[INSERT YEAR] Safety Calendar

Refer to the[Schedule of Programmable Events (Safety Calendar) Procedure](https://www.adelaide.edu.au/hr/hsw/hsw-policy-handbook/schedule-of-programmable-events-handbook-chapter) to identify those HSW activities required or consult the [HSW Advisory Team](https://www.adelaide.edu.au/hr/hsw/hsw-advice) for guidance.

|  |  |  |  |
| --- | --- | --- | --- |
| **School/Branch/Area:** |  | **Date:** | **As at:** |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Frequency** | **Task** | **Records** | **Person(s) Responsible** | **Anticipated Date(s) for Completion** | **Completed** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

*Add rows as required*