UNIVERSITY OF ADELAIDE

Document	HSW Action Plan (2020)	Effective Date:	1 January 2020	Version 1.0
Authorised by	Director, HSW	Review Date:	31 December 2020	Page 1 of 5
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OBJECTIVE: The objective of this plan is to: align with the <u>key HSW initiatives</u> defined in the HR Operational Plan 2020 and ______

Perform	Performance Indicators Red = concern		Amber = Em	nerging issues	Green = on t	rack	Gray = completed	White = not started
Item	Activity/Strategy	Resources	Person(s) Responsible		Target	Due Date	Reference (Legislation/ Self-Insurance)	Status (Comments and Performance Indicator) Including achievements this quarter and next steps where relevant.
1.1	HSW I Staff Wellbeing framework Develop a staff wellbeing framework and other University strategic objectives Plan .	HR HSW Team	Manager, HSW Policy and Injury Management Director, HSW	support the Staff Wellt ensure its Establish a the develo wellbeing t focuses or leaders to support to encompas preventativ resilience initiatives. Undertake School/Bra work. Facilitate t wellbeing Establish a	a working party to inform pment of a staff framework, which n enabling people provide effective their staff and which ses health education, ve interventions, and mental health sick leave analysis by anch to inform wellbeing he UniSuper financial	30/4/20 30/6/20 31/12/20 31/12/20 31/12/20	WHS Act SA (2012) (Health is defined within the Legislation to include both physical and psychological health and duty of care responsibilities.)	

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Perform	Performance Indicators		Amber = E	merging issues	Green = on	track	Gray = completed	White = not started
Item	Item Activity/Strategy		Person(s) Responsible	Т	arget	Due Date	Reference (Legislation/ Self-Insurance)	Status (Comments and Performance Indicator) Including achievements this quarter and next steps where relevant.
2 2.1	HSW I Safety training Work with other key stakeholders to design and establish training to support the Faculty/Divisional-led activity around uplifting the safety culture and engaging supervisors over their compliance responsibilities.	HR HSW Team	Director, HSW Manager, HSW Policy and Injury Management	other training tool explore supe in practice; a	rvisory requirements nd agement and improve ithin the	31/12/20	<u>WHS Act SA (2012)</u> [19]	

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5	HSW Consultation					
5.1.	Revise the HSW consultation structure to better enable meeting Self-Insurer Standard 3.5	HSWTeam	Senior HSW Advisor	Define a University work group structure and creation of a Health and Safety Representative Network.	31/7/20	WHS Act SA (2012) [Division 3] RTWSA Code of Conduct for
				Set up a Health and Safety Representative forum to assist facilitate consultation and employee involvement.	31/12/20	Self-Insured employers Performance Standards 1.3
6	HSW Handbook (Policy and Proce	dures)				· · · · · · · · · · · · · · · · · · ·
6.1.	Review and update policies, procedures and related materials, consistent with policy review schedules.	HSW Team HSW Stakeholders	Manager, HSW Policy and Injury Management	The HSW Policy, processes and supporting documents within the HSW Handbook are reviewed and in date by 31/12/20 in accordance with the content review schedule.	31/12/20	<u>RTWSA</u> <u>Code of Conduct for</u> <u>Self-Insured</u> <u>employers</u> Performance

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