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
Warning	This process is uncontrolled when printed. The current version of this document is available on the HSW Website			

OBJECTIVE: The objective of this plan is to:
align with the key HSW initiatives defined in the HR Operational Plan 2020 and ______

Performance Indicators		Red = concerns	Amber = Em	nerging issues	Green = on t	track	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	HSW i Staff Wellbeing framework							
1.1	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 Wellb ensure its: Establish a the develo wellbeing f focuses or leaders to support to encompasi preventativ resilience a initiatives. Undertake School/Bra work. Facilitate th wellbeing p Establish a	a working party to inform oment of a staff ramework, which a enabling people provide effective their staff and which sees health education, and mental health sick leave analysis by anch to inform wellbeing the UniSuper financial	30/4/20 30/6/20 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.)	

Document	HSW Action Plan (2020)	Effective Date:	1 January 2020	Version 1.0
Authorised by	Director, HSW	Review Date:	31 December 2020	Page 2 of 5
Warning	This process is uncontrolled when printed. The current version of this document is available on the HSW Website			

Perform	ance Indicators	Red = concerns Amber = En		merging issues Green = on track		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.
2.1	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	Deliver an interactive workshop and/or other training tools which: explore supervisory requirements in practice; and increase engagement and improve the culture within the Faculty/Division.	31/12/20	WHS Act SA (2012) [19]	

Document	HSW Action Plan (2020)	Effective Date:	1 January 2020	Version 1.0
Authorised by	Director, HSW	Review Date:	31 December 2020	Page 3 of 5
Warning	This process is uncontrolled when printed. The current version of this document is available on the HSW Website			

UNIVERSITY OF ADELAIDE HSW ACTION PLAN 2020

DocumentHSW Action Plan (2020)Effective Date:1 January 2020Version 1.0Authorised byDirector, HSWReview Date:31 December 2020Page 4

5	HSW Consultation					
5.1.	Revise the HSW consultation structure to better enable meeting Self-Insurer Standard 3.5	HSW Team	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 Proced	, ,			T	
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	RTWSA Code of Conduct for Self-Insured employers Performance Standards 1.3

Document	HSW Action Plan (2020)	Effective Date:	1 January 2020	Version 1.0
Authorised by	Director, HSW	Review Date:	31 December 2020	Page 5 of 5
Warning	This process is uncontrolled when printed. The current version of this document is available on the HSW Website			