**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 and the Biosafety Induction

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

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

**Physics General Safety Induction** *(Including Immediate Work Area Safety)*

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

* School of Physics safety and health staff
* School of Physics safety manual
* What to do in case of an emergency
* Laboratory hazards
* Safety training and personal protective equipment - PPE
* Local safety hazards and equipment and procedures to control risks
* Egress routes from my immediate work area in case of an emergency *(Building Evacuation)*
* Position of nearest First Aid kit and identity of First Aid officers
* Correct use and care of personal protective equipment - PPE *(where applicable)*
* How to go about or who may assist in obtaining any necessary training, certificates, permits, license’s or other qualifications as required

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