Functions assigned to specific employees under health and safety policies and procedures of the University. The functions of
any program, service, operation, project and event conducted under the auspices of the University for educational, research, commercial and other purposes, wherever its location.

Any injury or illness incurred by any person (called casualty) whilst present on grounds of the University or engaged in University-endorsed activities. It includes the recurrence or
any condition or event associated with the work of University employees that is, or is perceived to be, hazardous.

Any program, service, operation, project and event conducted under the auspices of the University for educational, research, commercial and other purposes, wherever its location.

The structured process of hazard identification, risk assessment and control aimed at providing a safe and healthy environment for employees, contractors, students, customers and visitors whilst on University premises or whilst engaged in University activities.

The employee of the University who has been designated by the University as the Liaison Officer with the Occupational Health and Safety Authority of the State/Region.

A process of implementing measures to reduce, as far as reasonably practicable, the risk associated with a hazard. This process must follow the risk control hierarchy, in order, as

• the frequency of the work performed at such a workplace.

• the severity of the hazard or risk in question;

• the state of knowledge about that hazard or risk and any ways of removing or mitigating that risk;

• the availability and suitability of ways to remove or mitigate that hazard or risk;

• the severity or extent of the injury or illness; and

• the nature of the injury or illness (e.g. fracture, severe burn or internal bleeding).

• the nature and circumstances of the event;

• the time and location of the event;

• the source of the hazard or risk; and

• any other factors that may be considered relevant by the University's Management Representative.

• the frequency of the work performed at such a workplace.

• the severity of the hazard or risk in question;

• the state of knowledge about that hazard or risk and any ways of removing or mitigating that risk;

• the availability and suitability of ways to remove or mitigate that hazard or risk;

• the severity or extent of the injury or illness; and

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• the nature and circumstances of the event;

• the time and location of the event;

• the source of the hazard or risk; and

• any other factors that may be considered relevant by the University's Management Representative.
<table>
<thead>
<tr>
<th><strong>Critical Incident Team (CIT)</strong></th>
<th>The group of University executive officers responsible for the strategic management of critical incidents. The CIT is primarily composed of the members of the Vice-Chancellor’s Senior Team as well as selected Deans/ Directors, Supervisors-Managers (co-opted members).</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Critical Incident Plan (CIP)</strong></td>
<td>The document outlining the roles and responsibilities of the members of the CIT. The CIP is made available to members of the CIT in a document-controlled form, but is not generally available to others.</td>
</tr>
</tbody>
</table>
| **Serious Incident** | An incident which results in:  
- the death of any person; or  
- a person requiring medical treatment within 48 hours of being exposed to a substance; or  
- a person requiring immediate medical treatment for:  
  - amputation;  
  - serious head injury;  
  - serious eye injury;  
  - serious burn;  
  - electric shock;  
  - spinal injury;  
  - loss of bodily function; or  
  - serious laceration.  
- It also includes dangerous occurrences which seriously endanger the lives or the health and safety of people in the immediate vicinity. Such dangerous occurrences include:  
  - collapse, overturning, failure or malfunction of, or damage to, items of plant such as cranes, scaffolds, boilers etc;  
  - implosion, explosion or fire;  
  - escape, spillage or leakage of substances. |
| **Very Minor Injury or Illness** | An injury or illness that only causes discomfort or short-term pain, has no lasting effect, has no foreseeable potential to worsen, and was caused by trivial and isolated causes. Typical examples include paper cuts, small bumps and bruises, minor scratches, temporary headaches or indispositions, etc. |
| **University Contact** | Any employee of the University who organises or supervises the presence of contractors or visitors on University grounds. |
| **Authorised Work at Height Supervisor** | A person who has been assessed by a Manager of Facilities Services of the University to have the competencies and authority to issue Work at Height Permits under the Work at Height Procedure. |
| **Work at Height** | Any task that an employee, contractor or student undertakes in the context of occupational, educational, research, commercial, or other University-endorsed activities, whatever the location, where a fall hazard has been identified. Sporting activities and theatrical performances are not included within the scope of the Work at Height Procedure. However: • whilst the sporting activities and theatrical performances themselves are not included, all work at height associated with setting up, maintaining, and dismantling sporting equipment, theatrical props, lighting, etc, is included; and • the general requirement for HRAC reviews as described in the Hazard Identification, Risk Assessment and Control (HIRAC) Procedure still applies if any hazard, such as a fall hazard, is present in the sporting activity or theatrical performance. |
| **Operational Risk** | An event that may adversely impact on the School/Directorate/Center’s ability to achieve its key objectives. |
| **Strategic Risk** | An event that may adversely impact on the University’s ability to achieve its key strategic objectives. |