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| **School of Physics**  M013  35 Stirling Hwy Crawley WA 6009  www.physics.uwa.edu.au  CRICOS Provider Code: 00126G |

***Physics Safety Induction Checklist***

SUPERVISOR – These actions should be completed during the first week or as soon as practicable after the employee/student commences. Ensure that the employee/student has completed each section of the safety induction. Please retain this checklist and provide a photocopy to the employee/student and to the School Manager within two weeks of employee/student commencement date.

EMPLOYEE/STUDENT – You should sign the form where indicated when you are satisfied that the items have been completed.

**UWA Online Safety Induction**

Completion of the three modules of UWA Online Safety Induction

* Occupational Health and Safety Introduction
* Managing Occupational Risk
* Manual Tasks and Ergonomics

With a minimum mark of 80% in the each of the three modules quizzes

**Physics General Safety Induction**

The Area Safety Supervisor or delegate has taken me through the Physics General Safety Induction, covering the areas of

* Physics safety and health staff
* School safety manual
* What to do in case of an emergency
* Laboratory hazards
* Safety training and personal protective equipment

**Area Safety Induction**

The Area Safety Supervisor or delegate has walked me through my work area and discussed the following

* Local safety hazards and equipment and procedures to control risks
* Egress routes from my work area in case of an emergency
* Position of nearest first aid kit and first aid officer
* Proper use & care of personal protective equipment
* How to go about or who might assist in obtaining any necessary training, certificates, permits, licenses or other qualifications as required

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| Employee name : |  | Employees signature : |
| Position : |  |
| Supervisor : |  | Supervisors signature : |
| Date : |  |