
Statement
The University of Dundee recognises the importance of every staff member receiving a staff health and safety leaflet referring them to the Safety Services health and safety information on the University web site before they start work as part of their health and safety induction training.

Arrangements
Director of Human Resources will ensure that every newly appointed member of staff is issued with a copy of the staff health and safety leaflet and that they know how to access the University’s health and safety information on the internet.

Deans/Directors will check that staff have read relevant parts of the Safety Services web site before they start work: confirmation should be obtained as part of the new member of staff’s induction training on their first day at work.

Head of Safety Services will ensure information on Safety Services web site is up-to-date.