UNIVERSITY OF WOLLONGONG

OCCUPATIONAL HEALTH AND SAFETY COMMITTEE

Agenda

Agenda for the meeting Tuesday, October 16th 2007
Building 36 Room 3.04, 10:00am – 12:00pm

1. Preliminary Business

   i. Apologies:
   ii. Attendance
   iii. Welcome to the Dean’s Representative:
   iv. Confirmation of Previous Minutes.
   v. Order of business and starring of items.

2. Business Arising

2.1. OHS Policy Working Party

   Calls for a working party to review the current OHS Policy.

3. Reports

3.1. Chairperson’s Report (Ian Laird)

   Nil.

3.2. OH&S Unit Report

3.3. OHS Performance

Workers Compensation Summary

   The number of new workers compensation claims reported in September was 6.
   There were no lost time injuries.

   3.3.1. WorkCover Notifiable/Significant Incidents

   Nil.

   3.3.2. New Items:

Online Safe Work Procedures and Risk Assessment Forms

   After a period of design and consultation, development of the online safe work
   procedure and risk assessment modules will be released for campus use in January
   2008. This will follow a pilot program to ensure user acceptance testing and minor
   adjustments if required. It is envisaged that the new online system will provide the
   following benefits:
• Increased use of risk assessment and safe work procedures;
• The ability to share information on common risks;
• Tracking of implementation;
• Timely authorisation and review of risk management practices;
• Monitoring of corrective actions.

A demonstration of the online system will occur at the November OHS Committee Meeting.

3.3.3. Outstanding Items

Nil.

3.3.4. Training

There were 4 OHS Courses conducted in September for 43 participants.

3.3.5. OHS Management Documentation for Review

Nil.

4. General Business

Nil.

5. Late Business

Next Meeting

21st November 2007, Building 36, Room 3.04