

Human Resources Newsletter

News and Information for Staff of
The Flinders University of South Australia
from the Manager, Human Resources Division

October 2003

OCCUPATIONAL HEALTH & SAFETY

<http://www.flinders.edu.au/ohsw/index.html>

LEGISLATION TO CHANGE

The SA Occupational Health Safety and Welfare Act and the Workers Rehabilitation and Compensation Act are both under review.

The drafts are being re-considered by the Parliamentary Committee and it is anticipated that they will be presented to the House of Assembly again before the end of the year.

Proposed changes to the OHS&W Act include:

- restructuring the current Workplace Services (i.e. the OH&S Inspectorate) to an organisation to be known as 'SafeWork SA';
- making WorkCover responsible only for workers compensation and rehabilitation and moving all other OH&S responsibilities – including the WorkCover auditors - to SafeWork SA;
- increasing the powers of the Inspectors;
- increasing the number of Inspectors;
- increasing accountability of all staff and employers.

Proposed changes to the R&WC Act relate to issues such as employers' levy rates, fees to rehabilitation providers, and qualifications of service providers.

It is anticipated that the Exempt Employer Performance Standards will also be reviewed when the legislation has changed but as yet there is no indication of what those changes might be or what effect they will have on the management of OH&S at the University.

OH&S UNIT TO MOVE

The Occupational Health & Safety Unit will be moving in October in order to accommodate the expanding needs of the Student Centre.

The OH&S Unit will be located in the Registry annex in the Buildings and Property Division area and will be accessed by stairs or lift inside the western end of the main Registry building.

OH&S INTERNAL AUDITS

The internal audit teams are now auditing Electrical Appliance Safety.

They are also checking that people are aware of the distinction between the OH&S inspection system and the OH&S audit system. (Hint: regular inspections are done to identify hazards (e.g. torn carpets) and audits are carried out to check that the various systems for managing OH&S matters are working as they should.)

The OH&S Unit will soon be auditing Radiation, Laser safety and Chemical Waste Disposal.

FREE COUNSELLING FOR STAFF

A new psychologist has been added to the list of providers for the University's employee assistance program.

Adelaide based psychologists are:

Ms Sue Stefanovic, 297 Pirie Street, 8236 0136
Ms Jane Fowler, 311 Glen Osmond Rd, 8379 4808
Mr Chris Edwards, 71 Angas Street, 8223 2214

Staff who are experiencing private or work difficulties may seek assistance from any of the counsellors.

Supervisors seeking assistance with managing difficult situations are also encouraged to use this service.

Names will not be disclosed to any member of the University at any time and do not appear on the account from the psychologist.

Further information, including Northern Territory contact details, can be seen at:

<http://www.flinders.edu.au/ohsw/EAP.html>

Helen Holmes will be unavailable for several months and so her contact details have been temporarily removed from the listing.

Jennie Cumming, Head OHS Unit

TAI CHI – FREE AT LUNCH TIMES

Classes are run during the 4 school terms, 9 classes each term for a duration of 45 minutes each class and are held in the Geoff Harrison meeting room, back of Union Building, near Clubs and Societies Office.

Tai Chi Level 1 for beginners is held on Wednesdays from 12.10pm to 12.55pm.

Tai Chi Level 4 for continuing students is on Wednesdays from 1.10pm to 1.55pm.

Tai Chi Level 6 for continuing students is on Fridays from 12.10pm to 12.55pm.

Previous students are welcome to join any time slot for a refresher course.

New students will be able to start in Term 1 of next year.

OHS SUPERVISOR TRAINING COURSE ON-LINE



The OHS supervisor training course has been converted to WebCT, and can be accessed at this address:
www.flinders.edu.au/ohsw/training/tr_supervisor.html

Select your Cost Centre on the registration page and then select 'create account' if you are registering for the first time.

Your login and password are the same as for your email account.

On subsequent visits to the site select the 'login' button to access the course.

The current version of the course located at this address:
wwwfp.cc.flinders.edu.au/Web_SupTrng/Introduction/Starthere.html will no longer be available after December 31.

If you have commenced the above version of this course please ensure that you complete it before the above date.

The course is designed for **all academic staff** as well as **general staff managers and supervisors**.

All academic staff are considered to be supervisors, because of their role in relation to students.

General staff might not have the word supervisor in their job title but if they direct the work of others they are considered to be supervisors for occupational health and safety purposes.

As a supervisor you have certain responsibilities under occupational health, safety and welfare legislation, including the responsibility to ensure that the staff you supervise receive training in safe work practices.

This includes ensuring that staff operating keyboard equipment take regular breaks.

The supervisor training course explains your responsibilities to you under the following topics:

1. Your responsibilities
2. OHS&W legislation
3. OHS&W structures in Flinders
4. Consultation
5. Managing hazards
6. Accident investigation
7. Rehabilitation

You can select the topics in any order and do them as often as you like. At the end of each topic there are questions about the content of the topic. If you achieve 70% accuracy in each topic you will be issued with a training certificate.

Please forward your feedback to;
chris.euripides@flinders.edu.au or call on X13024.

If you are experiencing login problems with WebCT, please email:
webct.help@flinders.edu.au

Chris Euripides, Administrative Assistant