

March 2015

Welcome to all the new and returning students to campus this month. The [Student Wellbeing, Health and Safety website](#) contains valuable information and advice that should be shared, such as a StaySafe@UNSW app, a tutorial and support contacts.

Risk Management

This month's safety theme is risk management. With new students starting now is a good time to ensure that you have identified all the hazards in your area and control them. Ensure that your risk management documentation is up-to-date and, if necessary, reviewed.

Refer to our [Risk Management Theme of the Month](#) document for further information.

Key Performance Targets

It's important that all staff are aware of their health and safety responsibilities. These can be outlined in Key Performance Targets (KPTs) in the annual performance review, staff meetings, or other avenue.

The Health and Safety website has some [suggested KPTs](#) that can be used. For full information on health and safety responsibilities see the [HS336 Responsibility, Authority and Accountability Procedure](#).

UNSW 2015 Influenza Clinic

The annual influenza clinic for 2015 will not commence until 31 March.

The Department of Health advised due to a manufacturing delay the vaccines will not be available until late March 2015: "The main reason for the delay is that the World Health Organisation and the Australian Influenza Vaccine Committee have agreed that the 2015 southern hemisphere seasonal influenza vaccine will contain three seasonal influenza strains, with two strain changes from the 2014 vaccine." These changes include a specific Influenza strain which is causing an increase in Flu cases in the current Northern Hemisphere winter.

Influenza Clinic dates range from 31 March - 7 May 2015, 9.30am - 1pm. When making an appointment you will be required to register



online; visit the [Health Service website](#) and click the [Influenza Clinic Appointment tab](#). For appointment changes please revisit the email confirmation. To cancel an appointment click on the link provided in the email. Changes cannot be made by UNSW Health Service staff.

If you require further information contact the Practice Manager cheryl.walker@unsw.edu.au or visit this [Influenza information page](#).



EpiPen in first aid kit

The [HS905 First Aid Procedure](#) has been updated to include further information on asthma inhalers and adrenaline auto-injectors (e.g. EpiPen or Anapen).

In general adrenaline auto-injectors should not be in first aid kits, as it is the individual's responsibility to carry their own medication for personal use. However, if a risk assessment determines that these are required (e.g. due to practical teaching class) then the procedure outlines how they are to be managed.

See the full [HS905 First Aid Procedure](#).



Whooping Cough

There have recently been an increase in [whooping cough](#) cases reported in NSW and cases diagnosed in children in one of the UNSW child care centres. Specific information is being provided to the Child Care Centres and parents regarding public health measures to control the outbreak. This is a timely reminder of the need to be vigilant regarding infectious diseases within the University community.

Currently most new cases are in children but a substantial number occur in adults who unwittingly can infect small children. Whooping cough is a serious disease in small babies and can be very troublesome for adults.

In groups of young people in close quarters (e.g. accommodation, tutorials) there is an increased risk of transmission. Thus it is especially important that we encourage all students and staff to follow the precautions:

- Practice good [hand rub technique](#) and [cough hygiene](#).
 - Report any respiratory symptoms to the Health Service or your doctor if you have had contact with any whooping cough cases.
 - Consult your doctor for testing if you have a persistent cough.
 - Ensure your Pertussis (whooping cough) vaccination is up-to-date. Even if you have had whooping cough in the past immunity can wane over time. This is the most effective way of preventing whooping cough.
-



Biosecurity

Department of Agriculture have released a [Biosecurity Requirements Fact Sheet](#) regarding additional conditions on use that may be imposed on imported research materials that require an import permit. For example, a condition might specify *in-vitro* use only, or a condition may be that only specific species of laboratory animal can be exposed to the imported material. In addition, the Department assesses all applications for *In-vivo* Approval (IVA) where the research involves imported material and high biosecurity-risk species (that is, all species other than guinea pigs, hamsters, mice, rats, rabbits and microorganisms).

Researchers are reminded that:

- They must identify all biological materials intended to be used in the research project, especially for IVA applications.
- They must understand all conditions on use of any imported materials before the research begins.

Conditions on use affect imported materials purchased from overseas, Australian commercial suppliers or shared with a colleague. Conditions continue if the material is on-sold or shared.



GMO's are located here

Name:.....
 Type of dealing:.....
(Exempt, NLRD)
 Storage location:.....
(rack #, box #)

Labelling GMO's

The Gene Technology website now has [labels for GMO storage units](#). You may wish to use these on your storage units.

The [HS330 Gene Technology Procedure](#) outlines storage requirements, such as all GMOs must be labelled and stored in a safe and secure manner that prevents unauthorised access or inadvertent release, only authorised GMOs with a current assessment or licence may be stored and a record of storage must be maintained.

Full details of storage is in the [OGTR Guidelines for the transport, storage and disposal of GMOs](#).



Legislation update

The New South Wales Work Health and Safety Regulations were updated through the implementation of [Work Health and Safety Amendment \(Miscellaneous\) Regulation 2015](#).

Changes include definition changes to amusement device, boiler, competent person, cranes and booms, hazardous area, incidental diving work; minor changes to high risk work licencing, diving work and inspection of cranes. Plant registration changes and fee changes. It gives WorkCover power to issue on-the-spot fines for certain asbestos-related offences, and to increase prescribed fees.



NDARC Interviewer Safety Manual

The National Drug and Alcohol Research Centre (NDARC) have revised and published their Interviewer Safety Manual.

This document includes detailed advice and guidance regarding interviewing and liaising with potentially high-risk clients from a range of backgrounds. Dealing with violence, suitable interview locations, conduct of interviews, travel to interviews and other such important topics are addressed.

Refer to the [Interview Safety Protocol](#), as it may be of interest to other areas in UNSW.



Lessons learnt

A UNSW student was using their personal laptop, powered through UNSW building. It was discovered that the electrical power cord was broken (see photo). This could have caused electrical shock upon contact.

The student turned off the power at the wall as soon as the fault was identified and all other students in the area were warned.

Student laptops in non-hostile environments do not require testing and tagging. Therefore it is very important that these have a visual inspection before use.

For more information please see [HS418 Portable Electrical Equipment Inspection, Testing and Tagging Guideline](#).

Subscribe to this newsletter [here!](#)

Click [here](#) for previous newsletters.

Please provide any feedback to ohs@unsw.edu.au

UNSW Health and Safety

UNSW CRICOS Provider Code 00098G, ABN 57 195873 179