



October 2020

There's a lot going on in October!

We have an update on Project Salus, with the first review of configured workflows nearly ready to commence. SafeWork NSW has released its draft Psychological Health Code of Practice and you have until the end of this month to provide your feedback. We've also got information on the changes to the workplace exposure standard for silica dust and the Hazardous Manual Tasks Procedure is open for consultation until 16 October.

In NSW, October is both Mental Health Month and Safe Work Month. At UNSW we mark October as Health and Wellbeing Month for staff, with free events running all through the month. Student events will also run all month as part of student Mental Health Month - check out the articles and registration links below to get involved. October is also Biketober, and you can win prizes by registering and riding your bike for as little as 10 minutes. So much to do!



Project Salus Update

The Project Team is getting ready to commence the first review of configured workflows.

Reporting & Managing an Incident and Reporting & Managing a Hazard will be the first workflows available for review via an "online Promo". Feedback and comments will be collected and used to further improve our system configuration.

This approach will assist in ensuring the new system, WHS Monitor, best meets UNSW requirements within the constraints of a commercial-off-the-shelf (COTS) arrangement. If you would like to be involved in this process, please email the [Project Team](#).

If you have any questions or would like more information about Project Salus, visit the [Project Salus website](#).

You can also contact the project directly on salus@unsw.edu.au or alternatively, feel free to reach out to your [local WHS contact](#).



Health and Wellbeing Month - Staff

October is both Mental Health Month and Safe Work Month. At UNSW, we take a holistic approach to staff mental health and so we call it Health and Wellbeing Month. We will be running events for staff throughout October.

Special webinars during the month include '[Food. Mood. Free Choice?](#)' which explores the relationship between the food we eat and our mood, and features one of the leading researchers in the field, Professor Felice Jacka, Director of the Food and Mood Centre at Deakin University.

On 19 October, there will be another special webinar, '[Worried about anxiety?](#)' where UNSW Disability Champion Dr Alanya Drummond will share her experience of living with anxiety, the impacts of worrying too much, and ways that worry can be managed.

Other Health and Wellbeing Month events this year include fitness classes at 11am each Tuesday and Thursday, [weekly meditation sessions](#) starting on 13 October and a series of mental health webinars provided by Uprise. Special events include two 'Cook-along' cooking demonstrations and personal [nutrition consultations](#) with a qualified dietician.

All events are free for UNSW staff and registration is required. For more information and booking links, please visit the [Events page](#) on the Wellbeing website.



Biketober

Biketober Business Challenge is a month-long cycling challenge for workplaces!

Get Healthy at Work has partnered with Love to Ride to create this challenge, which is open to everyone in NSW. Once you register, all you need to do is ride your bike for as little as 10 minutes or more during October. There are lots of prizes on offer for motivation!

UNSW has registered for Biketober and you can join our team by [registering here](#).



Benestar Webinar - Dealing with Anger

As part of Health and Wellbeing Month, Benestar will be providing a free webinar available to all staff members on the topic 'Dealing with Anger'.

This webinar will show you how to:

- Recognise the impact of anger on individuals and teams
- Understand the different types of anger and the dynamics of anger
- Identify your anger triggers and develop coping mechanisms
- Learn strategies for managing anger in yourself and others

The webinar will be held on Thursday 22 October from 10am-11am.

Registration is essential. [Click here to register](#).



Mental Health Month - Students

October is Mental Health Month and the theme this year is 'Talking about the tough stuff'.

There are lots of online and on-campus events for students throughout the month. So, make your mental health your priority this October and check out some of the fun and free events on offer [here](#).

Have your say

Draft Psychological Health Code of Practice

NSW does not currently have a Psychological Health Code of Practice. Psychological claims are increasing and workers take longer to get back to work after a psychological injury than after a physical injury. Psychological injuries can include depression, stress, anxiety or post-traumatic stress disorder.

A new [Code of Practice](#) has been drafted to provide detailed information on how to manage risks to psychological health in the workplace. The draft [Code of Practice](#) is a practical guide for employers, workers and others on how to ensure psychologically healthy and safe workplaces. It is for all NSW workplaces and industries.

SafeWork NSW invites your views on the draft [Code of Practice](#).

The deadline for providing feedback is 31 October. Visit the NSW Government's [Have your say portal](#) to provide your views and help shape psychological health and safety in NSW workplaces.



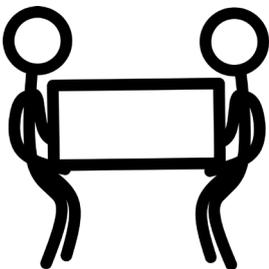
How to buy lab supplies

Is your lab looking to purchase chemicals or other lab consumables? At UNSW when purchasing consumables your lab group should be directed towards the use of Jaggaer. Procurement has recently renewed the Lab Supplies Panel, resulting in an increase to 17 suppliers with individually negotiated catalogue lists - to benefit you, the end user.

As well as known suppliers such as Chem-Supply, Merck, Sigma Aldrich and Interpath, there are new vendors such as RS Components, Blackwoods, John Morris Group and GeneSearch who will have their catalogues available through the Jaggaer portal.

Purchasing chemicals or other lab consumables from internet suppliers such as eBay or other third-party suppliers should not occur.

For more information please refer to the [UNSW Finance website](#) or your [local Safety contact](#).



Hazardous Manual Tasks Procedure Consultation

The [HS432 Hazardous Manual Tasks Procedure](#) has undergone a periodic review and the draft revised procedure has been published on the Governance page as at 21 September, for consultation.

Key Changes:

- A flow chart has been added re: the process of the procedure to follow (Appendix 1)
- Existing Appendix B - Risk Management process for manual tasks has been removed - this material will be incorporated into the Workstation webpage
- HS705 Guide to your computer workstation will become obsolete and the information will be retained on the Workstation webpage
- Very minor changes to the Definitions in line with the updated Code of Practice - Hazardous Manual Tasks August 2019

Please refer to the [HS432 - Consultation Plan](#) and submit feedback to [Carmel Jaconelli](#). Submissions close 16 October 2020.



Water Saving Guide

Water is one of our most precious resources. The UNSW Science Sustainability Working Group has created a Water Saving Guide to help staff and students use water responsibly. In 2018, UNSW Sydney's Kensington campus consumed approximately 321,000 KL of water - enough to fill 128 Olympic-sized swimming pools! Please consult the new Water Saving Guide [here](#) to see how you can help to ensure we use water sustainably on campus.



Workplace Exposure Standard for Silica Dust

The workplace exposure standard (WES) for respirable crystalline silica has recently halved.

The WES for silica dust has halved from an eight-hour time weighted average of 0.1mg/m³ to 0.05mg/m³. The reduced silica dust WES was implemented in most jurisdictions from 1 July 2020.

Safe Work Australia has published information including a checklist to help people understand the changes. If you work with materials like engineered stone, concrete or tiles, you need to use the new checklist to see if you need to implement additional control measures in your workplace.

The workplace checklist is available [here](#) and you can find out more about the changes [here](#).



Wellbeing at Work

Rita Holland has provided Resilience at Work workshops to UNSW staff members for several years. This year her workshops have been refreshed to focus on Wellbeing and also to allow for delivery online via Zoom. The broad aims of this workshop include:

- Learning about the science of wellbeing and resilience
- Understanding stress and burn out
- Exploring nine techniques to increase wellbeing
- Goal setting to build wellbeing and resilience
- Creating self-accountability and support for each other

There is one more workshop left this year in November. The November workshop will be conducted via Zoom, with two 1.5 hour sessions instead of the one 3-hour face to face workshop.

For more information and to book, click [here](#).

Health care and social assistance website

SafeWork NSW has a new Health care and social assistance website containing key information for workplaces including hospitals and medical services and social assistance services such as child care and counselling.

This industry has one of the highest rates of work-related injuries and illnesses reported each year. It is the fastest growing industry in NSW due to an ageing and growing population and increasing demand for child care, home and community-based care.

To visit the Health care and social assistance website, please [click here](#).



Lesson Learnt

In a recent incident, a lab was disposing of material through the lab's documented waste process. An old bottle of nitric acid that appeared to be empty was uncapped and placed into the local waste stream.

It was noticed that the bottle was fuming as it had a small amount of liquid (<5ml) remaining in it. The bottle was removed from the waste bin and the cap was replaced. Then the bottle was returned to the lab.

An investigation found that documented procedures were in place and staff and students were trained in the correct handling and management of waste, but that human error had resulted in the skipping of steps in the waste processing procedure.

Nitric acid is a hazardous substance and contact with the liquid could have resulted in a serious injury. Lab members have been retrained to ensure they understand the importance of each stage of the waste process, and lab processes will be regularly reviewed by supervisors. For more information, visit the Lesson Learnt on the Safety website [here](#).
