

Te Korowai Whakaruruhau

Health, Safety and Wellbeing Service



A note from Angus

Firstly, some good news!

As a result of our annual audit under ACC's Accredited Employers' Programme, the University has retained its Tertiary status – the highest achievable award. Thanks and congratulations are due to Ras Malika and Dave Lewis for their leadership and hard work over the 3 months leading up to the audit.

We are also undergoing a slight planned change in staffing, as we welcome both Erica Zarate (Biological Safety Adviser) and Emily Boyd (Chemical Safety Adviser) back from parental leave.

This also means, sadly, that we say goodbye to Sarah McManaway and Natalia Abrega whose secondments will end and they return to their previous roles in the Centre for Cancer Research and the School of Environment respectively. We will be sad to see them leave, but thank them for the excellent work they have done.

Handwritten signature of Angus Clark in blue ink.

Angus Clark - Associate Director – HSW

Health, Safety & Wellbeing Conference 2023

We are bringing together H&S representatives from across the university to connect with one another and to hear from industry experts and UoA HSW champions. It is on 28 August and we have gone out to the Chairs of HSW Committees to nominate 3-4 reps from their Faculty or service division to attend.

This is the first time we have run a conference for our reps and we are looking forward to sharing what works well, what has been challenging and what we can improve across the University as a group.

Our line up of speakers for 2023 includes:

- **Brent Armitage (Air NZ)**
- **Simon Diprose (Habit Health)**
- **Skye Stuart-Manteith (WorkSafe)**
- **Matthew Sidford (Faculty of Engineering /UoA)**
- **Trudy Geoghegan (FENZ)**
- **Angus Clark (Associate Director of HSW / UoA)**



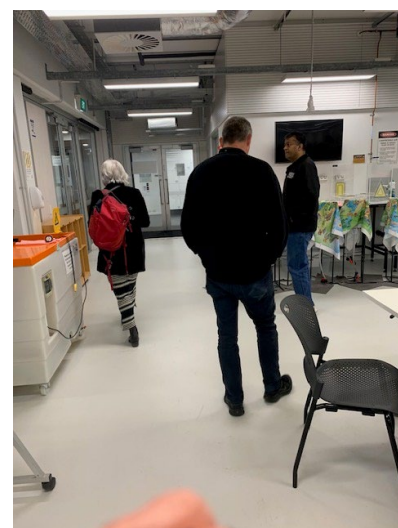
Places are limited, so please flag your interest to your committee chairs for consideration. We very much look forward to seeing you there!

Safety Walks

Safety walks are a great way to review the ins and outs of spaces and how safe they are for the people who use them. What's changed? Is signage up to date? What are the hazards? What are the safety processes in place? Have we added new machinery? Are there modifications to existing machinery? Have there been any incident trends that are pointing to a risk assessment review? Talk around the topic, get different perspectives and come to a solution.



Tracey McGall (HSW Manager) makes a point of scheduling a safety walk with her colleagues at the Faculty of Engineering each week. She takes a friendly, proactive approach to walk alongside technical managers and other staff to understand their labs and workshops. What is the machinery used for? What are the risks to the people using the space or machinery? What induction processes ensure new users know how to use the machinery? How do safety stop buttons work? How do guards work? Are compliance checks up to date? PPE requirements? Plus lots more.



It is a chance for an open and honest discussion and to agree solutions that look after all our people and ensure that we all make it home safely after work.

We all know our own workspaces best but bringing in a fresh pair of eyes is often invaluable. Things that might seem obvious or “we’ve always done it that way” can be revisited and improved.



Who comes with you on a safety walk? Colleagues, line manager, students, academics. We are all on the Health and Safety team together. It is an opportunity to encourage communication up and down the organisation to shine a light in all the nooks and crannies.

Where can we take a safety walk? Right across the university including offices, staffrooms, public areas, labs, workshops, kitchens, accommodation halls, cupboards you haven’t ever looked in but walk past daily. All buildings and all areas – get amongst it!

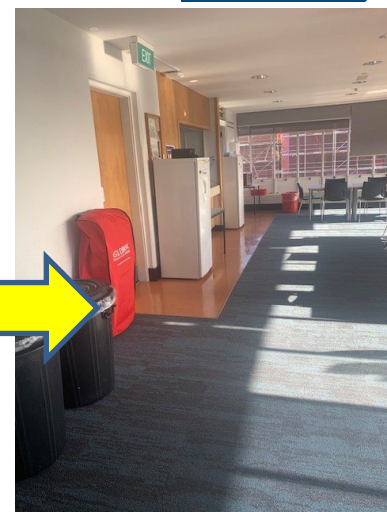
Who is best placed to go on a safety walk?

Anyone! Your HSW Manager or Advisor can assist, give you tips, if you contact them they may even be able to attend.

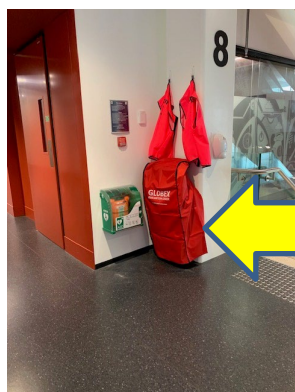
We’d love you to take a health and safety walk, send us some pictures and tell us what you learnt.

Evacuation Chairs / Dave Lewis

There is a common misunderstanding that it is the responsibility of the emergency services to ensure everyone evacuates from a building safely, it is not.



There is a legal requirement in many countries including New Zealand for employers and service providers to ensure the safe evacuation of mobility impaired persons in the event of an emergency.



An evacuation chair is a chair designed to be used to safely evacuate non-ambulant persons from upper or lower levels of buildings in the event of an emergency or when lifts cannot be used due to maintenance or a power failure. Persons who are mobility impaired, injured, elderly, pregnant or in medical emergencies can be easily and smoothly transported using evacuation chairs with no heavy lifting or manual handling involved.



If there are any evacuation chairs available in your building(s), please ensure that;

- your team members are aware of the locations where the evacuation chairs are placed
- the relevant team members have been trained on how to correctly use the evacuation chairs
- the regular inspections are carried out to confirm that the evacuation chairs are free from any obvious damages



Contact us via hsw@auckland.ac.nz, if you need to purchase an evacuation chair(s) or organise a training session for your team members.

Please visit our webpage for more details: [Evacuation chairs](#)

Vaccinations

It is not too late to get your Flu jab. We are keen for everyone across the university to avoid the flu and the vaccination is FREE to students and staff.

- Campus Pharmacy are still taking walk-ins for the flu vaccine – you'll need to show your Campus Card or Staff ID answer a couple of questions to be eligible.
- For eligible staff and students requiring Covid Booster, MMR (measles, mumps rubella), Boostrix (whooping cough, tetanus, diphtheria) immunisation, these are all available at Campus Pharmacy. If you are not sure what you are entitled to, the pharmacy staff will be able to assist you.

- PLUS, this year we have partnered with local pharmacies for our people based in Leigh Marine Lab (Matakana Pharmacy) and Tai Tokerau (Kensington Pharmacy) to provide flu vaccines paid for by the university. Same deal as Campus Pharmacy – just walk in, show your Campus Card or Staff ID and you are eligible.

The Flu Vaccine is available right up till 30 October 2023– write it on the notice board, bring it up at team meetings, mention it in your weekly wrap up, check with your colleague sitting next to you.

What are we discussing in the HSW team?

Argh! Slips and Trips! This time of year there is an increased risk of slips and trips. The wet weather is causing slip and trips hazards across the university, look out for a green tinge on walkways and outside areas. The university takes the causes of slips and trips seriously and encourage online reporting no matter how small.

Watch out and report:

- Wet entrance ways
- Unmarked changes in floor levels
- That green tinge on outdoor walkways
- Poor lighting
- Not using the handrail
- Poor housekeeping
- Untidy cables

Don't be shy, report a near miss slip or trip or an observation of a slippery spot. Save the next person from injury!

[Report concerns, incidents and hazards - The University of Auckland](#)

Change in ACC Injury Provider

In case you missed it last month, on 1st July 2023, the University and UniServices changed their ACC injury management provider to WellNZ. This means that staff should now ask treatment providers to send any ACC work-related injury claims to WellNZ.

All other aspects of the service remain exactly the same, or have been enhanced.

Full details are available on the [Work-related Injuries](#) and [Injury Management](#) webpages. Posters have been circulated for noticeboards to provide necessary updated information. Need more information? email us: hsw@auckland.ac.nz

HSW Training coming up

Moving and Handling Training

This has been popular across the university, training focusses on:

- Applying safe handling technique to work tasks
- Risk assessment - what, when and how
- Action plans for handling issues
- Safe handling techniques
- Warm ups and pre and post activity stretches

You'll need 7 attendees to schedule a moving and handling class and there are some criteria for registration. Read about it and drop us an email. [Moving and Handling Training \(Manual Handling\) \(csod.com\)](#)

- [Risk Assessment](#) 22 August and 19 September (morning sessions at City Campus)
- [Health and Safety: Role of a Leader and Manager](#) 12 September and 14 November/ City Campus (3 hours)
- [Fire Safety and Warden Training](#) (90 minutes)
 - B405-222 Eng faculty (City) Thu, 24 Aug 2023, 10:00 - 11:30
 - B405-222 Eng faculty (City) Wed, 20 Sept 2023, 10:00 - 11:30
 - 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 \(with Online Pre-Learning\)](#) The next classes without waitlists are Wednesday 18 October and Thursday 23 November.
- [First Aid Refresher](#) 15 August and 13 September 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 October (2 days)
- [Mental Health 101 \(MH101\)](#) 28 September(waitlisted already) and 24 November (open for bookings), this is a popular course with real life examples, role playing and strategies to use on the job (1 day)
- [Chemical Safety Management in Laboratories](#) 22 November (3 Hours)
- [DLP Containment Workshop](#) 19 August and 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
