

Te Korowai Whakaruruhau

Health, Safety and Wellbeing Service



A note from Angus

A month has already passed since I last did this! It is getting to the stage of the year when everyone takes stock of the plans they set in January, typically panics, redoubles their efforts and then starts planning to add to their workload for next year. If this rings a bell, perhaps it's time to look at things from a different angle:

- Focus on what you've achieved already this year rather than where you're behind: which of these successes were over and above what you had planned?
- What additional challenges came in that derailed you?
- If there is work that, realistically, won't be completed this year and will need to be deferred to 2024, what do you need to adjust in your future planning discussions with your boss?

Just a thought!

This month's issue covers a wide range of topics – some new; some of perennial importance: a summary of our recent HSW Reps' Conference; fire evacuation; first aid; mental health; wellbeing; celebrating success, and training. Read on!

Handwritten signature of Angus Clark in blue ink.

Angus Clark - Associate Director – HSW

Health, Safety & Wellbeing Reps Conference 2023



We were delighted to welcome H&S representatives from across the university to come together for the first H&S Representative Conference. It was great to see the room full of people on Monday 28 August ready to network, listen to H&S experts tell their stories, ask questions in person and share some kai.

Dawn Freshwater welcomed everyone and in her opening address spoke about one of the biggest decisions of her career when she had just started her time at that university – closing in-person teaching across all campuses due to the first countrywide lockdown in 2020. It was a health and safety decision which impacted everyone with the focus on keeping everyone safe.

For more information about the conference and speaker presentations use this link:

[Health and Safety Representative Conference 2023 Supporting Materials](#)

A reminder about fire exits / Ras Malika

Fire exits and exit routes **MUST** be always kept clear of obstructions

Emergency exits and routes are vital because they provide a clear and safe way to evacuate a building in case of an emergency. First responders i.e. FENZ or police may also utilise the emergency exits to enter a building during an emergency.

We have recently noticed that a number of fire exits and exit have routes been compromised in some areas at the UoA.

Exit routes and exit access (i.e. fire doors) must be clear to allow for fast and safe exit in case of an emergency. Obstructing the exits and routes can create delay, panic and confusion in the case of an emergency. These situations can also create additional safety hazards i.e. trip and fall. Further, sources of potential combustion should NOT be located in the exits and exit routes, as if they were to ignite they would block the escape route.

The latest tragedy caused by blocked exit doors occurred not too long ago

<https://www.youtube.com/watch?v=-Wog2aIUZh8>

Therefore, it is important to be vigilant have exits and routes unobstructed by materials, equipment, furniture, vending machines or pianos! Take the immediate actions to clear the obstructions, if you notice any fire exits routes are compromised. This is another point to be included in your safety-walk.

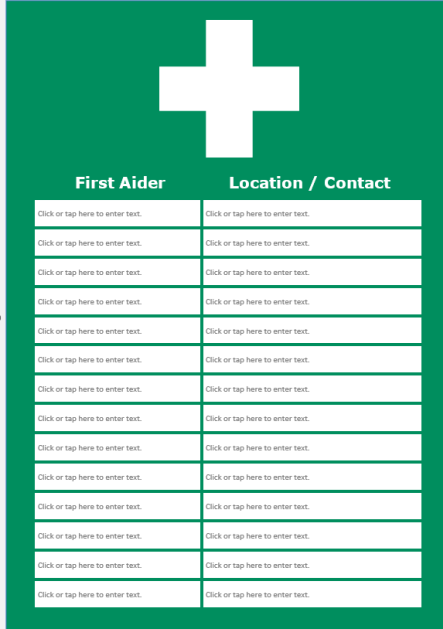


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What are we discussing in the HSW team?

We know from registrations that First Aid courses are well attended at the university so that means there are good numbers of first aiders available. It is a comprehensive course with 4 hours of online preparation before the in person day. [Comprehensive First Aid Course \(with Online Pre-Learning\) \(csod.com\)](#)

But how do we know who the first aider is in our team or floor? Especially when there are fewer people in the office and the first aider is working from home, Is there another first aider who can step in and help?

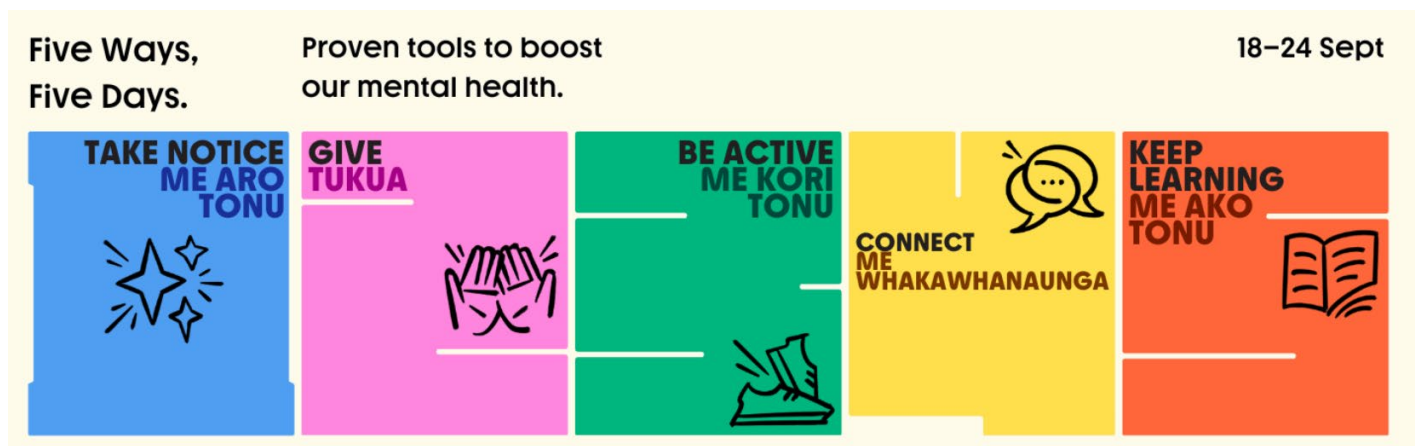


First Aider		Location / Contact	
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Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
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Where do we communicate this vital information? **It is up to us all to make sure this information is available and up to date.**

Fill out the form, add it to your noticeboard, add it to your emergency kit, mention it in your team meeting and put a note in your diary to review the information is still correct. Download a copy of the green first aider sign [First aid kits and defibrillators - The University of Auckland](#)

Mental Health Awareness Week / 18-24 September 2023



This year's theme for MHAW is *Five Ways, Five Days*.

Take Notice | Me Aro Tonu – Monday

Take Notice refers to the practice of mindfulness.

Give | Tukua – Tuesday

Give refers to actions based on kindness, altruism, or generosity.

Be Active | Me Kori Tonu – Wednesday

Widely recognised as being crucial for physical health and fitness, being active is also a powerful mood booster.

Connect | Me Whakawhanaunga – Thursday

Connection is the ngākau/heart of our wellbeing. It weaves us together, making us feel seen, heard, and understood.

Keep Learning | Me Ako Tonu – Friday

Keep Learning refers to 'exercising our mind' – almost like taking our brain to the gym.

As always the mental health foundation does a great job with downloadable resources to remind, focus and brighten up your workspace.

Events and activities are being added to the MHAW website all the time so keep an eye on what's happening here:

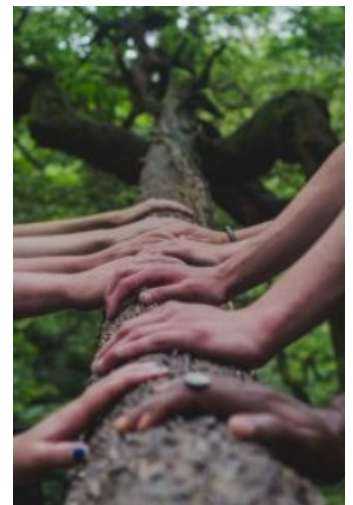
[What's on around NZ | Mental Health Awareness Week. 18 - 24 SEPTEMBER 2023 \(mhaw.nz\)](#)

Staying connected at City Campus

Ways to connect with our university community is in the team's space Waiora Wellbeing.

The [Waiora Wellbeing Community Teams space](#) was originally created as a place for kaimahi to come together and share tips to look after our wellbeing during lockdowns. Many people now spend at least some time working remotely. Whether remote or on campus, this is a space to share things we have found interesting or useful that contribute to being mindful and actively well.

Anyone is welcome to join and to share links to articles or tools that support wellbeing in general.



Congratulations to Pooja Yadav

Pooja Yadav is Radiation Safety Advisor in the hazards and containment part of the health, safety and wellbeing team. Recently, she was appointed as a non-layperson member of the national **Radiation Safety Advisory Council**. This role is appointed by the Minister of Health, Hon Dr Ayesha Verrall and the function of the Council is to advise the government on radiation safety matters in an independent and unbiased fashion.



Francesca Casu (Hazards and Containment Manager) said she was “super proud to recommend her for this role and I am sure she will do great”
Congrats Pooja!

(Editor’s note – don't be alarmed: we’re not losing Pooja, just letting the rest of New Zealand have the benefit of her expertise for a few meetings a year)

HSW Training coming up

- [Risk Assessment](#) 19 September (morning session at City Campus)
- [Health and Safety: Role of a Leader and Manager](#) 12 September and 14 November/ City Campus (3 hours)
- [Fire Safety and Warden Training](#) (90 minutes)
 - B405-222 Eng faculty (City) Wed, 20 Sept 2023, 10:00 - 11:30
 - B902.402 Eng faculty (Newmarket) Thu, 19 Oct 2023, 10:00 - 11:30
 - B260.325 OGGB Mon, 13 Nov 2023, 10:00 - 11:30
- [Comprehensive First Aid Course \(with Online Pre-Learning\)](#) The next class without a waitlist is Thursday 23 November.
- [First Aid Refresher](#) 13 September, 17 October, 21 November with the final refresher course on 7 December all at City Campus (1 day)
- [Health and Safety Representative Training: Stage 1](#) 12 &13 October (2 days)

- [Health and Safety Representative Training: Stage 2](#) 26&27 October (2 days)
- [Mental Health 101 \(MH101\)](#) 20 November (open for bookings), this is a popular course with real life examples, role playing and strategies to use on the job (1 day at city campus)
- [Chemical Safety Management in Laboratories](#) 22 November (3 Hours)
- [DLP Containment Workshop](#) 16 November at City Campus (3 hours)

Online Courses are available anytime.

- [Creating Health and Safety Awareness](#) 20 minutes
- [Health and Safety Awareness for Triage Co-ordinators](#) 15 minutes
- [Health and Safety Awareness for Line Managers / Academic Leaders](#) 20 minutes



Tūngia te ururua, kia tupu whakaritorito te tupu o te harakeke

Clear the undergrowth so that the new shoots of the flax will grow
