

# Te Korowai Whakaruruhau

Health, Safety and Wellbeing Service



## September 2023

Kia ora koutou

Welcome to the monthly Health, Safety and Wellbeing newsletter. Although in HSW we usually focus on workplace issues, and the effects of work on health, this month's theme extends our focus to mental health and personal resilience in daily life beyond work.

Our support networks in work, and the way we look out for one another and notice if things start to slide are important. Relationships and support are central to many of the workplace mental health models worldwide, and are part of our values described in Taumata Teitei.

Angus Clark - Associate Director – HSW

**Mental Health** Although Mental Health Awareness Week has passed, looking after our mental health is an important part of everyday life.

Reducing the Impact of Stress – the three R's.

The way we look at threats or stressors, as well as personal resources and environmental factors, affect how we respond to stress.



A combination of the Three Rs: can help us reduce the impact of stress.

- Refuel | Whakatipu,
- Resolve | Whakatika,
- Relax | Whakatā

We all respond differently to situations and events depending on our own views and experiences. What one person finds thrilling, another person may find terrifying. Stress is not always caused by an event or situation.

Sometimes stress can be caused by our own thoughts, feelings and behaviours. Often, how we feel and think about a situation can change how we react.

While we may not be able to control the situation that triggers our stress response, we can learn how we can change the situation, rethink the problem, or accept what has happened.

To help reduce the impact of stress, use the Three Rs:

Refuel | Whakatipu – looking after wellbeing and cultivating energy to refuel.

Resolve | Whakatika – identifying stressors and finding solutions that help resolve the causes of stress.

Relax | Whakatā – switching on the relaxation response to restore and rest.

You can find more information on the Three R's from Mental Health Foundation or using this link:

<https://mentalhealth.org.nz/resources/resource/reducing-the-impact-of-stress-the-three-rs>



**Spring is here and it's a good time to declutter our work, you'll have better results than dusting the blinds.**

**Benefits of decluttering,** decluttering your environment has numerous benefits for your mental and physical health. It can relieve stress and anxiety, improve sleep, reduce asthma and allergy risks, increase productivity and concentration, and have a positive impact on your overall health,

## Pain and Discomfort Service

Some staff members can experience discomfort at work which, if not properly managed, could deteriorate into chronic pain or cause absences. Whether due to pre-existing conditions, or exacerbated by work, it is in everybody's interests to minimise these effects and have staff well and at work. With early reporting and intervention, we are now able to support staff suffering from pain and discomfort without the need to submit a formal ACC claim with no guarantee of acceptance.

To find out more For further details on this service, visit the [Pain and Discomfort webpage](#).



## What are we discussing in the HSW team?

### Comings and goings within our team.

We welcome back from maternity leave Emily Boyd - Chemical Safety Advisor. Emily has returned in a part time capacity, and will dedicating her time to core tasks to maintain SciTrack and a few tasks related to mandatory compliance.

It is with sadness we say goodbye to Lizzie Thomson.

A HSW Advisor opportunity is currently being advertised internally. Please contact me or Neil Constable (Talent & Recruitment) if you have any questions. More information and applications can be made through smart recruiters.

[https://www.staff.auckland.ac.nz/en/human-resources/introduction/recruitment\\_resources/internal\\_vacancies.html](https://www.staff.auckland.ac.nz/en/human-resources/introduction/recruitment_resources/internal_vacancies.html)



Our Health, Safety & Wellbeing assessment using the Safeplus tool continues across all parts of the University. Completing the assessment will help to improve University of Auckland | Waipapa Taumata Rau health, safety, and wellbeing performance. The link from Safeplus will look like:

<https://online.safeplus.nz/assess?c=8fd99c>

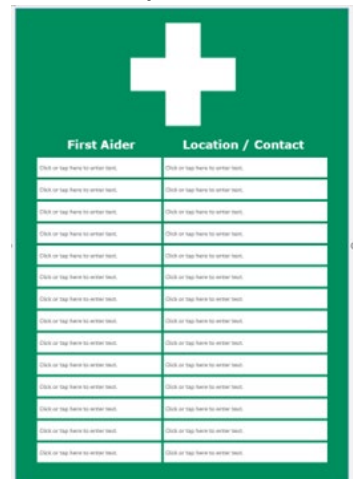
it is not spam.

## First Aid

We know from registrations that First Aid courses are well attended at the university so that means there are good numbers of first aiders available. It is a comprehensive course with 4 hours of online preparation before the in person day. [Comprehensive First Aid Course \(with Online Pre-Learning\) \(csod.com\)](#)

But how do we know who the first aider is in our team or floor? Especially when there are fewer people in the office and the first aider is working from home, Is there another first aider who can step in and help? Where do we communicate this vital information? **It is up to us all to make sure this information is available and up to date.**

Fill out the form, add it to your noticeboard, add it to your emergency kit, mention it in your team meeting and put a note in your diary to review the information is still correct. Download a copy of the green first aider sign [First aid kits and defibrillators - The University of Auckland](#)



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## HAZARDOUS CHEMICALS

### Hazardous Containment

We recommend doing a deep dive into long forgotten cupboards and cabinets to look for hazardous chemicals, biologicals and radioactive materials and disposing of them as per the University of Auckland Health and Safety and Wellbeing guidelines.

Life cycle management of legacy chemicals is important, and the Hazard and Containment team can be contacted for advice around disposals.

An annual reconciliation of the Scitrack inventory is required.  
More updated information on

Chemical Risk Management Protocol can be found here:

<https://www.auckland.ac.nz/en/health-safety-wellbeing/health-safety-topics/laboratory-safety/chemical-safety/lab-rules-and-safe-methods.html>

Biological material guidelines are here:

<https://www.auckland.ac.nz/en/health-safety-wellbeing/health-safety-topics/laboratory-safety/biological-risk/risk-management-containment.html>

Radioactive materials guidelines are here:

<https://www.auckland.ac.nz/en/health-safety-wellbeing/health-safety-topics/laboratory-safety/radiation-risk/ionising-radiation-guidelines.html>

**The University of Auckland Stay safe in our chemical labs by following the rules and the SMOU (Safe Method of Use).**

### HSW Training coming up

- [Risk Assessment](#) 10 October & 11 November (morning session at City Campus)
- [Health and Safety: Role of a Leader and Manager](#) 14 November/ City Campus (3 hours)
- [Fire Safety and Warden Training](#) (90 minutes)
  - B902.402 Eng faculty (Newmarket) Thu, 19 Oct 2023, 10:00 - 11:30
  - B260.325 OGGB Mon, 13 Nov 2023, 10:00 - 11:30

- [Comprehensive First Aid Course \(with Online Pre-Learning\)](#) 17 October, 18 October, 23 November. All are waitlisted, please enrol as places often become available.
- [First Aid Refresher](#) 17 October, 21 November with the final refresher course on 7 December all at City Campus (1 day)
- [Health and Safety Representative Training: Stage 1](#) 12 & 13 October (2 days)
- [Health and Safety Representative Training: Stage 2](#) 26 & 27 October (2 days)
- [Mental Health 101 \(MH101\)](#) 20 November (open for bookings), this is a popular course with real life examples, role playing and strategies to use on the job (1 day at city campus)
- [Chemical Safety Management in Laboratories](#) 22 November (3 Hours)
- [DLP Containment Workshop](#) 16 November at City Campus (3 hours)

Online Courses are available anytime.

- [Creating Health and Safety Awareness](#) 20 minutes
- [Health and Safety Awareness for Triage Co-ordinators](#) 15 minutes
- [Health and Safety Awareness for Line Managers / Academic Leaders](#) 20 minutes



**Tūngia te ururua, kia tupu whakaritorito te tupu o te harakeke** *Clear the undergrowth so that the new shoots of the flax will grow*

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