OHS COMMITTEE
AGENDA – Tuesday 17th August 2010
ADVISE – RECOMMEND – MONITOR – INSPECT

Agenda of the meeting of the OHS Committee to be held at 10:30am on the 17th of August 2010 in 36.304.

1 PRELIMINARY BUSINESS

1.1 WELCOME AND APOLOGIES

1.2 WELCOME TO THE DEAN’S REPRESENTATIVE: PROF PAUL CHANDLER

1.3 CONFIRMATION OF MINUTES

That the minutes of the previous meeting held on the 20th of July 2010 be confirmed and signed as a true and accurate record.

2 BUSINESS ARISING FROM PREVIOUS MINUTES

2.1 WAC SURVEYS

Dylan Smith to summarise key results from the July 2010 WAC Surveys.

2.2 CAMPUS INSPECTIONS

Dylan Smith to provide an update on the status of corrective actions developed from the July OHS Committee Campus Inspections.

2.3 SICK LEAVE STATISTICS

Daniel Leo to present statistics reflecting average sick leave taken by UOW staff over the last five years.

2.4 OHS MANAGEMENT PLAN REVIEW

Daniel Leo to present the outcomes of the 2010 OHS Management Plan mid year review.

3 GENERAL BUSINESS

3.1 OHS UNIT REPORT

3.1.1 PERFORMANCE SUMMARY

There were 5 new workers compensation claims lodged in July which included:

- 1 lost time injury that has not yet been accepted.
- 1 medically treated injury which was a slips trips and fall incident; and
- 3 insignificant claims which following initial assessment by a general practitioner did not necessitate any further medical treatment.
3.1.2 HAZARD AND INCIDENT REPORTING
The number of reported hazards and incidents (including students and visitors) in July was 49. None of these were assessed as having a high level of risk.

3.1.3 SAFE WORK PROCEDURES
Total number of Safe Work Procedures finalised in SafetyNET – July 2010:
- 445, previously 416 in June.

3.1.4 RISK ASSESSMENTS
Total number of Risk Assessment approved in SafetyNET – July 2010
- 109, previously 99 in June.

3.1.5 TRAINING
There was 3 OHS training course conducted in July with 34 participants.

3.2 OHS DOCUMENTATION REVIEW

<table>
<thead>
<tr>
<th>Document Information</th>
<th>Review Period Open</th>
<th>Review Period Closed</th>
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<tbody>
<tr>
<td>OHS Committee Constitution</td>
<td>01/08/2010</td>
<td>01/09/2010</td>
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<tr>
<td>Communication Of Emergency Procedures To Students</td>
<td>01/08/2010</td>
<td>01/09/2010</td>
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<tr>
<td>Noise Management &amp; Hearing Conservation Program</td>
<td>01/08/2010</td>
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<td>Hazardous Waste Label Order Form (&amp; Label Templates)</td>
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4 NEW BUSINESS
Nil

5 LATE BUSINESS
Nil

6 NEXT MEETING
The next meeting is scheduled to be held on Tuesday the 21st of September 2010 at 10:30am in 36.304.