

MONASH UNIVERSITY OHS AUDIT PROGRAM 2009

August 2009

1. OHS SELF AUDITS

Each year, the Compliance Officer of each unit/entity is responsible for completing the self audit questionnaire to provide a guide to the compliance their unit/entity and to the continual improvement of their OHS compliance status.

2. INTERNAL OHS AUDITS

Areas to be audited by OHS staff in 2009 include:

Area	Faculty/Division	Type of audit
• Anatomy & Developmental Biology	Medicine, Nursing & Health Sciences	Chemicals & OHS management
• Medicinal Chemistry	Pharmacy & Pharmaceutical Sciences	Chemicals management
• Animal Services, Clayton	Office of DVC (Research)	OHS management

3. EXTERNAL OHS AUDITS

External OHS audits will be conducted to provide a quality check for the internal OHS audit program. Areas to be audited externally in 2009 include:

Area	Faculty/Division	Type of audit
• Biological Sciences	Science	Chemicals & OHS management
• Monash Sport, Clayton	Office of VP (Administration)	OHS management
• Bioengineering	Engineering	OHS management

4. OHSAS 18001:2007 CERTIFICATION AUDITS

OHSAS 18001 certification audits are scheduled for August 2009.

Areas to be audited in 2009 include:

Area	Faculty/Division	Type of audit
• Occupational Health and Safety	Student & Community Services	OHS management
• Monash Immunology & Stem Cell Labs	Medicine Nursing & Health Sciences	OHS management
• Facilities & Services, Clayton	Facilities & Services	OHS management
• Monash College Group		OHS management
• Counselling & Student Advice, HWD	Student & Community Services	OHS management
• Records and Archives	Student and Community Services	OHS management
• Monash Residential Services Clayton, Berwick, Gippsland & Peninsula	Office of VP (Administration)	OHS management
• Mechanical Engineering	Engineering	OHS management
• Geosciences	Science	OHS management
• Faculty of Business & Economics, Caulfield	Business & Economics	OHS management
• Faculty of Art & Design, Caulfield	Art & Design	OHS management
• Library, Berwick	Office of DVC & VP (Education)	OHS management

• George Jenkins Theatre, Peninsula	Office of VP (Advancement)	OHS management
• Community Emergency Health & Paramedic Practice, Peninsula	Medicine, Nursing & Health Sciences	OHS management
• Nursing & Midwifery, Gippsland	Medicine, Nursing & Health Sciences	OHS management
• Gippsland School of Applied Sciences & Engineering	Office of PVC (Gippsland)	OHS management
• Pharmaceutical Biology	Pharmacy & Pharmaceutical Sciences	OHS management
• Pharmaceuticals	Pharmacy & Pharmaceutical Sciences	OHS management
• Facilities & Services, Gippsland	Facilities & Services	OHS management
• Central Clinical School, Alfred Hospital	Medicine, Nursing & Health Sciences	OHS management
• Eastern Health Clinical School, Box Hill Hospital	Medicine, Nursing & Health Sciences	OHS management
• Monash Institute of Medical Research, MMC	Medicine, Nursing & Health Sciences	OHS management
• Monash Sport, Peninsula	Office of VP (Administration)	OHS management
• Chemical Engineering	Engineering	OHS management
• Southern Clinical School, MMC	Medicine, Nursing & Health Sciences	OHS management
• Monash Centre for Electron Microscopy	Engineering	OHS management
• Chemistry	Science	OHS management
• Faculty of Information Technology, Clayton	Information Technology	OHS management
• General Practice, Notting Hill	Medicine, Nursing & Health Sciences	OHS management
• Psychology, Psychiatry & Psychological Medicine, Notting Hill	Medicine, Nursing & Health Sciences	OHS management
• Faculty of Law	Law	OHS management

5. TYPES OF OHS AUDITS

5.1 AUDITS WILL BE CONDUCTED TO:

- assess compliance of the Monash University OHS management system with the requirements OHSAS 18001:2007;
- assess the extent of implementation of the Monash University OHS management system in the university's operations and activities; and,
- verify the implementation and effectiveness of OHS policies and procedures.

5.2 THE AUDIT PROGRAM WILL REFLECT:

- the level of risk associated with the activity, policy or procedure;
- the OHS importance of the specific element of the Monash University OHS management system; and
- the results of previous audits; and
- the significance of problems encountered in the areas to be audited.

5.3 The audit procedure is outlined in [OHS audits at Monash University](#) .