

Schedule 8: Safety and critical incidents delegations

Delegates must comply with requirements for exercising all delegations stated in the Delegations Procedure above.

No.	Delegation	Delegate(s)	Conditions of exercise	Relevant legislation, policy documents
8.1	Instruct that work or an activity cease because of risks to health and safety or the environment.	Positions of which the title includes the word "chief", "counsel", "dean", "director", "head", "lead", "manager", "vice-chancellor" or "vice-president".	After issuing this instruction, the delegate must promptly inform the manager who is responsible for that activity/work or who is responsible for management of the contractor who has undertaken that work/ activity (if a contractor has been instructed).	Health and Safety Policy
8.2	Declare a critical incident at a campus or premises owned or managed by UNSW in Australia.	Critical Incident Management Team Lead		Campus Policy Emergency Response Plan
8.3	Decide that all or part of a campus or premises will be locked down, for: a. a campus or premises owned or managed by UNSW in Australia other than the Canberra campus b. the Canberra campus other than the premises owned by the Australian Defence Force Academy.	a. CPropO Critical Incident Management Team Lead Director Health and Safety Director Protective Services Emergency Manager Senior Manager of Security Security Operations Manager Control Room Manager b. CPropO Critical Incident Management Team Lead Director Health and Safety Director Protective Services Emergency Manager Senior Manager of Security Security Operations Manager Control Room Manager Faculty Executive Director (UNSW Canberra) Deputy Faculty Executive Director (UNSW Canberra)		

No.	Delegation	Delegate(s)	Conditions of exercise	Relevant legislation, policy documents
8.4	Report a notifiable incident under work health and safety legislation: <ul style="list-style-type: none"> • the death of a person, or • a serious injury or illness of a person, or • a dangerous incident. 	Director Health and Safety Manager, Safety Specialists, Systems, Assurance Manager, Safety Partnerships and Injury Management Manager, Safer Communities Senior Manager, Estate Management Safety Safety Coordinator Senior Safety Coordinator Safety Specialist		Work Health and Safety Act 2011
8.5	Approve a settlement under a workers compensation claim, including claims for: <ul style="list-style-type: none"> • whole person impairment • liability disputes • common law/work injury damages. 	VP, Transformation, Planning and Assurance Director Health and Safety	The delegate can only exercise this delegation if it is within their financial delegation.	