



L A W E H
OPEN UNIVERSITY COLLEGE

**HEALTH AND SAFETY
POLICY**

Education Without Barriers

Introduction

Good health and safety practices do not just protect employees, but also create an environment which cultivates economic success. LAWEH's policy seeks to deliver a comprehensive service for identifying, assessing and managing risks in the University, and mitigate risk through the implementation and development of safe systems of works and innovative processes and procedures.

We recognize people as the most critical part of your University. A constructive and proactive health and safety culture throughout our University and workplaces will ensure that our workers remain safe and well, with your students also confident of their own safety as well. Our services are therefore design-specific to support our University so that whatever the size, Health, Safety and Welfare is ensured.

Policy Definition

A health and safety policy is a recognized written statement by an employer stating the company's commitment for the protection of the health and safety of employees and to the public. It is an endorsed commitment by management to its employees regarding their health and safety up to or surpassing what is required by the laws, regulations and practices in the relevant industry.

Policy Statement

It is the policy of LAWEH that injury and illness prevention shall be considered of primary importance in all operations and administration. It is the intention of LAWEH top management to provide safety and health working conditions and to establish and insist upon safety practices at all times by all employees.

The prevention of injury and illness is an objective affecting all levels of the University and its activities.

Our policy statement is to safeguard the welfare of our staff and ensure that our University meets international standards and best practices. We will make every effort to provide a comprehensive suite of training in health and safety management. However, if any staff is ever in doubt how to do job safely, it is their duty to ask qualified staff for assistance. With an entertaining and enthusiastic approach also, our trainers will create an interactive environment to help to promote learning.

LAWEH Open University College strives to create a positive environment in which employees do not just survive, but thrive. Health and safety and wellness is a top priority for us and here, we view health and safety as not only a legal duty, but also as part of the organization's existence. We take the view that safety is everyone's business and everyone's responsibility hence every staff member's ability to make personal decisions about safety.

Objectives

- Establish clear health and safety targets across the Company to enable performance to be measured.
- Maintained an effective health and safety management system in the company.
- Raise employee's health and safety awareness, and provide training so that they can safely carry out their responsibilities.
- Minimize health and safety incidents

- Provide information to aid consultation with all those interested in the health and safety policies, plans and performance of the company
- Promote the adoption of health and safety management practices by the company's students and staff
- To promote improvement of safety and health programs and organisation in each Federal agency represented or participating in council activities.
- To evaluate the safety and health problems peculiar to local conditions and facilitate solutions to these problems through council activities.
- To act as a clearing house on information and data on occupational accidents, injuries and illness and their prevention.

The Scope of the Policy

All university of Laweh Open University workplaces, workers, students, visitors and members of the public lawfully on the University site.

Specific Policies

1. It is the policy of the University, so far as it reasonable practicable, to protect the health, safety and welfare of al workers, students and people on site
2. Provide and maintain a safe working environment, plant and systems for workers, students and visitors that is safe without risk to health.
3. Provide such information, instruction, training and supervision as is necessary to ensure that health and safety hazards and risks are identified, understood and managed effectively.
4. Establish health and safety objectives which will be reviewed each year through the internal audit process and performance review processes to ensure continuous improvement in health and safety management.
5. Support workers through the provision of resources to achieve the required injuries, and non-work injuries where appropriate and possible
6. Foster and encourage education in safe working practices for students who in turn will become workers when they leave the university.
7. Report all incidents and injuries as soon as practical after the event
8. Participate in health and safety management systems in operation within the University including the wearing of safety equipment provided.
9. Report to relevant health and safety staff any identified risks to health and safety of staff, students and visitors.
10. Actively participate in rehabilitation for work related injuries illnesses.

Monitoring and Evaluation

The University's health and safety performance will be monitored and reviewed by:

1. A quarterly report to Council and President's advisory Group from the Head, Health and Safety Compliance on health and safety performance.
2. The annual health and safety performance report including goal setting and achievements policy review, significant events, corrective action and auditing results.
3. External audits