

# Health and Safety Key Risk Area Procedures

## Section 1 - Introduction

- (1) The University of Newcastle (University) has the following key risk area procedure documents which provide guidance on controlling risks associated with activities undertaken across the University's campuses.
- (2) A full list of all documents is also available at [Working Here - Work Health and Safety - HSMS Framework](#).

## Section 2 - Key Risk Areas 1 - Hazards and Risks Related to Research and Teaching.

- (3) KRA 1.1: Hazardous Substances & Dangerous Goods (under review) - Refer to the [Chemical Management Procedure](#).
- (4) KRA 1.2: Genetically Modified Organisms & Hazardous Biological Substances (being developed) - refer to [Laboratory Safety](#).
- (5) [KRA 1.3: Fieldwork](#)
- (6) [KRA 1.4: Plant and Equipment](#)
- (7) [KRA 1.5: Personal Protective Equipment \(PPE\)](#)
- (8) [KRA 1.6: Noise Management](#)
- (9) [KRA 1.7: Laboratory Safety](#)
- (10) KRA 1.8: Biological Hazards and Infection Control (being developed) - Refer to [Laboratory Safety](#).
- (11) KRA 1.9: Radiation Management (being developed) - Refer to [Radiation Management Plan](#).
- (12) KRA 1.10: Scuba Diving / Water Based Activities
- (13) [KRA 1.11: Remotely Piloted Aircraft \(RPA\) \(Drone\) Operations](#)

## Section 3 - Hazards and Risks Related to University Environment

- (14) [KRA 2.1: Manual Handling and Ergonomics](#).
- (15) [KRA 2.2: Smoke Free University](#).
- (16) KRA 2.3: Working from home (under development).

- (17) [KRA 2.4: Working alone or in isolated situations.](#)
- (18) [KRA 2.5: Travelling on University business.](#)
- (19) [KRA 2.6: Managing behavioural risks.](#)
- (20) [KRA 2.7: Campus environment.](#)
- (21) KRA 2.8 – Rescinded, please refer to [Health & Safety Guideline](#) 3.4.
- (22) [KRA 2.9: Guidelines for Employee Assistance Program \(EAP\).](#)

## **Section 4 - Hazards and Risks Related to Resources Division**

- (23) [KRA 3.1: Working at heights.](#)
- (24) [KRA 3.2: Working in confined spaces.](#)
- (25) [KRA 3.3: Asbestos and hazardous materials management.](#)
- (26) [KRA 3.4: Excavation and demolition.](#)
- (27) [KRA 3.5: Hot work \(including welding\).](#)
- (28) [KRA 3.6: Electrical safety and isolation.](#)
- (29) [KRA 3.7: Testing and tagging.](#)
- (30) [KRA 3.8: Travelling crane procedure.](#)
- (31) [KRA 3.9: Pallet racking.](#)

## Status and Details

<b>Status</b>	Current
<b>Effective Date</b>	29th November 2023
<b>Review Date</b>	29th November 2026
<b>Approval Authority</b>	Chief People and Culture Officer
<b>Approval Date</b>	27th November 2023
<b>Expiry Date</b>	Not Applicable
<b>Responsible Executive</b>	Martin Sainsbury Chief People and Culture Officer martin.sainsbury@newcastle.edu.au
<b>Enquiries Contact</b>	Megan Clark Associate Director, Wellbeing Health and Safety <hr/> Human Resource Services

## Glossary Terms and Definitions

**"University"** - The University of Newcastle, a body corporate established under sections 4 and 5 of the University of Newcastle Act 1989.