice, and will help manage the vast range of contemporary biosecurity threats by providing powers and tools which include

- An Approved Arrangement Scheme will replace the quarantine approved premises and compliance agreements, this is intended to reduce duplication.
- A person test will allow the government to use previous conduct to assess whether it is appropriate for a person or business to import goods or be responsible for an Approved Arrangement.

Supporting regulations will be developed and you can read more about the five key themes of activity being undertaken to meet the increasing demand and to ensure the biosecurity system is effective and sustainable into the future. More information can be found at the Department of Agriculture webpage.

Dangerous Goods Cabinet

Storage and handling of corrosive substances Australian Standard 3780 requires that indoor storage cabinets shall have a self-closing, close-fitting door that is held shut by catches at at least 2 points.

Ensure that all of your cabinets doors self-close with a good fit. If you have concerns contact the manufacturer or supplier.

Lessons learnt

Recently at UNSW some items that has been used in a research laboratory were sent for disposal. However hazard warning labels were not removed from the items. This resulted in concern from the contractors who were engaged to dismantle the items.

If you are disposing of any items that contained hazardous substances or parts, ensure that they are made safe eg. by thorough decontamination and ensure that all relevant hazard labels are removed once it is made safe.

UNSW Facilities Management will be introducing a new equipment disposal request form and UNSW Health and Safety will be introducing a new equipment decontamination form.