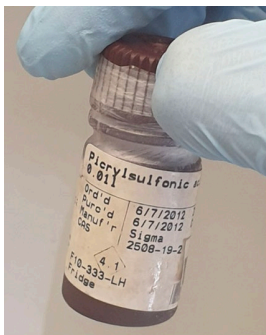


## February 2022

One month down already! We are just starting to get into the groove of a new year and somehow we already find ourselves in February! As the year picks up pace, we have some important safety reminders in this newsletter - like making sure your chemicals are monitored and being safe in our harsh summer sun. We've got information on how to properly purchase chemicals at UNSW and a reminder not to use domestic step ladders at work. Jaggaer has been updated to the latest version and WHS Monitor Training is back. Actually, this is a training intensive newsletter - as well as WHS Monitor training we've got Black Dog Institute Recognise and Respond Suicide Prevention training, Black Dog training in Building Resilience to Workplace Stress, Mental Health First Aid training plus a Benestar webinar on how to check in on your career satisfaction. Welcome back everyone!



### Are you monitoring the condition of your chemicals?

Recently a container of crystalline picrylsulfonic acid was found in a laboratory. This chemical is normally in a solution and must always be stored in an aqueous state. If it dries out (crystallises), it becomes a touch-sensitive explosive! Recently a container of crystalline picrylsulfonic acid was found in a laboratory and as a result, the laboratory had to be shut down until specialist contractors removed it.

The storage and use of high-risk chemicals, such as picrylsulfonic and picric acid, must include regular inspections to ensure that they are kept in good condition and their condition is monitored (see also [Expiration Guide](#)). When researchers or research groups leave UNSW, their chemicals must either be safely disposed of, or transferred to a new owner in Jaggaer (see [Container operation guide](#)).

More information can be found in this [Safety Alert](#).



### Desk-Based Stretching Classes Are Back

In the second half of 2021, UNSW Wellbeing ran desk-based stretching classes each Monday and Wednesday afternoon. Due to popular demand, the classes are back - so now's your chance to try out these fabulous classes and build them into your routine.

Who are the classes for? If you sit in a chair for most of the day, these classes are for you. You will learn a series of simple stretches that you can perform at your desk, no equipment necessary.

The class will break up the routine of sitting in the same position for hours on end and help to stretch your aching muscles and move your joints.

Equipment required - nil.

The following online classes will be held:

[Wednesday 16 February – 2.30pm-3pm](#)

[Monday 21 February – 2.30pm-3pm](#)

[Wednesday 23 February – 2.30pm-3pm](#)

[Monday 28 February – 2.30pm-3pm](#)

[Wednesday 2 March – 2.30pm-3pm](#)

[Monday 7 March– 2.30pm-3pm](#)

[Wednesday 9 March – 2.30pm-3pm](#)

Please click the date/s of your choice above to register.

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## Managing the risks of solar ultraviolet radiation

Do you often work outside in the sun? During the summer months especially, it's important to assess and manage the risks of solar ultraviolet radiation (UVR) exposure. The sun is the main source of UVR, which cannot be seen or felt, can pass through clouds and loosely woven material, and is the main cause of skin cancer in Australia. It can also lead to significant, irreversible skin and eye damage. Health and safety risks must be managed in your workplace, including the risk of skin and eye damage for outdoor workers. [SafeWork NSW](#) has information, plus SafeWork Australia [Managing the risks of solar ultraviolet radiation Factsheet](#). In addition, you can download the [SunSmart App | Cancer Council](#) for daily information on UVR hazards in your area and personalised alerts to remind you to use sunscreen. For assistance in assessing the risk, go to [UNSW Safety Contacts](#).

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## Purchasing Chemicals

If you are purchasing chemicals, make sure that you use UNSW's chemical inventory system (CIM) Jaggaer. Jaggaer CIM will allow the chemical to be sourced, receipted, tracked and disposed of through the UNSW system with the appropriate safety approvals. Recently a student purchased a chemical from overseas themselves and imported it into Australia, then started using the chemical at UNSW without any of the required approval or completion of risk management steps. If the chemical had been hazardous, this could have posed a very high safety risk to the student and other lab users. If you need to source a chemical not currently on Jaggaer's hosted catalogue, a type-in process is available to submit line items from other suppliers. Please contact [JaggaerCIM@unsw.edu.au](mailto:JaggaerCIM@unsw.edu.au) for further assistance.

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## Step Ladder Safety

Safework South Australia recently posted a [Safety Alert](#) after three serious falls from ladders occurred over a six week period. These falls occurred in the construction industry and are a timely reminder about the importance of choosing the correct type of ladder for the job. Domestic step ladders are not appropriate for the workplace and should be replaced with industrial rated ladders with an appropriate weight rating. You may need a risk assessment to ensure that the correct ladder for the task is selected. Further information on ladders can be found in AS/NZS 1892, in the SafeWork NSW [Managing the risk of falls at workplaces Code of Practice](#), on the regulator's pages [SafeWork NSW](#) and [SafeWork ACT](#), or go to [UNSW Safety Contacts](#).

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## Black Dog Institute Workshop for Staff

UNSW Wellbeing has arranged for the Black Dog Institute to provide two workshops for staff on the topic Building Resilience to Workplace Stress.

Our busy professional and personal lives can put us all at risk of developing high rates of stress and/or mental illness. The best way to minimise this risk is through learning evidence-based strategies for managing stress and building our resilience.

The Building Resilience to Workplace Stress workshop consists of four one-hour modules on the following topics:

- Stress in the workplace
- Relationships at work
- Dealing with change
- Working smarter

### Dates

Wednesday 30 March - 9.30am - 1.30pm

Thursday 31 March - 9.30am - 1.30pm

If you would like to reserve a place at one of these workshops, please contact our Wellbeing Consultant, [Liza Poppert](#), and advise your preferred date.

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## WHS Monitor Training is back!

We are happy to announce that weekly online training sessions for **WHS Monitor**, our online Incident and Hazard reporting system, are now available for booking online!

If you are interested in attending these sessions, please click [here](#) to access the WHS Monitor webpage and refer to the heading, **Weekly Online Training Sessions**. More dates for 2022 will be organised in the future.

If you have questions or problems with registration, please contact [Emilio Saliba](#).

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**Recognise and Respond**  
Online Course

## Recognise & Respond - Suicide Prevention

UNSW Health is pleased to partner with Black Dog Institute to offer subsidised Suicide Prevention training to UNSW students and staff.

*Recognise and Respond: Suicide Prevention for Everyday Life* aims to assist in reducing and preventing suicide in Australia by equipping people with the skills to intervene with someone who is contemplating suicide.

The self-directed e-learning module is comprised of four main learning components:

- recognising the signs of suicide
- having a conversation with and supporting the person
- providing help to the person

- self-care

For more information and to register, visit the information page [HERE](#).

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## Jaggaer Update to Version 21.2

Jaggaer CIM was updated to Version 21.2 on 29 January 2022.

New features include:

- Receiving Enhancement: undo receipt quantity (contact [jaggaercim@unsw.edu.au](mailto:jaggaercim@unsw.edu.au) to action), bulk receiving of non-chemical line items and receiving data export
- Material and container document attachment
- Structure Searching Enhancement
- Two-factor authentication functionality

[Release notes Jaggaer RMM 21.2](#)

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## Re-evaluate and Reboot Your Career in 2022

On Wednesday 16 February, Benestar will be providing a free webinar for staff on the topic 'Career Satisfaction'.

This webinar will help you to:

- Identify your current work satisfaction level
- Understand the key factors that influence work motivation levels
- Examine a process for increasing and maintaining self-motivation
- Know where you want to go and develop positive approaches to your work

The webinar will be held online from **12-1pm on Wednesday 16 February**.

Registration is essential. Click [here](#) to register.

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## Mental Health First Aid for Staff

UNSW Sydney is proud to be recognised as a Gold Mental Health First Aid (MHFA) Skilled Workplace, showing our commitment to building a mentally healthy workplace. Students and staff at UNSW are encouraged to get involved by undergoing training to become a Mental Health First Aider (MHFAider) and build local MHFA networks in their Faculties and Schools.

MHFA is subsidised for all UNSW staff through Strategy 2025 funding that is dedicated to enhancing UNSW's support for students and improving student mental health. The training is available at a reduced rate of \$75. Check out upcoming course dates [HERE](#) or contact [mhfa@unsw.edu.au](mailto:mhfa@unsw.edu.au)

to discuss in group training options.

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### **Medibank Health Insurance Reviews**

Medibank consultants will be available for one-on-one appointments for staff on the following dates in February:

- Tuesday 22 February - Virtual Appointments - 10am - 4.30pm
- Wednesday 23 February - Virtual Appointments - 10am - 4.30pm
- Thursday 24 February - Virtual Appointments - 10am - 4.30pm

Any staff members who are interested in discussing their health insurance needs or reviewing the policy they already have are invited to make an appointment. Whether you are with Medibank or another insurer, or have no health insurance at all, this could be a good time to review your situation.

Medibank is currently offering up to \$500 worth of gift cards when you join eligible Medibank Corporate Hospital and Flexi Extras.

[Click here](#) if you wish to make an appointment for a one-on-one consultation.

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