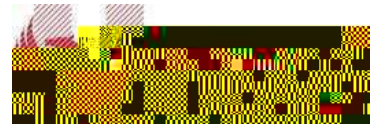
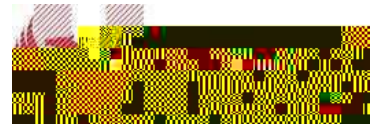
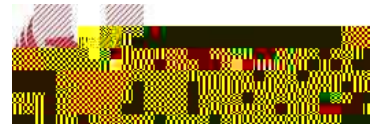


Workplace Health and Safety Policy







10 Alcohol, Drugs and Tobacco

- 101** recognises its legislative duty of care obligations under the Work Health and Safety Act 2011 (“the Act”).
- 102** While alcohol may be consumed on Institute premises at certain functions, such consumption is to be in a manner that reflects responsible service and consumption
- 103** Staff who are adversely affected by the consumption of alcohol while on official duty will normally be dealt with according to Institute’s disciplinary procedures and in the case of contractors or their sub contractors, in accordance with relevant contract provisions
- 104** No drugs are not to be bought, sold, carried or used in any part of the Institute, nor to be bought, sold, carried or used by any staff, visitors, contractors or students when engaged in Institute business. Additionally, if the Institute becomes aware of illegal behaviour occurring on campus the police will be contacted
- 105** Smoking and vaping is prohibited inside Institute premises or within 10 metres of a doorway. Employees must be aware that their smoking may impact on other staff members, contractors, visitors, students and members of the public

11 Beach Safety and Bushfire Awareness

- 11.1** is aware of its obligations to International Students whom may not be aware of the particular hazards which exist in Australia
- 11.2** will provide information to students at orientation and in the Student Handbook about:
- a) Bushfire dangers, including smoke hazards;
 - b) Beach safety and the dangers of swimming in lakes, rivers and streams;
 - c) Living and working in a hot environment;
 - d) Dangerous animals, reptiles and insects; and

12 Healthy Minds

will

- 12.1** Promote good mental health for its students and staff;
- 12.2** Train staff in mental health first aid;
- 12.4** Provide an environment conducive to good mental health; and
- 12.4** Provide confidential referral to counselling and psychology resources