

Workplace Health and Safety Policy

Section 1 - Purpose of Policy

(1) The University of Wollongong (the University) is committed to providing a physically, psychologically safe and healthy workplace for its workers, students and visitors in accordance with the [Work Health and Safety Act 2011 \(NSW\)](#) and [Work Health and Safety Regulation 2017 \(NSW\)](#).

Section 2 - Application and Scope

(2) This Policy applies to:

- a. workers of the University including;
 - i. staff;
 - ii. trainees;
 - iii. volunteers and affiliates including visiting and honorary fellows;
 - iv. outworkers;
 - v. apprentices;
 - vi. work experience students;
 - vii. contractors or subcontractors;
 - viii. employees of a contractor or subcontractor;
 - ix. employees of a labour hire company assigned to work for the University.
- b. students;
- c. affiliates; and
- d. other visitors to the workplace.

(3) This Policy does not apply to staff employed by:

- a. other entities controlled by the University; and campuses of the University outside Australia.

Section 3 - Policy Principles

(4) The University will undertake the following activities in fulfilling its commitment to the provision of a healthy and safe workplace:

- a. develop, implement and maintain a health and safety management system which includes the requirements of this Policy;
- b. comply with applicable health and safety legislation as well as other requirements such as Codes of Practice or Australian Standards;
- c. allocate sufficient financial and physical resources to enable the effective implementation of the this Policy;
- d. implement a health and safety risk management process to ensure workplace hazards, including both physical

and psychosocial hazards, are identified, assessed, controlled and reviewed where they are not able to be eliminated;

- e. provide, handle and store equipment, structures, substances and systems of work without risk to health;
- f. provide and disseminate current health and safety training and information to workers, students and visitors via the internet and other suitable delivery methods;
- g. implement arrangements for the consultation of health and safety matters with workers and students;
- h. establish measurable objectives and targets for health and safety aimed at the elimination of work-related illness and injury; and
- i. report on measurements and targets to the WHS Committee, University Management and University Council.

(5) This Policy is supported by the University's [WHS Management System](#), procedures, guidelines and plans.

Section 4 - Roles and Responsibilities

(6) University Council has the responsibility to oversee the monitoring of the University's WHS performance against objectives and targets.

(7) The Vice-Chancellor and President has responsibility for, and is committed to, the effective implementation of this Policy.

(8) The University Executive will support Executive Deans, Heads of School, Directors, Managers and Supervisors to fulfil their health and safety responsibilities and accountabilities.

(9) Consultation on WHS will occur according to the [WHS Consultation Statement](#) which includes the operation of the WHS Committee, local area Safe@Work Committees and Safe@Work Representatives.

(10) All workers, students, affiliates and visitors have a responsibility to take reasonable care for their own safety and the safety of others and comply with any reasonable instruction, policy, procedures or guidelines of the University in relation to health and safety.

(11) The Wellbeing Health and Safety Unit is available to provide advice regarding specific health and safety matters, update the University on legislative changes and assist with the development, implementation and monitoring of this Policy and the WHS management system.

(12) Further description of WHS responsibilities are outlined in the on the UOW staff intranet under "[Roles and Responsibilities for Workplace Health and Safety](#)".

Section 5 - Definitions

Word/Term	Definition (with examples if required)
Affiliates	Includes people holding University of Wollongong Honorary Awards as conferred by the University Council, including the awards of Emeritus Professor, Honorary Doctor and University Fellow; people appointed in accordance with the Appointment of Visiting and Honorary Academics Policy .
Outworker	Outworkers are contractors or employees who perform their work at home or at a place that wouldn't normally be thought of as a business premises.

Word/Term	Definition (with examples if required)
Visitor	<p>Any person who visits the University and is not classified as a worker of the University. Visitors to the University may include, but are not limited to:</p> <ol style="list-style-type: none"> 1. Students; 2. Conference and function attendees; 3. Commercial clients or customers including those visiting UOW Pulse or UOW Enterprises; 4. Family and friends of workers or students; 5. Tenants; 6. Community visitors including prospective students, parents and collaborators.
Work Health and Safety (WHS)	Multidisciplinary field concerned with the safety, health, and welfare of people at work.

Status and Details

Status	Current
Effective Date	3rd December 2024
Review Date	3rd December 2029
Approval Authority	University Council
Approval Date	27th November 2024
Expiry Date	Not Applicable
Responsible Executive	Stephen Phillips Vice-President Operations
Responsible Officer	Darren Smith Senior Manager, Wellbeing, Health and Safety
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