



## **ICRAR UWA CONSULTATIVE SAFETY AND HEALTH RISK MANAGEMENT COMMITTEE**

### **Terms of Reference – Main Responsibilities / Role**

- Meets Quarterly as a Minimum; and
  - Ensures operational activities within the Centre are undertaken safely by:
    - Understanding their local work area risk profile and ensuring safety risks are communicated, controlled and managed through balanced consultative arrangements as aligned to WA safety legislative requirements.
- Discuss any change to the Centre's S&H Risk Register and direct key actions to ensure safety due diligence obligations are met.
- Communicate, consult and action safety issues that are raised that have not been able to be resolved by the relevant work area Manager / Supervisor.
- Review the Centre's S&H Performance as per key performance indicators set by the University Management Committee / UWA Senior Management and aligned to UWA's Safety Management System and Continuous Improvement Framework.
- On-communicate key S&H documentation that make up UWA's Safety Management System released for comment / review by the UWA Health and Safety Unit.
- Discuss and as necessary develop local Centre's S&H Procedures / Standard Operating Procedures (SOPs) to ensure appropriate local risk controls are formalised.
- Validate that risk controls as implemented by Managers / Supervisors within the Centre are effective in maintaining a safe work environment.
- Share knowledge across Centre areas to discuss continuous improvements and to review any near-misses or incidents.
- Establishing and overseeing Local Work Area / Geographical / Functional / Research Group or Groups to better communicate, consult and manage risk.