

Laboratory Safety Information Sheet 2

Staff and Student Responsibilities

It is recognised that Edith Cowan University as the employer is responsible for the management, control, maintenance and review of safety practices, procedures and systems.

However, of equal importance is the responsibility and accountability of staff and students who are responsible for their own safety and health and for the safety and health of others.

The level of responsibility that is delegated to a person via this Policy will depend upon their level of control. This guideline provides assistance as to the responsibilities of persons in the workplace.

All staff and students are responsible for their own health and safety and for others whose activities they may influence or control.

The degree of responsibility a person has will depend upon his or her level of influence or control. This concept is recognised in law.

All staff and students are responsible for working and acting safely.

Specific responsibilities for students include:

- taking reasonable care of their own health and safety and that of co-students, staff members and members of the public;
- cooperating with the implementation and administration of safety policies;
- not interfering with or misusing anything provided in the interests of health and safety;
- using plant and equipment as instructed;
- reporting all accidents and near misses to the staff member in charge;
- reporting all hazards or potential hazards of which they are aware and to assist with the avoidance, elimination or minimization of those hazards or potential hazards;
- wearing protective clothing and use protective equipment provided in the manner properly instructed;
- observing all instructions and rules issued to protect their safety and the safety of others; and
- making proper use of all safeguards, safety devices, personal protective equipment and other appliances for safety purposes.