WHS report to Medicine Faculty Board  March 2021

Project Salus update:

The first release for WHS Monitor is scheduled for April. This will deliver Hazard Management, Incident Management and Inspections, together with related Dashboards and Reporting. UNSW Medicine & Health have provided nominations from most Schools and Centres for local administrators, trainers, super-users and testers for WHS monitor. User Acceptance Testing will be commencing shortly and a revised submission for funding of the remaining releases 2 and 3 will be prepared in the next quarter.

To assist with the transition to WHS monitor, Schools/Centres have been asked to complete and close out corrective actions still open in PiMS to minimise the amount of data transfer required. Schools and Centres have also been asked to clean up the data currently held within SafeSys by archiving old documents no longer in use, and approving documents currently in draft or pending approval.

Consultation:

In 2021 we welcome a new level 3 health and safety committee to the Medicine & Health WHS consultation framework. The School of Optometry and Vision Science health and safety committee is chaired by Dale Larden and meets quarterly. Our level 3 committees have been reviewing their membership following workplace change in 2020 to make sure the committee membership reflects current organisational structures and positions that have become vacant due to staff leaving UNSW are filled.

Incident reporting and investigations*

Medicine Hazards, Incidents, Workplace Inspection from 01/01/21 – 28/02/21:

<table>
<thead>
<tr>
<th></th>
<th>Number</th>
<th>% Closed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hazards reported</td>
<td>19</td>
<td>95%</td>
</tr>
<tr>
<td>Incidents reported</td>
<td>6</td>
<td>100%</td>
</tr>
<tr>
<td>Workplace Inspection corrective Actions</td>
<td>16</td>
<td>91%</td>
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</table>

Worker’s compensation performance:

No worker’s compensation claims have been recorded since the last Faculty Board meeting

SafeWork NSW/WHS compliance:

There were three reportable incidents to SafeWork NSW within the last reporting period:
1. A contractor who was completing emergency lighting rectifications in the Library building received an electric shock while moving a ceiling tile. Works were halted and the electrical hazard was isolated, locked and tagged out until it was rectified.

2. A contractor sustained a cut wrist while trying to push back a Perspex viewing window on a fan extraction box.

3. **Hydrothermal Autoclave incident**

On the 16th March there was a SafeWork NSW-reportable incident in Engineering involving the use of a small stainless steel pressure vessel (hydrothermal autoclave) in a furnace. SafeWork NSW attended the site and 3 Provisional Improvement Notices were issued to UNSW. The following measures are to be taken to remedy the contravention:

1. Manage the risk to health and safety and minimise the risk of fire and explosion to workers and students when conducting the “Hydrothermal synthesis of potassium sodium niobate nanomaterials” using a furnace to heat a Hydrothermal Autoclave to about 190 degrees Celsius.

2. Ensure the provision of adequate supervision to ensure safe work procedures are followed by workers and students when undertaking this experiment.

3. You must provide to Safework a report indicating the particulate composition of the friable particulate located in laboratory X as a result of the explosion of the furnace during the hydrothermal synthesis of potassium sodium niobate nanomaterials experiment on 16/03/21.

4. You must develop, implement and maintain effective risk management and safe work procedures in relation to the experiment.

Across UNSW students and staff were directed to immediately cease using all hydrothermal autoclave vessels until further notice. Information was requested by the Provost from Faculties more broadly about the safety of their current experiments and equipment. Where non-compliance in safety documentation or training were identified, use of the experiment or equipment has been directed to be immediately suspended until the situation has been reviewed and remedied.

**Training**

<table>
<thead>
<tr>
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<th>New staff (target 100%)</th>
<th>All Staff (target 80%)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total number</td>
<td>136</td>
<td>1623</td>
</tr>
<tr>
<td>% completed HSE Awareness</td>
<td>89 (87)</td>
<td>67 (75)</td>
</tr>
<tr>
<td>% completed HSE Ergonomics</td>
<td>88 (85)</td>
<td>63 (69)</td>
</tr>
<tr>
<td>% completed Responsible Employee</td>
<td>89 (88)</td>
<td>69 (78)</td>
</tr>
<tr>
<td>% completed SM&amp;R</td>
<td>85 (85)</td>
<td>65 (73)</td>
</tr>
</tbody>
</table>

*source data from PiMS online Health & Safety reporting system report run 24/02/2021*