

## HEALTH, SAFETY & WELLBEING POLICY Ohu Hauora, Haumaru

<b>Section</b>	Council
<b>Contact</b>	Director Health, Safety and Wellbeing
<b>Last Review</b>	October 2021
<b>Next Review</b>	October 2023
<b>Approval</b>	Council C21/145

### Purpose:

At Massey University, we are committed to a high standard of health, safety and wellbeing for every member of our community, including our employees, students, contractors and visitors. This policy describes what we should know and, and what we will do to meet that commitment.

### Policy:

Massey University is committed to:

1. Providing a safe, healthy, and protected place to work, learn and play;
2. Develop, implement, and continuously improve a health, safety and wellbeing management framework which considers legal compliance as a minimum standard;
3. Ensuring that we take appropriate steps to eliminate or minimise the risks that exist on our campuses, as well as the risks that are present as a result of our operations, equipment, teaching, and research environments;
4. Engaging and collaborating with staff, students and others to continuously improve the management and performance of health, safety and wellbeing;
5. Learning from our incidents and failures, through effective investigation and sharing of information;
6. Ensuring that everyone has the tools, capability, information and resources to maintain a safe and healthy environment.

All university staff, students, visitors, contractors and others working with us are responsible for:

1. Undertaking tasks and activities in a way that meets or exceeds the standards established by the University;
2. Notifying their manager/supervisor of any near miss, incident, or uncontrolled risk to people or property
3. Stopping work and requesting guidance from their manager/supervisor or a member of the Health and Safety team

before continuing any task when they identify a condition or practice that creates serious safety or health risk; and

All university members of the Senior Leadership Team, and Heads of Department (including managers or heads of school, institute, or department) are responsible for providing resources to:

1. Implement and maintain a programme which embraces our Health, Safety and Wellbeing values and complies with all applicable health and safety legislation, as well as appropriate accepted industry standards and practices;
2. Report, monitor and review performance metrics designed to enable continual improvement;
3. Consult with, listen to, and respond to staff, students and others to ensure they have the training, knowledge, skills, supervision and resources to maintain a health and safe working and learning environment;
4. Support the safe and early return to study or work of any injured or ill students and staff;
5. Require the safe design, construction and operation of all plant, substances or structures in order to protect people and property;

6. Require all staff, students, visitors, contractors and others working with us to conduct their tasks and activities in accordance with protocols which meet or exceed those standards established by the University;
7. Recognise and reward those who contribute to the University's Health, Safety and Wellbeing performance and commitment to continual improvement.

**Audience:**

Staff, students, contractors, service providers, visitors and others affected by or who affect our activities.

**Relevant Legislation:**

Health and Safety at Work Act 2015, and associated Regulations

**Legal Compliance:**

Statutory requirements for university, managers, staff members, students, visitors or persons with business at Massey University, are detailed in the above policy statements. It should be noted that in the event of non-compliance criminal penalties can be assigned to, individual staff, the university or it's Council.

**Related Procedures and Documents:**

S002PR Massey Health and Safety Management Framework

**Document Management Control:**

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Owned by: Executive Director People and Culture  
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