UNIVERSITY OF WOLLONGONG

OCCUPATIONAL HEALTH AND SAFETY COMMITTEE

Agenda

Agenda for the meeting Tuesday, March 20th 2007
Building 67 Room 101, 10:00am – 12:00pm

1. Preliminary Business
   i. Apologies:
   ii. Attendance
   iii. Welcome to the Deans' Representative, Ms Yvonne Kerr (Students)
   iv. Confirmation of Previous Minutes.
   v. Order of business and starring of items.

2. Business Arising
   Nil.

3. Reports

3.1. Chairperson’s Report – (Julie Gray)
   Nil.

3.2. OH&S Unit Report

3.2.1. OHS Performance

Workers Compensation Summary

The number of new workers compensation claims reported in February was 2, with no time lost.

3.2.2. WorkCover Notifiable/Significant Incidents

Nil.

3.2.3. New Items:

WorkCover Audit 2007

WorkCover has confirmed with the University that an OHS management system audit will be conducted as per self-insurance requirements starting the 18th June 2007. A pre-audit meeting will occur on the 18th April 2007 which will determine the elements to be audited against as well as the areas to be audited.

In the meantime, the OHS Unit will continue to refine the OHS management system in line with self-insurance requirements and assist and monitor in the implementation of the system.
3.2.4. Outstanding Items

Training Guidelines

The OHS Training Guidelines are continuing to be developed with roll out expected prior to the Workcover audit in June.

Purchasing Guidelines

The Purchasing Guidelines are continuing to be developed with implementation of the changes expected to be released after testing has been completed and in time for the Workcover audit in June.

3.2.5. Training

There were 6 OHS Courses conducted in February for 71 participants. The focus of these training courses included first aid, addressing hazards and risks and radiation safety.

3.2.6. OHS Management Documentation for Review

There are currently no OHS documents for review.

4. General Business

4.1. OHS Committee Chair Nominations

Discussion of the process for Committee Chair nominations.

4.2. Contractor Parking

Discussion of contractor parking on campus.

4.3. Health Surveillance

Discussion of health surveillance requirements.

5. Late Business

Next Meeting

17th April 2007, Administration Building, Room 305