

Te Korowai Whakaruruhau

Health, Safety and Wellbeing Service



June 2024

Kia ora Koutou,

Our Health and Safety Representatives play an important role in communicating with our leaders and helping to influence better outcomes for all those involved in our unique campus workplace.

I would like to take this opportunity to thank all of those who are fulfilling this responsible and unique role in volunteering to be part of our health and safety representative community within the University of Auckland.

We, as a team, know our workspaces and our people better than anyone else which puts us in the best place to help manage the risks around us.

In this issue we look at:

- New frontiers in forklift safety
- Dates in June
- University of Auckland resources
- ACC AEP audit – What’s it all about
- HSW Community of Interest group
- Winter heating safety notice
- Vaccinations available
- Courses
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- Whakatauki



Angus Clark
Associate Director – HSW

New Frontiers in forklift safety

AI technology to sense pedestrians around forklifts is the centrepiece of a new safety commitment WorkSafe has accepted from, Trevelyan's Pack and Cool Limited, a major player in the kiwifruit industry. Trevelyan's is New Zealand's largest single-site kiwifruit and avocado packhouse.



In response to an incident Trevelyan's has committed to delivering a series of safety initiatives worth half a million dollars. One of these is an AI pedestrian detection system fitted to 40 forklifts to improve safety and reduce risks. WorkSafe's Catalijne Pille says "artificial intelligence brings significant possibilities for health and safety innovation. In this case, it's about using algorithms and sensors to detect nearby pedestrians to reduce the risk of accidents and enhance workplace safety. We hope to see the benefits extend beyond the kiwifruit industry,"

"Trevelyan's investment to improve safety in their workplace is the preferred solution in this case. It demonstrates a substantial commitment to health and safety which may not have been achieved by prosecution."

Click [here](#) to read the full article.

(WorkSafe News 11.06.24)

Dates in June

05 June World Environmental day

07 June World Food Safety Day

14 June Global Wellness Day <https://www.globalwellnessday.org/>

28 June Matariki

University of Auckland Resources



The University of Auckland has some excellent information on [working remotely](#), from home or elsewhere. This link will take you to tips for working productively, keeping motivate and connected as well as how to set up a remote workstation that is comfortable.

The ACC AEP audit: What are the standards, and what's it all about?

It is all about achieving better outcomes for our workers. The University, as an Accredited Member of the ACC Accredited Employers Programme (AEP), undergoes annual audits. Any part of the University may be selected for these audits, which follow a set of defined standards. This year, it's a full audit covering our Health and Safety systems and Injury Management. The audit is scheduled to take place in week commencing 15/07/2024. Selected Faculties and/or Service Divisions will be notified soon (once ACC selects the sites and notifies us!).

The university has a comprehensive system that meets the requirements of the standards; however, to maintain our status at tertiary level (the highest level) we need to demonstrate that the system engages people in contributing towards continuous improvement. This means visible health and safety leadership, involving everyone and making sure everyone understands the fundamentals of risk assessment. Improvements can be straightforward and practical, for example addressing the way we work or the equipment we use. Examples can include purchasing quieter power tools or using safer materials or processes. If you have ideas on how to improve health and safety, please share them. You can also log them in our incident reporting system under "observation".

In addition, our auditor will conduct interviews with staff, management, and some injury claimants. There will also be focus group conversations. Wellnz (who partner and work with us to manage claims) are involved in the audit and are also subject to additional reviews by ACC auditors.

The standards the University adheres to are explained here: [Accredited Employers Programme](#)

All managers with direct reports should have received a Career Tools notification and a link to this awareness video. It should also be on their Career Tools home page. Please send an email to hsw@auckland.ac.nz if you have not yet received the notification.

Your HSW team

Should you need to contact the University of Auckland's Health, Safety and Wellbeing Team your contacts can be found [here](#)

Winter Heating Safety

A change in season impacts all, especially winter being cold, wet, and gloomy.

To ensure a healthy and safe environment at work and at home follow this advice for heaters:

If heaters are to be purchased for work, please seek guidance:





- LPG, fan and radiant bar type heaters are **not allowed** to be used on University premises, as they are deemed a fire risk
- Column heaters are acceptable although make sure they're turned off at the end of each day
- Make sure no items are near or on heaters that cause fire risks e.g. cabling, books, coats etc...

To be safe, follow this advice:

- **Always apply** the "Heater Metre" rule: Keep a heater 1 metre away from furnishing and any material that may combust and burn
- **Do not use** heaters as clothes dryers. Do not cover heaters with any materials. They will overheat, burn materials and smoulder, producing toxic smoke and fire
- Always plug heaters directly into a wall socket. Never plug into a plug-in-adaptor or multi-outlet power board. Heaters can use a lot of power and result in overloading these electrical items which may cause a fire
- Keep your heaters clean and avoid dust or debris building up with heater enclosures
- Ensure that heaters are positioned correctly on their stands and placed on a level surface. Ensure they are in an area where they cannot be knocked over or that their electrical cords do not become a tripping hazard to others
- If a heater is damaged it should be removed from service immediately and labelled unserviceable. It needs to be checked and repaired by a qualified electrical appliance technician before being brought back into service
- **Turn off all heaters before leaving your office or home. Do not leave them on overnight or unattended**
- All portable heaters are subject to the University's Electrical Testing and Tagging requirements and must display a current safety tag. [Refer to Electrical testing policy and guidelines](#)
- If you have an issue with heating, please raise - refer to 'Raising Maintenance Jobs' below
- For further advice on home fire safety during winter visit Fire & Emergency NZ (FENZ): [Winter Fire Safety](#)



Raising Maintenance Jobs

Communication Channels Escalation Streams

1. If urgent contact Staff Service Centre & or Facilities Coordinator/ Manager
2. If non-urgent, raise a service request via the web portal <https://superuoa.custhelp.com/app/ask> (See below)

Do you require support in raising a ticket? if so either contact

- Staff Service centre who can raise a ticket on your behalf 09 923 3000
- Respective School Reception & or Group Services Coordinator
- Respective Facilities Coordinator

What is reasonable timeframe to expect an update?

Courses

Incident Management & Investigation course

This course will equip individuals responsible for conducting incident investigations with the skills to effectively manage an incident scene and conduct effective investigations. Upon completion, delegates will possess the necessary skills to conduct comprehensive and concise investigation reports, contributing to a safer and more informed work environment.

Key Content

On successful completion, participants will:

- Be able to explain why workplace accidents need to be reported and investigated.
 - Gain insight into the importance of incident investigation, barriers to reporting and how to overcome them.
 - Understand the legal, financial, and moral aspects of investigating workplace incidents.
 - Understand how to safely manage an incident scene.
 - Understand the concepts of multiple causation and root-cause analysis.
 - Be able to detail an incident investigation process using a hypothetical incident.
 - Produce an incident investigation report based on a documented incident.
 - Understand what is a Notifiable Event and what actions to take if one occurs
- Suitable for all members of staff who are required to undertake incident investigations and health & safety representatives

Risk Assessment

This workshop will assist staff in understanding how to undertake a successful work-related risk assessment for both activities and locations.

Key Content

By the end of this session participants will be able to:

- Know the definition of terms such as hazard, risk, likelihood, consequence
- Know how to approach the 5 steps of the risk assessment process
- Understand the importance of good preparation
- Identify significant hazards
- Identify the people who may be harmed
- Be familiar with the hierarchy of control and evaluate the suitability of existing control measures
- Know how to calculate the risk level attached to a particular hazard
- Be able to break down processes into tasks
- Understand how to communicate the risk assessment findings and the importance of doing this well
- Recognise the conditions prompting a review of risk assessment.

Suitable for members of staff and postgraduate students involved in the risk assessment process. For students who would like to attend this course, pls send your name, student ID number and the faculty name to od@auckland.ac.nz

HSW Community of Interest Group (CoI)



On 12 June, Dr Ashveen Nand hosted the HSW CoI group in one of the Faculty of Engineering's multi-disciplinary learning spaces (MDLS) Labs that he manages. He provided us with an insightful overview of the MDLS facilities and how their health and safety systems operate.

The next meeting will be in August, available online and in person

To join the group and add your voice please email the Health, Safety and Wellbeing Team via hsw@auckland.ac.nz

Vaccinations

As we head into the depths of winter and colds/ flu/ covid/ RSV all becoming more prevalent, you can still protect yourself with vaccination.

Flu vaccinations continue to be available free for eligible staff and students at Campus Pharmacy – no appointment necessary. The friendly staff will be able to advise on which vaccination is recommended.

The Unichem Campus Pharmacy also offer a range of other vaccinations including:

Meningococcal – This is free for all first-year students living in halls. Find out more about meningococcal disease and immunisation [here](#).

Measles Mumps Rubella – MMR free for all students

Tetanus, diphtheria, whooping cough vaccine (Boostrix)

Find out more about these vaccines [here](#).

Next month

July is Mindfulness Month. <https://mindfulnessmonth.co.nz/>

Quiet your mind. Improve wellbeing.

Take part in Mindfulness Month this July and develop simple daily habits that can make a big difference for your wellbeing and outlook on life.

Discover the magic of mindfulness:

Journalling • Digital Detox
Meditation • Mindful Eating

Take on the weekly challenges in July to focus on the present and create better mental health.



UNIVERSITY OF
AUCKLAND
Waipapa Taumata Rau
NEW ZEALAND



**Whāia te mātauranga hei
oranga mō koutou**

Seek after learning for the sake of your wellbeing



Thank you for taking the time to read your HSW Newsletter
Keep Well