

DEPARTMENT OF MECHANICAL ENGINEERING.

Personal Electrical Equipment Policy.

Statement of Policy:

Any personal electrical equipment brought into the Department, by a staff member or student, for their own use in an office, laboratory or any other area, must comply with current University Policies, and have a current Electrical Safety Test Tag, showing compliance to AS3760. It is the responsibility of the person bringing the equipment into the Department to ensure that the equipment has a current compliance tag at all times. Bar type radiators are prohibited in the University.

In fulfilling the objectives of this personal electrical equipment policy, the Head of Department through departmental supervisors is committed to regular consultation with all employees in the department to ensure that the policy operates effectively and that health and safety issues are regularly reviewed.

This policy will be reviewed on an annual basis and revised as required.

Signed.....
Head of Department.

Date.....