

KING CEASOR UNIVERSITY



OCCUPATIONAL HEALTH & SAFETY POLICY

Commitment

King Ceasor University is committed to ensuring the health and well-being of staff, students, visitors and contractors by providing a safe workplace, eliminating hazards that could result in injury or disease and implementing initiatives to improve staff welfare.

King Ceasor University will:

- Implement and maintain safe systems of work;
- Undertake risk management activities to identify, eliminate and/or manage risks in the work place;
- Provide and maintain safe systems for the use, handling, storage and transportation of plant, equipment and hazardous substances;
- Consult with employees to enhance the effectiveness of the OHS Management System.
- Provide appropriate OHS training, information, instruction and supervision for all staff and students;
- Provide adequate resources, including finances, to facilitate the University's OHS responsibilities;
- Comply with OHS Legislation, Regulations and relevant Australian Standards.

Accountability

University Council has ultimate responsibility for the University's OHS performance, and in particular in providing leadership, support, direction and resources to ensure that the University meets its commitments to Occupational Health & Safety.

OHS Consultation

King Ceasor University will consult with staff regarding OHS policy and procedures through its established OHS Consultative Committee system and through other staff consultative forums.

Legislative Compliance

King Ceasor University will comply with the Uganda Occupational Health & Safety Act (2000) and associated regulations to ensure the health and wellbeing of employees, students, contractors and visitors.

Responsibilities

Vice Chancellor

The Vice-Chancellor has responsibility for the implementation and review of the University's OHS policy; delegation of OHS management responsibilities; and the provision & allocation of appropriate resources.

Deputy Vice Chancellors

The Deputy Chancellors have responsibility for ensuring that their areas of responsibility are compliant with relevant legislation, regulations, standards and University OHS plans and policies. In addition they are responsible for ensuring sufficient resources are available to meet the University's commitment to Occupational Health and Safety.

Deans & Directors

Deans and Directors are responsible for ensuring that:

- safe systems of work are implemented and used;
- OHS issues are addressed as they arise; and

- OHS consultative & communication mechanisms are established.
- appropriate resources are made available to meet the University's OHS responsibilities.

- their area of responsibility complies with relevant OHS legislation, regulations and standards.

Supervisors

Supervisors (both Academic & Professional) are responsible for:

- ensuring their work area(s) are without risk to health and safety of staff and students;
- ensuring that all staff adheres to all OHS policies & safe work procedures;
- ensuring that all hazards and incidents are reported in accordance with legislative requirements and that corrective actions are implemented in a timely manner
- appropriate resources are available to meet the University's OHS responsibilities
- ensuring that their area of responsibility complies with relevant OHS legislation, regulations and standards.
- ensuring that all staff have been undertaken the required OHS induction training as required.

Staff

All Staff are responsible for ensuring that their work area is without risk to the health and safety of themselves and others; that they complete their work in the safest manner possible; that they adhere to OHS policies and procedures; that hazards and incidents are reported as they are identified and that they complete all training in OHS as required.

Staff with a teaching/research responsibility must ensure that OHS is incorporated into their areas of teaching and research. This includes such activities as:

- undertaking risk assessments on all experiments; field expeditions; practicum's and external placements prior to commencement of these activities.
- ensuring their work area(s) are without risk to health and safety of students.
- ensuring that students are provided with and adhere to all OHS policies & safe work procedures;.
- ensuring that all hazards and incidents are reported in accordance with legislative requirements and that corrective actions implemented in a timely manner.

Students

Students are responsible for following direction from their supervisor on OHS issues, ensuring their work are is safe; working in as safe a manner as possible; complying with

University OHS policy procedures and report any hazards, risks or incidents as they are identified.

Visitors & Contractors

Visitors & Contractors to King Ceasor University should take reasonable care whilst on campus and cooperate with actions taken to protect the health and safety of themselves and others.

Visitors & contractors should report all accidents and incidents to security or staff members as soon as possible and in the event of an emergency follow the emergency evacuation procedures.

Contractors are required to comply will all applicable legislation and University's OHS policies and procedures; are responsible for taking reasonable care whilst on campus and cooperating with actions taken to protect, the health and safety of themselves and others.

Issue Resolution Procedures

