

## Health, Safety and Wellbeing Policy

<b>Last Modified</b>	December 2021
<b>Review Date</b>	September 2024 <b>(Policy is currently under Active Review)</b>
<b>Mana Whakaae   Approval Authority</b>	University Council
<b>Contact Officer</b>	Director of Health and Safety – People, Culture and Campus

### Kupu Whakataki | Introduction

This policy outlines what the Te Whare Wānanga o Waitaha | University of Canterbury does to keep everyone safe and healthy in the workplace and that their well-being is being considered.

### Kaupapa Here | Policy Statement

Te Whare Wānanga o Waitaha | University of Canterbury is committed to creating a workplace which supports excellence in health, safety, and wellbeing practice to create a safe and inclusive environment that enables our staff and students to succeed and thrive.

This policy applies to all University workplaces and everyone who is either working for or at the University, visiting the University, or is a student of it and requires that everyone demonstrate attitudes that reflect respect, care, and regard for each other when undertaking their activities.

To ensure, so far as is reasonably practicable that the health, safety, and wellbeing of everyone is not put at risk from the work or other activities carried out as part of the University's operations, the University shall:

Assign clear responsibilities throughout the organisation for the governance and management of health and safety and communicate these.

Eliminate hazards and reduce health and safety risks.







[Hazardous Substances and New Organisms Act 1996 \(New Zealand Legislation website\)](#)

[Health and Safety at Work Act 2015 \(New Zealand Legislation website\)](#)

[Health and Safety at Work \(General Risk and Workplace Management\) Regulations 2016 \(New Zealand Legislation website\)](#)

[Health and Safety at Work \(Worker Engagement, Participation, and Representation\) Regulations 2016 \(New Zealand Legislation website\)](#)

[Health and Safety at Work \(Hazardous Substances\) Regulations 2017 \(LI 2017/131\) \(as of 24 June 2021\) Contents \(New Zealand Legislation website\)](#)

[Health and Safety at Work \(Asbestos\) Regulations 2016 \(New Zealand Legislation website\)](#)

### **| UC Policy Library**

[Staff Code of Conduct \(PDF, 418KB\)](#)

[Student Code of Conduct \(PDF, 303KB\)](#)

### **Te Pae Tukutuku me te Ipurangiroto o UC | UC Website and Intranet**

[Combined Unions & University of Canterbury Agreement on Employee Participation in Health & Safety \(University Human Resources intranet\) \(Staff Only\)](#)

### **| External**

[Building a Just Culture](#)

7.00	Scheduled review by Contact Officer, minor changes, alignment of language with H&S legislation, inclusion of wellbeing in the document.	Vice-Chancellor	July 2019
8.00	Review by Contact Officer. Language amended to be non-binary. Removal of reference to Canterbury Safety Charter, and update to internal website reference. Ratified by SLT on 29 September 2020.	Vice-Chancellor	Sep 2020
9.00	Unscheduled but major review by Contact Officer. Format and layout changes, Approval Authority and Contact Officer changed and updated; definitions added, amended and updated to align with H&S legislation definitions and <i>Education (Pastoral Care of Tertiary and International Learners) Code of Practice 2021</i> ; policy statement updated; sub-headings amended, reporting and addressing behavior consistent with this policy added; external links added, deleted link to Council Health and Safety Charter; deleted links to HR toolkit and intranet; added links to Health and Safety at Work Regulations.	University Council	Nov 2021