

**Issue #8**

Farewell to Gerald Buttfield

After more than 40 years of service to The University, HSW Director Gerald Buttfield is retiring on Friday the 24th of February.

Working across a wide range of roles within the University, Gerald amassed a great depth of knowledge which he used to reshape and lead safety for the last 15 years. The HSW Team and the University community wish Gerald all the very best with his future plans.

The following arrangements have been put in place until a new Director of HSW is appointed, taking effect from Monday 27th of February.

Interim Director, HSW - Paul Roberts

Acting HSW Advisory Manager - Anthony Parletta

Acting HSW Advisor – Stacy Fogliano

HSW Advisors – Jess Gilson, Jacki Rushby (Acting), Sam Abbott

HSW Officers – David McLeod, Andrew Enya, Kema Hord, Tegan Cooper-Wilson

The HSW Team will continue to ensure that:

- the structure of the team and its work processes will be used to ensure resources are moved to address critical demands
- a number of pathways remain in place for staff to request advice and support from the HSW Advisory team
- the Acting HSW Advisory Manager and Interim Director HSW will continue to regularly touch base with key staff to ensure the HSW Advisory Service is meeting your Faculty/Divisional needs.

Chief Warden and Warden Network Update

The [Warden Network Procedure](#) has been endorsed by the Chief Operating Officer as policy custodian and is available on the [Emergency Management](#) HSW webpage. The new procedure aims to make it easier for Wardens to access information about their role by separating it out from other requirements of the HSW [Emergency Management Procedure](#), to more directly provide the Warden network with procedural instruction to support conduct of their role.


Chemical Label Templates Now Available Online

Properly labeling chemicals not only helps to avoid mix-ups and errors, but it is also essential for the safety of everyone in the lab. As such, all lab chemicals must, at a minimum:

- be legible and in English,
- have the product identifier (name or number found on the supplier's label or in the SDS),
- have a pictogram or hazard statement consistent with the chemical,

- the full name (or staff/student number) of the worker who made or decanted the chemical, and
- the date that the chemical was opened (if the chemical is peroxidisable).

If you would like to print your own labels, you can download one of our prepared chemical label and sticker templates from the [Chemical Management Procedure page](#) under the 'Tools, forms and templates' section.

 **Remember** - If you are printing labels onto sticker paper, make sure to select 'labels' in printer properties > paper type.

What's New?

NEW PROCEDURE – Warden Network

Relevant pieces of the Warden Network Procedure have been updated.

HSW PORTAL UPDATE – Chemical Labels

As per article above.

Authorised by the Director, HSW
Copyright of The University of Adelaide
CRICOS Provider Number 00123M

You are receiving this email because you are a current staff member, student or alumni of The University of Adelaide who has signed up to HSW Connect.

[Preferences](#) | [Unsubscribe](#)