

## November 2016

Last month was a busy time promoting lots of wellbeing initiatives. We celebrated Ride to Work Day and the Global Corporate Challenge. We hosted theatre, poetry, tai chi and lots of other events for Safety and Wellbeing month; see the articles below for more details. It doesn't stop there! This month there will be Go Home on Time Day.



### Safety and wellbeing month

UNSW celebrated Safety and Wellbeing Month in October. Weekly Tai Chi and Mindfulness Meditation classes were very popular and a regular group of intrepid workers walked around the campus perimeter for weekly Campus Lunch Walks. Lots of people participated in the Mental Health Trivia Challenge, won by Jack Crane (Student Disabilities Team). We had a Sleep Smart Challenge to promote an 11pm bedtime for a week, staff shared healthy recipes and an untold number performed Random Acts of Kindness throughout UNSW. We also had special lunchtime performances by the Mind Blank Theatre and UNSW graduate poet Lewis-Alan Trathen. See our [webpage](#) for photos and more information about the events.

October was national safe work month, and several webinars were made available showcasing the latest thinking, research, developments and best practice in work health and safety, check them out at the [Safe Work Australia website](#).

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### After-hours work

If you get an exemption to work on campus over the Christmas/New Year shutdown period this is considered "after-hours" work and therefore you must follow the [HS322 Working alone or after hours guideline](#). Being on campus during this time has an increased risk due to:

- Reduced availability of immediate assistance e.g. UNSW Emergency
- Lack of first aiders and floor wardens in buildings
- Reduced UNSW security patrol
- Consequence of unattended experiments or equipment
- Consequences of working with hazardous substances or equipment with less support available

People working in labs or workshops carrying out medium to high risk activities should complete the [HS703 Working Alone or After Hours Approval Form](#) and have a buddy system in place. The buddy system means that you have a communication link with another person with whom you maintain regular contact and any emergencies can be quickly identified.

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## Health and wellbeing celebration

A successful Health and Wellbeing celebration event was held on 12th October at the Mathews Pavilion. There were stalls from Medibank, Sturdy Framac, Toxfree, Employee Assistance Program, ProRehab Solutions, Sustainability and more. A healthy lunch of spring rolls, dumplings and fresh fruit was provided. Prizes were handed out to lucky door winners and the Global Corporate Challenge participants; see [online photos](#).

A representative from the Global Corporate Challenge attended and presented UNSW with it's award (pictured) for being the winner of the Australian University Mini League. UNSW was the most active of 17 universities (including a sports uni!) with a step average of 12,946 per person per day.

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## Dangerous goods transport

The Australian Dangerous Goods (ADG) Code has been updated to [edition 7.4](#) and has been implemented in all jurisdictions in Australia. The code provides technical requirements for transport of dangerous goods by road or rail across Australia. It is important that anyone transporting dangerous goods understands their responsibilities to prevent accidents, exposures, spills or release to environment. Edition 7.4 will become compulsory from 1 January 2017. It covers classification, packaging, marking and placarding, vehicle requirements, segregation, documentation, safety equipment and more. Some of the changes include: amendment to lithium battery transport, addition of new UN numbers, amendments to some packing instructions, changes to marking requirements for environmentally hazardous substances, changes to special provisions for coolants (e.g. dry ice). More details including access to the code can be found on the [National Transport Commission webpage](#).

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## Go Home on Time Day

National Go Home on Time Day is Wednesday 23rd November. It is a day to ensure you are getting the most of your work-life balance. An [Australian Institute report](#) suggests that Australians donate \$128billion unpaid overtime annually to their employers. This can lead to feelings of overwork and can have an impact on physical, mental and social wellbeing. Some tips: decide what time you are going home before you go to work, schedule activities after work to ensure you leave on time, recognise and respond to work-place stressors. More information is available on the [Go Home on Time Day](#) website.

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## Volunteer!

Do you like to volunteer and get involved in the improvement of standards at your workplace? If so UNSW Health, Safety and Environment (HSE) committees are often looking for volunteers to join. If you are interested contact your local committee; a list of all HSE committee's at UNSW is available on our [consultation webpage](#).

In addition, floor wardens and first aiders are often required to help with managing any emergencies within buildings. Contact your local building [Chief Warden](#) (z-pass required) for more information. Free training is available for all of these positions.

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## End of year parties

As we approach the festive season don't let your end of year party be spoilt by an incident. Familiarise yourself with the UNSW [HS825 Alcohol and Drugs Procedure](#) including the UNSW No Open Container Code. Also, the UNSW Code of Conduct sets out the principles for behaviour. Top tips for a fun (and safer) party: Set a definite start and end time, make sure that everyone has a safe way to get home, check the venue in advance for any obvious hazards, ensure there is plenty of substantial food and water available, have a designated person who can deal with any issues, don't give offensive secret Santa gifts.

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## Unsung heroes

It was reported to us that a person was discovered cleaning up a spill outside a lift. This wasn't one of the designated UNSW cleaners, but an extremely thoughtful and community-orientated PhD student. While passing the lift the student saw the spill and, recognizing that someone could slip resulting in a bad injury, she got some towels and set to work cleaning up the spill. The spill was not caused by her, but she most likely prevented another colleague from slipping and being injured. Please don't ignore obvious hazards and think that it's someone else's job. If you can safely fix it immediately then you are doing your community a big favour. Thanks to all the unsung heroes who go out of their way to make UNSW a safer environment.

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## Lessons learnt

Recently, at another organisation, a worker was injured when a trolley he was pushing fell on his legs causing severe injuries and resulted in an amputation. It was discovered, after the accident, that the trolley had a safe working load of 500kg. At the time of the accident several steel bars weighing about 900kg were on the trolley. The trolley had been used for 20 years previously without incident but had developed faulty wheels. If you use a trolley always check the manufacturer's safe working load. Label the trolley with the safe working load so that all users are aware.

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