Safety, Health and Environment Policy

The Department of Physiology considers the provision of a **safe and healthy work environment** for its staff, students, contractors and visitors a **top priority and prerequisite** for achieving the primary mission of conducting excellent teaching and research at the highest international standard and for fulfilling the vision of being a leading NUS global department. This commitment to protect its human resource also extends to ensuring that the Department’s operations **do not place the community at risk of injury, illness or property damage**. The policy is applicable to all staff, students, visitors and contractors working in the department.

**Policy Statements:**

**Legal compliance**

The department shall fully comply with all the relevant safety, health and environment legislation and guidelines stipulated by the Government, NUS OSHE and the Yong Loo Lin School of Medicine (YLLSOM).

**Safety and Health Management System**

The department shall establish a Safety and Health Management System (SHMS) that proactively identify, assess and control the safety hazards associated with its activities to prevent injuries and ill health to staff, students, visitors and contractors.

**Risk Assessment**

The department shall proactively conduct risk assessments for research projects and teaching and other activities.

**Safety Training**

The department shall ensure that all staff and students undergo relevant safety training as stipulated by NUS OSHE, YLLSOM and the department.

**Review and Continual Improvement**

The department shall regularly review its SHMS to ensure its effectiveness in order to meet or exceed best practices.

**Responsibility**

Everyone in the Department has an individual responsibility for the successful implementation of this Safety and Health policy. Principal Investigators (PIs) and supervisors are responsible for the health and safety of staff members and students working under their supervision. Visitors to the department are obliged to follow the relevant safety and health guidelines of the department. Contractors working in the department premises are also required to conduct their activities in a manner that ensures the safety, health and welfare of others.

**Accident and Incident**

All accidents/incidents and near-misses are to be reported and investigated to determine their root cause(s). Appropriate measures will then be implemented to prevent a recurrence.

**PI Certification**

All PIs shall be certified to the standard required by the Safety and Health Management System Standard for Academic Supervisors – Part A: Requirement

[Signature]

A/Prof. Lim Kah Leong
Head of Department
26 February 2018