

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**