



THE UNIVERSITY OF AUCKLAND  
NEW ZEALAND

Faculty of Engineering

**SAFETY COMMITTEE**

Meeting 22 February 2010

11.30am – 12.30pm, 12<sup>th</sup> Floor Meeting Room

**MINUTES**

**Present:**

Ashoka Abeysekera, Rod Chan, Allan Clendinning, Rob Earl, Enrico Haemmerle (acting chair), Mark Jones, Geoff Kirby, Malcolm McCarthy

1. **Apologies:** Ian O'Keefe, Kim Williams, Leonid Ostrovsky

2. **Minutes of Previous Meeting**

Minutes of the previous meeting 10 September 2009 were tabled and approved.

3. **Matters Arising**

None.

4. **Messages from Health & Wellness Manager**

The following messages from Ian O'Keefe were read by the chair:

- Trial Fire Evacuation for the Engineering Building is scheduled for 11:50am on the 10<sup>th</sup> March. A trial evacuation check list and explanations were emailed to Faculty Managers/Registrars/Directors/Operation Managers and Building Wardens.
- Hazard review should have commenced. These are due to be submitted on 31<sup>st</sup> March 2010. Please note the full checklist should be submitted for relevant hazards and activities.
- Notable accident: A staff member was securing and adjusting an elastic bungee cord on a trolley which inadvertently released and struck their eye ball. The injury was horrific as the eye ball bled and vision was immediately lost. We are glad to report that the injury has healed and sight restored. However the treatment and recovery has taken several tumultuous months and there was concern that surgery or permanent loss of sight was a very real possibility. The force of impact on the eye was the equivalent sustained with eye injuries that occur in serious motor vehicle accidents.
- The University has now acquired a dedicated Health and Safety Software to aid and be used as a comprehensive tool in conducting hazard management, training and many of the other core elements of the Health and Safety in Employment Act. This will be implemented over the next 12 months into the Faculty's and Service Divisions. I am receiving training on this now hence the reason for my absence at today's meeting.
- A sample excerpt from the Safeguard Magazine regarding recent court cases was tabled. I would recommend getting this magazine. If you would like to receive it, let me know and we can organise a subscription. Costs will be related back to the Faculty. Committee chair to circulate a copy of the magazine. The library will assess whether to purchase the magazine.

5. **Upcoming events**

- Acting chair to give safety presentation to Part 1 students on 26 February
- Trial Fire Evacuation 11.50am on the 10<sup>th</sup> March
- Hazard review completed by 31 March
- Participation from Safety Committee representative in IPENZ accreditation planning group

6. **Any Other Business**

Enrico Haemmerle spoke about the need for the Safety Committee to be involved in the planning of the IPENZ accreditation event and how the Faculty could increase safety awareness. This could be achieved by informing, engaging and exciting staff about safety. Some of the ideas mentioned were: display signs of what we do well and what needs improving; rewarding staff for suggesting safety improvements (once a month for example); rewarding initiatives and particular on-going activities with a book voucher for example; organise a seminar series; have a suggestion box; keep safety web site up-to-date.

It was suggested that every employee in charge of a laboratory should attend a first aid course. Enrico Haemmerle to check with HR whether this could become part of the job description. Costs would need to be considered.