

Frequency of Completing Health and Safety Training

Frequency on training to be completed once in the period listed. Refer to specific Group/Element training matrices, where available, for specific School or Workgroup detail.

Module/ Group	Fire Safety	Health and Safety	General Laboratory and Workshop Safety	Manual Tasks/Office Ergonomics	Practical Hazard and Incident Management	Wellbeing for Work and Life
AEL	Annually	3 years	¹ 2 years	3 years	² 3 years	3 years
Business	Annually	3 years	Not applicable	3 years	² 3 years	3 years
Griffith Health	Annually	3 years	2 years	3 years	3 years	3 years
Griffith Sciences	Annually	3 years	2 years	3 years	3 years	3 years
ODS	Annually	3 years	¹ 2 years	3 years	² 3 years	3 years
*Central Admin	Annually	3 years	Not applicable	3 years	3 years	3 years
Griffith International	Annually	3 years	Not applicable	3 years	3 years	3 years
Campus Life	Annually	3 years	¹ 2 years	3 years	3 years	3 years

¹ As required by work areas.

² Local Health and Safety Contacts only

*Includes areas covered by VC, DVC(E), Senior DVC, Academic Provost and Vice President (Corporate Services)

Certified Facility Training

The following additional training is required to be completed once in the period stated for all people (staff, students and contractors) that access certified facilities.

High Risk Laboratory Areas	General Biosafety	Genetic Biosafety	PC3 Laboratory	Biosecurity	General Chemical Safety	Gas Cylinder Safety
Sciences	2 years	2 years	Annually	2 years	2 years	2 years
Health	2 years	2 years	Annually	2 years	2 years	2 years
Campus Life (including Contractors)	2 years	2 years	Annually	2 years	2 years	2 years