

OCCUPATIONAL HEALTH, SAFETY & WELLBEING POLICY

SCOPE

This Policy applies to all staff, students, visitors and contractors who are participating in, or are affected by, Monash University (the University) related activities.

For the purpose of this policy, references to 'the University' includes activity at Monash University Australia, Monash University Malaysia, Monash University Indonesia, Monash Suzhou, the Monash University Prato Centre and World Mosquito Program Ltd (and its subsidiaries) unless indicated otherwise.

POLICY STATEMENT

The University is committed to providing staff, students, contractors and visitors with a healthy, safe and supportive environment.

The University communicates and consults to promote the safety, health and wellbeing of staff, students, contractors and visitors. Innovation is encouraged, and a systematic approach is taken by the University to identify, assess and control OHS hazards and to identify OHS opportunities.

1. General Principles

- 1.1 The University's approach to the health, safety and wellbeing of staff, students, contractors and visitors engaged in University activities is guided by the following general principles.
 - 1.1.1 The University acknowledges that the health, safety, and wellbeing of its people is paramount;
 - 1.1.2 The University provides and supports an environment for work and study where our people can thrive and flourish;
 - 1.1.3 The University aims to demonstrate leadership in occupational health, safety and wellbeing and the need for global consistency across all sites using best practice frameworks in OHS and wellbeing;
 - 1.1.4 The University provides and supports services, programs and initiatives to empower staff and students to meet their responsibilities and contribute to fostering an inclusive, participative and consultative culture of safety, good health, and wellbeing;
 - 1.1.5 The University communicates and consults with staff, students and employee representatives on University activities impacting their physical and mental health, safety and wellbeing;
 - 1.1.6 The University commits to fulfil its legal and other requirements;
 - 1.1.7 The University commits to eliminate hazards and reduce OHS risks, including the risk of injuries, diseases and ill health resulting from University activities; and
 - 1.1.8 The University monitors and reviews its performance at all levels to continuously improve the management of health, safety and wellbeing.

2. Occupational Health and Safety Management System

- 2.1 The University's [Occupational Health and Safety Management System](#) (OHSMS) is certified to an internationally-recognised standard and provides the framework for OHS risk management, setting measurable OHS objectives and ensuring continual improvement of the OHSMS.
- 2.2 The OHSMS comprises an organisational structure, planning activities, responsibilities, practices, procedures, processes and resources for developing, implementing, achieving, reviewing and maintaining this Policy.

3. Occupational Health and Wellbeing

- 3.1 The University's framework for health and wellbeing is aligned with World Health Organisation principles that address mental health, physical health, food for health, environmental, community and work health.
- 3.2 Direction and strategy for health and wellbeing programs and services is evidence based, utilising data derived from the Thrive@ Monash program and other relevant local and international sources.
- 3.3 The University's health and wellbeing programs and initiatives are culturally diverse and inclusive, and encourage healthy lifestyle choices and active participation.

4. Roles and Responsibilities

- 4.1 Responsibility for fostering a healthy and safe environment is shared between University management, staff, students, visitors and contractors.
- 4.2 All staff and students must participate in making the University a safe and healthy place for work and study, and the University will support and facilitate active participation in these matters.
- 4.3 The University's [Occupational Health and Safety Committee](#) advises the University on OHS matters, ensuring a coordinated approach to the management of health, safety and wellbeing at the University.

DEFINITIONS

MUOHSC	Monash University OHS Committee
OHSMS	Occupational Health and Safety Management System. <i>Note: Some jurisdictions refer to 'Occupational' Health and Safety, while others use terms including 'Work' Health and Safety. For the purposes of this policy, these terms are interchangeable.</i>

GOVERNANCE

Supporting procedures	<p>Health and Safety All OHS Procedures on the Policy Bank.</p> <p>Wellbeing</p> <ul style="list-style-type: none"> • Mental Health Procedure
Supporting schedules	N/A
Associated policies	Mental Health Policy
Related Legislation	Higher Education Standards Framework (Threshold Standards) 2022 Occupational Health and Safety Act 2004 (Vic) Work Safety Act (Law No 1, 1970) (Indonesia) Occupational Safety and Health Act 1994 (OSHA) (Malaysia)
Category	Operational
Approval	Vice-Chancellor's Executive Committee 7 April 2021 MEETING NUMBER 4
Endorsement	Chief Operating Officer & Senior Vice President 30 March 2021
Policy owner	Health, Safety and Wellbeing Manager
Date effective	14 May 2021
Review date	14 May 2024
Version	3.3 (<i>Minor amendments effective 5 April 2022</i>)
Content enquiries	ohshelpline@monash.edu

DOCUMENT HISTORY

Version	Date Approved	Changes made to document
3.0	May 2021	New format to comply with Policy Bank requirements. Revised policy to incorporate wellbeing in title and content.
3.1	July 2021	Updated certification logo in footer to ISO 45001
3.2	December 2021	<ol style="list-style-type: none"> Updated Scope statement to include Monash University Malaysia, Monash University Indonesia, Monash Suzhou, the Monash University Prato Centre and World Mosquito Program Ltd (and its subsidiaries). Updates to Governance table: <ol style="list-style-type: none"> Changes to reflect updated Policy template Updated effective year of the Higher Education Standards Framework to be 2021 Removed reference to Health and Wellbeing procedure Updated title of Policy owner Revised role title of the Chief Operating Officer
3.3	April 2022	Added OHS policy requirements set out under section 5.2 of ISO 45001 Added explanatory statement to definition of OHSMS in the Definitions section Updated 'Related Legislation' in Governance table to include Malaysian and Indonesian legislation