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| Dear | enter company name. |

The University of Wollongong (UOW) is committed to providing a safe and healthy workplace for its workers, students and visitors. The University achieves this objective through the implementation of its WHS Management System which is comprised of relevant policies, procedures and guidelines to ensure workers and students are safe whilst undertaking their research or work for the University.

UOW is also a licenced self-insurer under SIRA NSW for workers compensation and as such complies with all relevant licencing requirements outlined at [SIRA.](https://www.sira.nsw.gov.au/resources-library/workers-compensation-resources/publications/workers-compensation-policies/Self-insurer-information-requirements-June.pdf)

The University WHS Management System can be viewed at <http://staff.uow.edu.au/ohs/>. If you have any additional questions regarding the WHS Management System or any of its specific documentation, please do not hesitate to contact the WHS Unit at whs-admin@uow.edu.au.

For specific information on the implementation of the WHS Management System with regards to the research or work being conducted please contact the supervisor of the research or work being conducted at

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| enter supervisor email address. |

Regards,

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|  | Insert Faculty/Division. |
|  | Insert School/Unit. |
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