THE UNIVERSITY OF MELBOURNE
EMPLOYEE HEALTH & SAFETY REPRESENTATIVE MEETING
Thursday 24th of September, 11:00 am
6th floor meeting room, Royal Melbourne Dental Hospital.

AGENDA

1. Attendance
   1.1 Welcome/Apologies
   1.2 Introductions

2. Guest Speaker: Sam Hatfield (Trades Hall Council):
   Services provided by Trades Hall Council, HSR resources and the upcoming Victorian HSR conference

3. Confirm minutes of the last meeting

4. Occupational Health & Safety Committee (OHSC)
   4.1 What’s happening at the OHSC
   4.2 Progress of items previously raised at the OHSC
      -Terms of Reference
      -LT safety and emergency information
      -Bullying and Psychosocial hazards
      -Promoting HSRs in the University
      -OHS feedback (from Schools, Departments and Faculties)
      -Roles of HSRs and recruitment of HSRs
      -Working alone or in isolation
      -DWGs
   4.3 Items to be raised at the OHSC

5. Other business
   5.1 Incident reporting and investigation
   5.2 Effective management of workloads
   5.3 Electrical Safety

5. Next meeting: Thursday 19th November 11:00am Seminar Room C, Royal Melbourne Dental Hospital