UNIVERSITY OF WOLLONGONG

OCCUPATIONAL HEALTH AND SAFETY COMMITTEE

Agenda

Agenda for the meeting Tuesday, December 11th 2007
Unicentre Function Room 3, 3:00pm – 4:00pm

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 Committee Annual Calendar

       The OHS Committee annual calendar is to be reviewed.

   2.2. OHS Policy

       Please refer to the attached OHS Policy amended by the working party for discussion.

   2.3. Building 15 Asbestos Reporting

       Discussion on the timeline of reporting on the discovery of asbestos in Building 15.

3. OHS Report

   3.1. Workers Compensation Summary

       The number of new workers compensation claims reported in November was 9. There was no lost time.

   3.2. WorkCover Notifiable/Significant Incidents

       Nil.

   3.3. New Items

       OHS management system audits were undertaken in Chemistry Department and School of Biological Sciences in November. The audits were conducted by Daniel Leo, Michael Negendahl and Ellen Manning to verify the implementation of the University’s OHS management system utilising the new WorkCover audit tool. Audit reports including any recommendations for improvement will be
3.4. Training

There were 4 OHS Courses conducted in October for 30 participants.

3.5. OHS Management Documentation for Review

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<th>Document Information</th>
<th>Review Period Open</th>
<th>Review Period Closed</th>
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<tr>
<td>OHS Policy</td>
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<td>21/12/07</td>
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OHS Policy - The University’s OHS Policy is up for review. To review the current Policy please click [here](#).

Comments are welcome on these documents up to the close of the review date.

4. General Business

4.1. WAC Chairs Reports

Reports of WAC performance throughout the year to be presented by the WAC Chairs.

5. Late Business

Next Meeting

February 19th 2008, Building 36 room 3.04