

Melbourne Centre for Nanofabrication OHS Strategic Objectives Action Plan – 2024/25

The [Monash University OHS Strategic Objectives](#) communicate the overarching direction of the University in relation to improving health and safety management. These objectives represent the key focus areas for continual improvement of the OHS Management System (OHSMS).

Each Faculty/Division is required to develop a Faculty/Divisional OHS Plan, which aligns to the University OHS Strategic Objectives and sets specific OHS targets. The aim of this process is to establish a planned approach to determine key focus areas based on the Faculty/Division risk profile and operational context and to deliver agreed outcomes.

Strategic Objective 1: Collaborative Relationships/Partnerships

Goal:

Fostering collaborative relationships/partnerships with staff and students and empowering people to make a positive and enduring contribution to health and safety culture;

Initiatives/actions:

1. Develop initiatives to encourage collaboration within the Monash OHS network;
2. Communicate release of new/revised OHS documents to staff and resident users;
3. Seek and collate feedback on OHS documents under review;
4. Communicate upcoming OHS meetings with staff and resident users, providing an opportunity to raise items for discussion.

Assessment of level of implementation	Observations	Recommended Action/s for 2024/25
<ul style="list-style-type: none"><input type="checkbox"/> Target is already adopted across all areas<input checked="" type="checkbox"/> Target is mostly adopted<input type="checkbox"/> Target is partially adopted<input type="checkbox"/> Target is not currently adopted<input type="checkbox"/> Target is not applicable	<ul style="list-style-type: none">• Dedicated SLACK Channels (#health-safety-mindfulness, #incidents-and-hazards, #OHS-notice-board) used to communicate various OHS information including release of new OHS Policies or guidelines, documents under review, events, local incidents and hazards.	<ul style="list-style-type: none">• Continue activities.

The [DVCR OHS Strategic Objective Plan progress template](#) should be used to monitor and record progress for each recommended action.

Strategic Objective 2: Risk Management

Goal:

Leading the Australian university sector in the application of risk management strategies that support education and research including the emerging risks of new activities.

Initiatives/actions:

1. Create and maintain a local hazard and risk register;
2. Ensure all task-based processes and activities are risk assessed;
3. Track and monitor risk assessments to ensure that they are reviewed regularly and archived when no longer current;
4. Evaluate the suitability and effectiveness of existing risk management methodology;
5. Appoint an Events Safety Marshall (ESM);
6. Ensure Events Risk Management Plans (ERMPs) are in place for all on and offsite events.

Assessment of level of implementation	Observations	Recommended Action/s for 2024/25
<input type="checkbox"/> Target is already adopted across all areas <input checked="" type="checkbox"/> Target is mostly adopted <input type="checkbox"/> Target is partially adopted <input type="checkbox"/> Target is not currently adopted <input type="checkbox"/> Target is not applicable	<ul style="list-style-type: none"> • MCN (local) Risk Register developed (SARAH 1.0 #). • Majority of task-based activities have current risk assessments. • Some local risk assessments have yet to be migrated to SARAH • Events Safety Marshall appointed • Events Risk Management Plans in place 	<ul style="list-style-type: none"> • Update MCN Risk Register with new hazards. • Review and renew risk assessments that are due for review. • Archive any non-current risk assessments. • Migrate all non-SARAH risk assessments to SARAH. • Identify any current task-based activities that are not risk assessed and risk assess in SARAH.

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Strategic Objective 3: OHS Management Systems

Goal:

Implementing quality-based health and safety management systems with a focus on continuous improvement.

Initiatives/actions:

1. Improve the provision and quality of OHS information and reports;
2. Increased reporting of hazards or near misses.
3. Maintenance OHS Management Systems to ensure compliance to ISO 45001

Assessment of level of implementation	Observations	Recommended Action/s for 2024/25
<input type="checkbox"/> Target is already adopted across all areas <input checked="" type="checkbox"/> Target is mostly adopted <input type="checkbox"/> Target is partially adopted <input type="checkbox"/> Target is not currently adopted <input type="checkbox"/> Target is not applicable	<ul style="list-style-type: none"> • Incident and Hazard KPI maintained • Monash OHS Management systems requirements maintained • Health and Safety roles filled and training maintained 	<ul style="list-style-type: none"> • Increase hazard and incident reporting • Implement Power BI reporting for tracking incidents and progress on hazard closeout. • Implement Power BI for tracking compliance requirements

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Strategic Objective 4: Technological Innovation

Goal:

Applying innovative technological solutions to assist in the measuring reporting and managing of Occupational Health and Safety information.

Initiatives/actions:

1. Migrate OHS systems and processes to electronic platforms.

Assessment of level of implementation	Observations	Recommended Action/s for 2024/25
<ul style="list-style-type: none"><input type="checkbox"/> Target is already adopted across all areas<input checked="" type="checkbox"/> Target is mostly adopted<input type="checkbox"/> Target is partially adopted<input type="checkbox"/> Target is not currently adopted<input type="checkbox"/> Target is not applicable	<ul style="list-style-type: none">• ASANA used for induction and training records	<ul style="list-style-type: none">• Migrate “New chemical, equipment and process” form to ASANA

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Strategic Objective 5: Health and Wellbeing at Work

Goal:

Making a significant contribution to improving the health and wellbeing of staff and students.

Initiatives/actions:

1. Promote, encourage participation and support initiatives that enhance physical, mental, occupational health and wellbeing.

Assessment of level of implementation	Observations	Recommended Action/s for 2024/25
<ul style="list-style-type: none"><input type="checkbox"/> Target is already adopted across all areas<input checked="" type="checkbox"/> Target is mostly adopted<input type="checkbox"/> Target is partially adopted<input type="checkbox"/> Target is not currently adopted<input type="checkbox"/> Target is not applicable	<ul style="list-style-type: none">• Monash University Health and Wellbeing activities and initiatives actively promoted• Local wellbeing activities organised (e.g. Cultural Lunch, Staff BBQs)	<ul style="list-style-type: none">• Appoint Health and Wellbeing Champion• Health and Wellbeing Champion to promote Monash University Health and Wellbeing activities and initiatives• Health and Wellbeing Champion to organise local events promoting Health and wellbeing• Implement wellbeing KPI• Track and report on wellbeing KPI

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