



## May 2020

And you thought we had a big newsletter for you in April? Welcome to the May newsletter - 18 articles bursting with news and important information to keep you safe and healthy. Maybe get a cup of something hot before you get started!

In some very exciting news, we now have a FREE replacement for the Global Challenge - the Local Challenge! It kicks off on 1 June, so get your team organised! We have free personal phone consultations with a nutritionist plus several Benestar webinars coming up in May, and don't forget to take your free online health check with Get Healthy at Work.

In Safety news, we have another exciting announcement - our SafeSys WHS Replacement Project has been approved! The new system is named Project Salus - read on for more information.

We'd like to remind everyone about the dangers of many cleaning chemicals - particularly hand sanitiser which is everywhere right now and which can be a fire risk. Other reminders are about hazard and incident reporting and supervision requirements for staff who are on campus working alone.

We also need to look out for fake face masks now on the market.

Biosafety training, poisons and therapeutic substances training and other WHS training can now be done online - we've got several articles here to tell you how to access these courses.

There's just too much here to mention it all so have a good look through and don't forget to get your flu shot!



### WHS Replacement Project Update

Salus was the Roman goddess for Safety and Wellbeing, and is the name chosen for UNSW's [SafeSys WHS Replacement Project](#).

Now we have Management Board approval, we can proceed with the chosen vendor, Arventa, to replace SafeSys. We have the funds, the right team and, we believe, the best technology to ensure an even safer research, workplace and campus learning environment for all at UNSW.

The technology, known as WHS Monitor, is cloud-based Work Health and Safety compliance management software. You can check out a demo [here](#).

### The Global Challenge goes Local...

This year at UNSW we are trading the Global Challenge for something new - the Local Challenge!

The Local Challenge is part of the WA Government's Get on Track Challenge program. Get on Track is a free, team-based, online challenge helping you to increase your physical exercise and your daily fruit and vegetable intake.

In teams of four, you'll race other UNSW teams as you move along a virtual track. The more exercise you do and the more fruit and veg you eat, the more you move! You can use your own device to track your steps - syncing is available for Garmin, Fitbit and Jawbone devices.



Once you register with Get on Track, you'll be able to create a team in the Local Challenge and become a Team Captain, or join an existing team. So have a chat with your colleagues and start building your teams!

The Local Challenge commences on Monday 1 June and finishes on Monday 24 August.

For more information, check out the Wellbeing website's [Local Challenge](#) page.

To register for the Local Challenge, [click here](#). If you have any questions, please contact our Wellbeing Coordinator, [Liza Poppert](#).

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### **Staying pandemically clean - safely!**

Many cleaning chemicals and disinfectants are hazardous substances. They can be toxic, flammable, corrosive and/or irritants!

The daily number of calls to poisons centres for exposure to cleaning chemicals and disinfectants has increased across all age groups with the Covid-19 pandemic. Bleach accounts for the largest percentage increase, then non-alcoholic disinfectants and also hand sanitisers. Inhalation was the largest percentage increase in exposure routes.

Exposures, including ingestion, among children aged  $\leq 5$  years consistently represents a large percentage of total calls. Most homes and many shops have ethanol-based hand sanitisers readily available for people to use, often within easy reach of curious toddlers, in non-childproof, easy squirt/spray containers.

See also the [Hand Sanitiser Safety Alert May 2020](#) for the clearly demonstrated, [invisible risk of fire](#).

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### **Benestar Webinars**

Benestar is the University's Employee Assistance Program (EAP) provider, offering support to all UNSW staff members and their immediate families. To make an appointment, call 1300 360 364 and let them know if you'd prefer to receive a phone call, video-call or have a conversation over LiveChat.

Benestar is also providing webinars for staff on topics relevant to the current Cover-19 crisis. The following webinars are coming up:

- 18 May - Working Effectively from Home
- 19 May - Resilience 101
- 26 May - Managing work and family in a new work environment
- 1 June - Managing work and family in a new work environment

Please visit the UNSW Wellbeing website [Events](#) page to find out more

about these webinars and register to attend. The webinars will be live (not pre-recorded) and are dedicated events for UNSW staff members.

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## Supervision Requirements During Covid-19

With reduced numbers of staff on campus due to Covid-19 restrictions, it's important for supervisors to remember that their responsibility to provide sufficient training, instruction and supervision to ensure the safety of workers remains unchanged. Supervisors must ensure that an appropriate level of supervision is provided to workers based on their level of competency. Where staff are working alone or outside of core UNSW working hours, adequate health and safety risk controls must be established and the [Work Alone or After Hours Approval Form](#) completed. The supervisor must also implement an agreed communication process to ensure the worker is contactable, eg. a buddy system where the buddy makes contact at agreed intervals with the worker via regular calls or SMS.

For additional information on WHS requirements refer to the [Working Alone or After-Hours Guidelines](#) and the [UNSW Training and Induction Procedure](#).

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## Free Nutrition Consultations

Have you always wanted to get professional advice on your diet? UNSW Wellbeing have arranged for SMG Health to provide personal dietician consultations for staff members. In the 45-minute consultation, the dietician will:

- Conduct a review of your current dietary habits and help identify potential areas for improvement
- Discuss your circumstances and assist in establishing your nutrition goals
- Coach you through the process of overcoming barriers and actively working towards achieving your nutritional goals
- Answer any general nutrition questions you may have

Appointments are available on:

- Thursday 14 May: 12pm to 3pm
- Tuesday 19 May: 3pm to 6pm
- Thursday 21 May: 12pm to 3pm
- Tuesday 26 May: 9am to 12pm
- Thursday 28 May: 3pm to 6pm

[Bookings are essential](#) and appointments are free for staff members. When you book online, you will need to ensure you put your phone number you'd like the dietician to call you on at your appointment time. You will also need to complete a consent form and a short nutrition survey as part of the booking process. [Book here](#).

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## Fake Respiratory Protection Equipment (RPE) on the market

Be aware that there are non-certified P2 (and the equivalent N95) disposable respiratory masks (RPE) being sold. Even if the mask has printing on it and looks legitimate (eg. has the Australian Standard logo with the five ticks) there are other checks you can make.

[This article from SafeWork NSW](#) shows what to expect on a legitimate Australian P2 mask: brand name, mask type (P2), Australian Standard number (AS/NZS1716) and the company licence number.

For N95 masks fakes are [clearly shown here](#). [Here is a schematic](#) of typical legitimate markings for N95 masks.

It's important to put on the mask correctly, as shown [here](#).

Disposable and non-disposable masks need to be fit-tested so they will protect you. Your workplace should have a selection of different types of masks because no two faces are the same in shape, size, length, size of nose etc. Fit testing is important, as indicated in [this interview](#), but you need to be aware that facial hair will render any facemark ineffective so you will need to be clean shaven, or else wear self-contained breathing apparatus with over-the-head fitting.



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## Get Healthy at Work

With everyone thinking more about health issues these days, now is a great time to take stock of your own health. UNSW Wellbeing has signed up for the NSW Government's [Get Healthy at Work](#) program. The program is run by the NSW Ministry of Health and provides free Healthy Lifestyle Checks.

The Healthy Lifestyle Checks take less than 20 minutes and are completed online. All you'll need is a tape measure for your waist circumference! You will get immediate feedback, advice, information and referrals to help you make healthy lifestyle changes. You may even be referred to the Get Healthy Information and Coaching Service, which will provide you with a University qualified personal health coach and up to 13 phone consultations over a six-month period. All for free!

To complete your Healthy Lifestyle Check, just click the link for your area:

- [Divisions](#)
- [UNSW Art & Design](#)
- [UNSW Arts & Social Sciences](#)
- [UNSW Built Environment](#)
- [UNSW Business School](#)
- [UNSW Engineering](#)
- [UNSW Law](#)
- [UNSW Medicine](#)
- [UNSW Science](#)



## Incident Reporting and Corrective Actions

With a lot of us working from home at the moment, a reminder that all hazards and incidents (occurring either at the workplace or in the course of completing work at home) must be reported as soon as practicable after the event to your Manager/Supervisor and recorded online via [MyUNSW](#).

Managers and Supervisors will receive email notifications to review an incident report, hazard report or workplace inspection action.

If you have received an email notification to action one of the above items, you will need to enable VPN onto your computer before you select the link from your email. Please visit the [UNSW VPN website](#) for more information.

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## Medibank One-on-One Consultations

Medibank consultants will be available for one-on-one appointments for staff interested in reviewing their health insurance on the following dates in May:

- 12 May – 9am – 5pm – Phone appointments
- 13 May – 9am – 5pm – Phone appointments
- 14 May – 9am – 5pm – Phone appointments

Medibank is currently waiving 2 & 6 month waiting periods for new members. They also have a special offer during May where anyone who books in for a consultation and receives a quote will also receive a \$20 eftpos voucher.

Any staff who are interested in discussing their health insurance needs or reviewing the policy they already have are invited to make an appointment. UNSW employees are entitled to a 9% discount on the Medibank Corporate Inc product suite.

[Click here](#) to make an appointment for a one-on-one consultation.

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## UNSW Flu Vaccinations 2020

Flu vaccines are now available at the UNSW Health Service.

The flu vaccine is provided free to all staff and students and is strongly recommended this year. It won't prevent you from getting Covid-19, but it will reduce the number of people who get the flu and thus the number of people hospitalised for severe flu. This will free up hospital beds for Covid-19 patients. It is also possible to get the flu and Covid-19 at the same time which would likely cause significantly worse symptoms.

To make an appointment follow the instructions [here](#).

The UNSW Health Service will be offering flu vaccines all year and is managing appointment times to ensure physical distancing can be maintained at all times. Additional waiting areas have been established outside the Health Service to ensure people waiting for an appointment can maintain physical distancing. Masks, gloves and hand sanitiser will be

available to ensure patient safety at all times.

For more information visit the [UNSW Health Service Vaccinations](#) website.

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### Working from Home ChemAlert Access

ChemAlert can only be accessed from home via the UNSW VPN service (VPN resource page) using the Library resource access setting.

Once logged into the library VPN service, ChemAlert can be accessed as per usual.

Library VPN address: [vpn.unsw.edu.au/library](http://vpn.unsw.edu.au/library)

[Download VPN client link](#)

[ChemAlert Website link](#)

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### Covid-19 Impacts on Mobility - Survey

Covid-19 has created incredible amounts of stress, sadness and uncertainty across the globe, impacting every facet of day to day life. Humanity has not experienced such a global event in the last century, and it is important as a community to learn and evolve during this distressing period.

In light of this context, Dr Diego Maria Barbieri (Norwegian University of Science and Technology, Norway) and Marco Passavanti (University of Milano-Bicocca, Italy) are leading a research effort, supported by a number of global researchers, with the aim of investigating the mobility impacts of the emergency situation.

In particular, the research will focus on changes in travel behaviour throughout quarantine and social distancing periods and understanding the differences in experiences between countries around the world (Norway, Italy, China, USA, Australia and others). Insights from the research can potentially be used to improve the way we manage and develop our transport services in the future.

The research methodology involves completing a questionnaire (5 to 10 minutes in duration). If you would like to be involved please click [here](#).

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### UNSW Poisons and Therapeutic Substances Course now available online

[This course](#) covers poisons and therapeutic substances (S4D, S8, S9) purchase, use, storage and disposal and all UNSW personnel involved with these substances must complete this course.

Previously the course was embedded within the 2-day face-to-face UNSW Animal Care & Ethics courses, however RECS have made this available online as per the requirements of an audit concluded in 2018. As the content of the course has changed substantially regarding legislative and

compliance requirements, including Schedule 4D substances (ie. Sodium Pentobarbital), it is highly recommended that you complete the online course and encourage personnel within your research group to do so as well.

To register, please login to [myUNSW](#) and select the course code 'RECSSD'.

For further information, including registration details, please visit the [RECS website](#).

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### UNSW Fitness and Aquatic Centre

To support UNSW staff, students and families during this challenging time of isolation, UNSW Fitness & Aquatic Centre, managed by the Y NSW, has a range of physical, mental and social activities for the UNSW community to undertake. These include:

1. Free Les Mills workouts including Body Attack, Body Balance, Yoga and HIIT
2. Kids physical activities such as learn to swim & gymnastics techniques and teen circuit classes
3. Family activities such as recipes, colouring and treasure hunts

For members, click [here](#).

For workouts available to non-members, click [here](#).

For other activities for you and your family, click [here](#).

You can also follow UNSW Fitness & Aquatic Centre on Facebook.

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### 3 Principles for Universities

Universities are considered essential and university activities should continue with appropriate risk mitigation measures in place. The Australian Health Protection Principal Committee (AHPPC) supports the re-activation of the on-campus environment with the following principles:

- help stop the spread and stay healthy
- stay informed and continue to support physical distancing in accordance with the Australian Government and State/Territory guidelines; and
- apply specific sector-based guidelines to all entities on campus where relevant (eg. child-care centres, schools, sporting facilities, cafes etc.)

Universities are complex entities and many operate like small cities with multiple activities and lines of work and many stakeholders.

Universities should continue to support all measures to stop the spread and to stay healthy. Universities will encourage their communities to download and utilise the COVIDSafe app to assist in contact tracing, recognising that it is an individual's choice. The full Principles for Universities document can be found [here](#).



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## Biosafety Training

The face-to-face PC2 awareness course has been replaced with UNSW General Biological Safety, which is now online as a Moodle course, with the course code HSEBSC. This session is for all people who are working in biological containment facilities (PC1, PC2 and PC3). There is a quiz with a pass of 80% required. Unlimited attempts are allowed.

For all our training courses, staff and students need to login to [myunsw](#) to enrol:

1. Click on My Staff/Student Profile
2. Enter Learning and Development tab
3. Enter Request Training Enrolment
4. Enter Search by Course Number (HSEBSC for the Biosafety course), or
5. Enter HSE and click Search (this will bring up all Health, Safety & Environment Courses) and select.

All online courses become available within 24 hours of enrolment via [Moodle](#).

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## Training

While most of us continue to work from home, it may be a great opportunity for ALL employees to ensure their mandatory online WHS Training is up to date.

Employees are required to complete their Health & Safety Awareness and Ergonomic & Manual Tasks training on commencement of employment (details can be found [here](#)) with refresher courses every 5 years.

All Managers, Supervisors and Heads of Schools are required to complete Managing Health & Safety: UNSW in addition to the above courses.

To enrol into these courses refer to the [staff training](#) page.

If you are experiencing issues in enrolling, please email [UNSWTraining@unsw.edu.au](mailto:UNSWTraining@unsw.edu.au).

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## Globally Harmonised System Version 7 - what's changed?

From 1 July 2020, the seventh revised edition of the Globally Harmonised System (GHS) will be adopted in Australia, with a 2-year transition period. This will result in a number of changes to classification systems, hazard categories, SDS information and more.

[Register now](#) to hear Natasha Kreitals from SafeWork NSW discuss the major impacts between the current version (3) and Version 7 and how this will impact the users of chemicals across UNSW. Details to register for the Thursday 21 May 10.30-11.30am session can be found [here](#).

