

Victoria University Safety and Risk Training Overview 2018

General Health and Safety Training

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Victoria Health and Safety Induction	Tue 16 9-11am Wed 31 10am-12pm	Thurs 15 9-11am Tue 27 9-11am	Wed 14 10am-12pm Tue 27 10am-12pm	Tue 10 10am-12pm Thurs 26 10am-12pm	Tue 8 9-11am Wed 23 10am-12pm	Thurs 7 9-11am Tue 19 10am-12pm	Thurs 5 9-11am Thurs 19 9-11am Tue 31 9-11am	Wed 15 10am-12pm Tue 28 9-11am	Tue 11 9-11am Wed 26 10am-12pm	Thurs 11 9-11am Wed 24 10am-12pm	Tue 6 10am-12pm Wed 21 10am-12pm	Thurs 6 9-11am
Movement at Work					Wed 30 2-3:30pm					Tue 16 2-3:30pm		
Safety Snippets		Wed 21 10:30-11am		Wed 11 10:30-11am		Wed 6 10:30-11am		Thurs 16 10:30-11am		Wed 10 10:30-11am		Tue 11 10:30-11am
Defensive Driving	This course is run on an as needed basis for staff who need advanced or remedial training. Contact safety@vuw.ac.nz for more information.											

Safety and Risk Management Training

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Safety and Risk Induction for Managers		Wed 14 10-12pm		Thurs 12 10-12pm		Tue 12 1-3pm		Wed 8 10-12am		Thurs 4 9-11am		Tue 4 10-12pm
Risk Management at Victoria			Tue 20 10am-12pm		Thurs 3 10am-12pm		Tue 10 10am-12pm		Thurs 13 10am-12pm		Wed 14 10am-12pm	
Business Continuity Planning at Victoria			Wed 28 10-12pm				Tue 3 10-12pm			Thurs 25 2-4pm		
Accident and Incident Investigations				Tue 24 10-11:30am			Tue 24 10-11:30am			Tue 30 10-11:30am		
Workplace Safety Inspections			Thurs 22 10-11am			Tue 26 10-11am			Tue 18 10-11am			
Fieldwork Procedure		Tue 20 11am-12pm		Wed 18 2-3pm		Wed 20 11am-12pm		Tue 14 11-12pm		Wed 17 2-3pm		

Health and Safety Representative Training

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Health and Safety Rep Induction			Thurs 15 10am-12pm	Tue 17 10am-12pm								
Health and Safety Rep Initial Training			Tue 22 - Wed 23 9am-5pm									

Emergency Response Training

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Emergency Response Briefing			Wed 28 2-3.30pm		Thurs 24 2-3.30pm		Wed 25 2-3.30pm		Thurs 27 2-3.30pm		Tue 27 2-3.30pm	
Floor Warden Training		Thurs 22 10-11am	Tue 27 2-3pm	Thurs 26 2-3pm		Thurs 21 10-11am		Thurs 16 2-3pm		Tue 9 10-11am		
Building Warden Training	This course is arranged on request for Building Wardens and Deputy Building Wardens at your building. Contact safety@vuw.ac.nz to arrange a time that suits you.											
Coordinated Incident Management at Victoria (CIMS)				Thurs 19 9am-4pm				Thurs 30 9am-4pm		TBC Exercise		
Using a Fire Extinguisher			Tue 27 10am-12pm		Thurs 24 10am-12pm		Wed 18 10am-12pm			Tue 2 10am-12pm		
Using an Evacuation Chair	This course is run on an as needed basis for staff who regularly have someone in their area with a disability that prevents them from using the stairs. Contact safety@vuw.ac.nz for more information.											
Emergency Resource Training				TBC Bulk Water		TBC Sanitation		TBC Emergency Power				

First Aid Training

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
First Aid Level 1	Wed 17 8:30am- 5:30pm			Tue 17 8:30am- 5:30pm		Thurs 14 8:30am- 5:30pm		Thurs 16 8:30am- 5:30pm			Tue 20 8:30am- 5:30pm	
First Aid Refresher		Wed 14 9am-4pm		Wed 11 9am-4pm			Tue 24 9am-4pm			Thur 18 9am-4pm		
Outdoor First Aid		TBC					TBC					

To register for scheduled courses online, go to the Victoria staff development website: www.victoria.ac.nz/staff/human-resources/development/training-calendar

For safety and training enquiries contact Safety, Risk and Assurance

Email: safety@vuw.ac.nz | Phone: 04-463 6977 | Website: www.victoria.ac.nz/healthandsafety