



## September 2021

Can you believe it is Spring?! The weather is warming up already - and if you're thinking of going diving, make sure it's at least a week or two after your COVID-19 vaccination. See our article below about diving after COVID.

This week we have R U OK? Day on Thursday and all staff are welcome to attend the virtual Town Hall event.

Two spring walking challenges are now underway - but it's not too late to join! Check out the article below.

Our Family Wellbeing Program and Desk-Based Stretching classes are still running and we've got important news about Safety Data Sheets and occupational lung disease, plus tips on how to create good Safe Work Procedures.



### R U OK? Day

The meaning of R U OK? Day - to connect and check in with our friends, colleagues and family members - has never been more significant than right now, when we are forced by circumstances to be apart.

This year, R U OK? Day falls on Thursday 9 September and we will have a virtual Town Hall for all staff from 10am-11am to mark the occasion. The Town Hall will be hosted by UNSW Disability Co-Champion Roshana Sultan, with a talk from R U OK? Community Ambassador Mostapha Kourouche, followed by a briefing on the support services available to staff from Benestar.

The Town Hall will be held via Teams Live and registration is essential. Please [click here to register](#).

We will also have an R U OK? Day Virtual Gratitude Tree - [click here to place your note on the tree](#) - and a selection of virtual backgrounds and email signatures you can use to help mark the occasion. [Click here to access these resources](#).



### Clean Air. Clean Lungs.

How do you eliminate or manage the risk of occupational lung disease? Do you work with dusts, gases, fumes or vapours? You must identify the risks and then implement the right control measures to help manage workers' exposure and protect their lungs.

The 'Clean Air. Clean Lungs.' campaign is run by Safe Work Australia to raise awareness of occupational lung disease. The national campaign seeks to educate employers on how to eliminate or manage the risk of their workers developing an occupational lung disease.

More details can be found [here](#).



## Spring Walking Challenges

Step into spring with two new health and wellbeing challenges!

With winter over, it's time to get stuck in to some more physical activity. The Australasian University Health Challenge (AUHC) and September are both commencing in September and for the first time UNSW staff and students can choose to do either or both!

The [AUHC](#) runs from 6 September - 17 October and UNSW will compete against 17 other universities across Australia and New Zealand.

[September](#) runs from 1 September to 30 September. This is a charity event, so you can raise funds for people living with cerebral palsy whilst you keep fit.

It's not too late to join, and all staff and students are eligible to enter both challenges. Both challenges can be run individually, or as part of a team.

You can find out more about the [AUHC here](#) and [September here](#).

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## Delay Diving and Free Diving after COVID-19 Vaccinations and COVID-19 Infections

Divers Alert Network (DAN) recommends not diving or free diving for 7-14 days after getting a COVID-19 vaccination. [See details here](#). According to the guidelines, vaccine related symptoms may be increased by diving and there may be a temporary increase in the risk of diving related illness.

DAN also recommends that divers who have recovered from a COVID-19 infection (symptomatic or asymptomatic) seek medical clearance from a hyperbaric doctor before participating in these activities. [See details here](#). Of particular concern are the pulmonary and cardiac effects of COVID-19 which contradict diving activities. More information about diving after COVID-19 can be [found here](#).

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## Desk-Based Stretching

By popular demand, our Desk-Based Stretching classes have been extended through the rest of September!

In these classes, you will learn a series of simple stretches that you can perform at your desk, no equipment necessary. The classes will break up the routine of sitting in the same position for hours on end and help you to stretch your aching muscles and move your joints.

The classes take place online from 2.30pm-3pm every Monday and Wednesday. Click on the dates below to register.

- [Monday 6 September 2021](#)
- [Wednesday 8 September 2021](#)
- [Monday 13 September 2021](#)
- [Wednesday 15 September 2021](#)
- [Monday 20 September 2021](#)
- [Wednesday 22 September 2021](#)
- [Monday 27 September 2021](#)

- [Wednesday 29 September 2021](#)



## Creating Safe Work Procedures

Safe Work Procedures (SWP) - do they provide the right instructions?

A recent need to review SWP in SafeSys has identified that there are opportunities to improve the way we have written our documents. Instructions to users should be clear in simple English and leave no room for interpretation. For example, if you ask someone to wear PPE, list the type of PPE they must wear.

For additional help, refer to [Writing Safe Work Procedures Guideline \(HS027\)](#) or find help through the Safety website's [Documents and Resources](#) page.

If you're thinking this is too easy, watch this video - [Exact Instructions Challenge](#) - does your SWP pass?



## Family Wellbeing Program

Managing work and family can be stressful, especially during a lockdown! To support our parents and families, UNSW Wellbeing has arranged a six-month Family Wellbeing Program for all staff.

Each month, a live 30-minute webinar will provide practical solutions to enable you to embed sustainable wellbeing practices into family life. For each webinar, you can choose to either attend live where you can ask questions, or access the replay in the Resource Centre after the live session.

The September webinar, 'Managing Screen Time: Simple strategies for the whole family', will explore the recommended guidelines for tech use, the dangers of excessive or inappropriate screen time, as well as practical strategies to effectively manage screen time. The webinar will be held on Thursday 16 September at 12pm.

To register for the program, [click here](#).



## Top 5 Facts about Safety Data Sheets (SDS)

A SDS is a document that provides essential information about hazardous chemicals, including the chemical identity and ingredients, health and physical hazards, safe handling and storage procedures, plus emergency procedures for consideration. A SDS is a vital tool for assessing and managing the risk of hazardous chemical use in research laboratories and other settings.

### Top 5 Facts

1. SDS must state the name, Australian address and business telephone number of the manufacturer or the importer for the emergency contact

2. Manufacturer or importer is responsible for providing compliant SDSs for any hazardous chemical
3. A chemical that is not hazardous doesn't require a SDS
4. All SDSs must be reviewed by the manufacturer and importer every five years from original preparation or last revision date if still in production or supplied
5. Reviewing the SDS is unnecessary if the manufacturer or importer has not manufactured or imported the chemical during the previous five years.

Please refer to [Code of Practice - Preparation of safety data sheet for hazardous chemicals](#) for information.

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Safety Data Sheet  
Authoring Service

### Safety Data Sheet Authoring Service

A Safety Data Sheet (SDS) will often need to be authored, as SDSs from overseas suppliers are usually not compliant with WHS legislation in NSW, old SDS may need to be reviewed, or an SDS will need to be written up completely from scratch. A Safety Data Sheet authoring service is available at a cost, that includes:

- SDS conversion/authoring to meet WHS NSW legislation
- Language translation services (conditional)
- SDS compliance verification
- The process takes ~1-2 weeks

Please email [safety@unsw.edu.au](mailto:safety@unsw.edu.au) to initiate the authoring process or request further information about the service.

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