

## Health & Safety Policy

### Objective

This policy is established for prevention of injury and ill-health; and to protect, health, safety and wellbeing of all staff members, students, visitors and contractors in the School.

### Scope

This policy is applicable to all staff members, students, visitors and contractors in the School and in facilities under the administration of the School. The scope of activities of the School includes teaching, research and services / consultancy.

### Policy Statements

**Commitment:** We are committed to providing a safe and healthy work environment in the School.

**Legal compliance:** The School will comply with all applicable health and safety legislation, regulations, guidelines and standards of relevant governmental agencies, the National University of Singapore and the National University Health System.

**Occupational Health and Safety management system (OH&SMS):** The School has an effective OH&SMS to ensure coordinated and systematic approach to managing health and safety. The OH&SMS facilitates the establishment of realistic goals and objectives to improve occupational health and safety performance.

**Mandatory training:** The School will ensure that all staff members and students receive adequate OH&S training.

**Risk assessment:** The School will ensure all activities are subjected to a risk assessment regime. All Principal Investigators (PIs) performing laboratory based experiments will be certified under the NUS laboratory OH&S management scheme.

**Responsibility:** Every individual in the School is responsible for the successful implementation of this policy. PIs and supervisors are responsible for the health and safety of staff members and students working under their supervision. Contractors working on school premises are also required to conduct their activities in a manner that ensures the safety, health and wellbeing of others.

**Incident and Accident Investigation:** All incidents and accidents are to be reported and investigated to determine the root cause(s). Appropriate measures will then be implemented to avoid a recurrence.

**Communication:** This policy shall be communicated to staff members, students, visitors and contractors efficiently, with establishment of feedback systems to ensure timely correction of all unsafe practices and conditions.

**Continuous Improvement:** The School strives for continual improvement of its OH&S practices and standards. Its OH&S policy and OH&SMS shall be reviewed annually to ensure their relevance and effectiveness.

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Dean  
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