Environment, Health & Safety Newsletter

November 2014

UNIVERSITY OF NICOSIA
ΠΑΝΕΠΙΣΤΗΜΙΟ ΛΕΥΚΩΣΙΑΣ

Academic year 2013-2014

Environment, Health and Safety Office
University of Nicosia



Greetings from the EH&S OFFICE!

As the EH&S Office keeps moving into a new phase of development and growth, we would like to share our activities with you for the period 2013-2014.

With this in mind our Newsletter is going to inform you about:

1. Emergency Evacuation Drills
2. Antismoking Campaigns
3. Students with Special Educational Needs
4. First Aid Trainings
5. Website information

As you can realise, our main aim remains the same: to maintain and improve the high degree of safety consciousness and responsible attitudes to Environment, Health and Safety, throughout the University and its environment.

46 Makedonitissas Avenue
1700 Nicosia, Cyprus
Tel: 22 841 500
Fax: 22 357 481
http://www.unic.ac.cy

E-mail: nicolaou.s@unic.ac.cy
Tel: 22 841 737

E-mail: stavrou.ma@unic .ac.cy
Tel: 22 841 779

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A. Events and Seminars Organized

Academic Year 2013-2014

Anti-smoking campaign

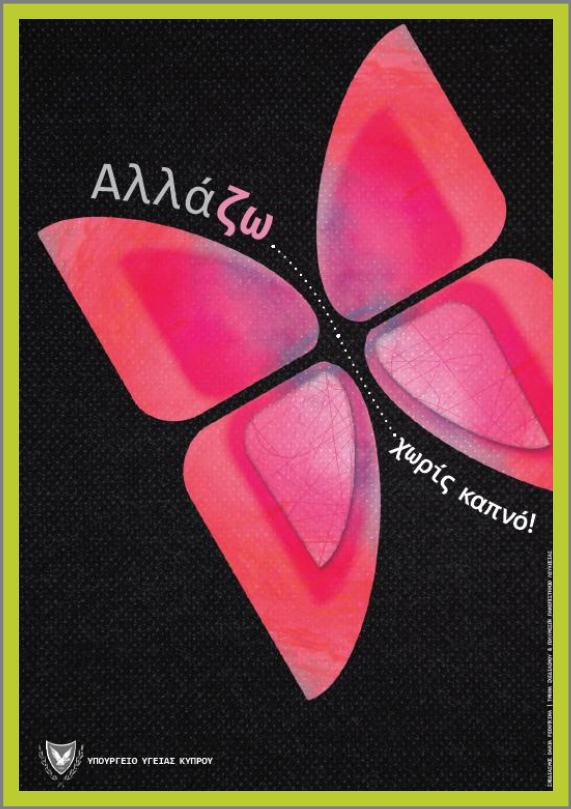
"SMOKE FREE IS THE WAY TO BE" campaign.

Every year, the EH&S Office dedicates some of its efforts in promoting a smoke-free environment for students and employees.

In collaboration with the Cyprus Ministry of Health, a booth was set-up in the Millennium Cafeteria during the Clubs and Societies registration week. As a result, we had the opportunity to interact with students and give them valuable information, as well as leaflets regarding the effects of smoking in their lives.

Additionally, the Cyprus Ministry of Health took carbon monoxide measurements something which quickly became a very popular activity!!!

A special thanks goes to the Department of Student Affairs that provided the space for our booth.



Emergency Evacuation Drill

The EH&S Office dedicated a lot of its time and effort in organizing the Emergency Evacuation Drill at the 3 main buildings (Millennium, Europa and Central).

The preparation for the drill took almost 6 months!

The responsible personnel for each building/area (building leaders, floor leaders, technicians, head first aider) were given a refresher training, regarding their responsibilities. We updated all escape route maps, as well as the Emergency Evacuation Drill procedures for each building.

Moreover, we have purchased the floor leader's equipment, which was:
a. Yellow vests
b. Flash lights
c. Whistles

The Emergency Evacuation Drill was held on February 10th, 2014 at 09:30am. The duties of the supporting staff were to engage the alarm and put the restricting labels on the elevators.

The floor leaders fulfilled their duty remarkably well. They had their yellow vests on, instructed the occupants to evacuate the buildings and went to their designated assembly points. Also, they checked the restrooms, kitchens and store rooms, in order to be sure that there was no one left on their floor.

The Head First Aider took the emergency first aid kit and went to her designated assembly point.

The building leaders made sure that the Drill was smooth and that everyone left the building. Subsequently, they evaluated the effectiveness of the Drill.

The timing of the drill was EXCELLENT! It took just 15 minutes, bearing in mind that all 3 buildings (Central, Europa and Millennium) were evacuated!

A great thanks to the EH&S Officer Ms Maria Stavrou!

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Students with Special Educational Needs

The University of Nicosia acknowledges that it is its proactive duty to serve the educational needs of all its students. As such, it is committed to providing equal opportunities for people with disabilities in accordance with the policy of the University by doing its utmost to secure the necessary means, facilities and personnel.

In our effort to inform and support faculty and staff we organized a seminar titled “How to Work with Students with Special Educational Needs”. Through the seminar we informed our faculty and staff about the services available at KESY and the ways of identifying and communicating with students with special educational needs. Furthermore, the disability subcommittee decided that from the next academic year (2015), 2 seminars will be organized.

More information can be found in our handbook “How to work with students with special educational needs”.

A special thanks to Dr Stasinos Demetrios and Dr Petronda Stella for delivering the seminar.



“HOW TO WORK WITH PEOPLE WITH SPECIAL EDUCATIONAL NEEDS”

B. Trainings

First Aid

First aid is the assistance given to any person suffering a sudden illness or injury, with care provided to preserve life, prevent the condition from worsening, and/or promote recovery. It includes initial intervention in a serious condition prior to professional medical help being available, such as performing CPR whilst awaiting an ambulance, as well as the complete treatment of minor conditions, such as applying a plaster to a cut.

The first aider aims to:

- Preserve life: the overriding aim of all medical care, including first aid, is to save lives and minimise the threat of death.
- Prevent further harm: also sometimes called prevent the condition from worsening, or danger of further injury. This covers both external factors, such as moving a patient away from any cause of harm, and applying first aid techniques to prevent worsening of the condition; for example applying pressure to stop a bleed becoming dangerous.
- Promote recovery: first aid also involves trying to start the recovery process from the illness or injury, and in some cases it might involve completing a treatment, such as in the case of applying a plaster to a small wound.

Training is generally provided by attending a course, leading to certification. Due to regular changes in procedures and protocols, based on updated clinical knowledge and to maintain skill, attendance at regular refresher courses is necessary every 3 years.

In April, the EH&S Office with the help of the Head First Aider, Ms. Liana Ellina, organized a First Aid Certificate Renewal. The trainings were taken place on April 19 - 20, 2014

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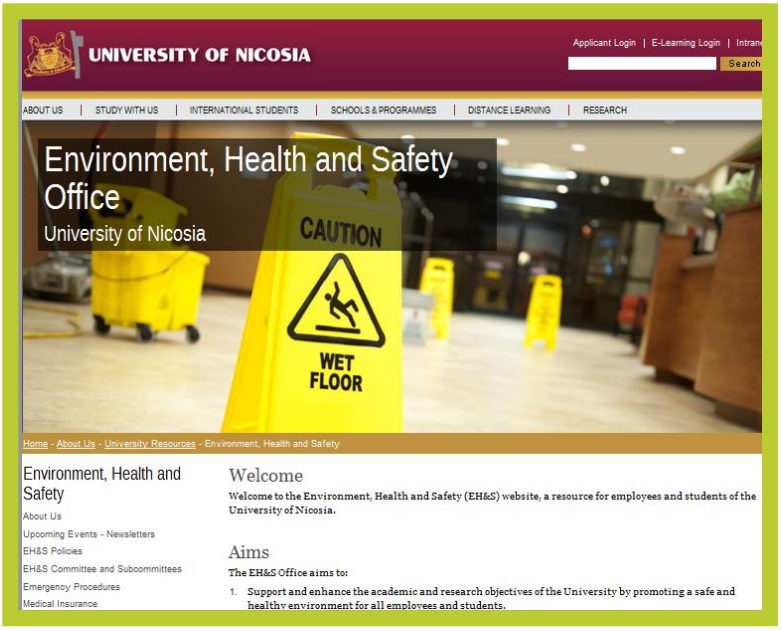
C. Website

The EH&S mini webpage is a great resource for employees and students of the University of Nicosia. One can find the main aims and policies of the EH&S Office as well as Emergency Procedures documents or safety guidelines established for all employees, students and visitors in the event of emergency.

For our employees, our website is a valuable source of information with useful forms that relate to the areas of emergency, complaints, indemnity and medical insurance.

Furthermore, information regarding the University Environmental policy, EH&S Committee and Subcommittees and Students with special educational needs are provided.

Our website can be accessed at:
http://unic.ac.cy/about-us/environment-health-and-safety/



D. Manuals

The Environment, Health and Safety Office keeps up-dating the following manuals:

1. Environment, Health and Safety Policy and Practice
2. Instructions to Faculty and Staff for Environment, Health and Safety Issues
3. Students with Special Educational Needs for Faculty and Staff
4. Floor Leaders Manual on Environment, Health and Safety at Work Issues
5. Emergency Evacuation Plan



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E. Environment, Health and Safety Committee and Sub-Committees

Under the Health and Safety at Work Law, safety committees have the function of keeping under review the measures taken to ensure the health and safety at work for employees and others.

The objective of the committee is to promote cooperation between employers and others in instigating, developing and carrying out measures to ensure Environment, Health and Safety at work.

For the Academic year 2013/14 the EH&S Committee consists:

- Dr Solomou Emilios, Executive Vice President for Administration
- Dr Nicolaou Stella, EH&S Supervisor
- Dr Antonaras Alexandros
- Dr Hadjigeorgiou Photos, Associate Dean of the Human Biology Department
- Dr Petronda Stella, Clinical Phsychologist at KESY
- Dr Stasinos Demetrios, Professor at Education Department and specialised for people with special educational needs
- Dr Valiantis Marios, Director of the Environmental Unit / Ecognosia
- Dr Kyriakides Ioannis, Assistant Professor of Electrical Computer Engineering
- Ms Ellina Liana, Head Receptionist and Head First Aider
- Ms Makrides Voula, Head of Facilities Department
- Ms Pelides Katia, Associate Lecturer of the Nursing Programme and ex-EH&S Officer
- Ms Stavrou Maria, EH&S Officer
- Ms Thrassou Myria, Head of Student Affairs Department

The four sub-committees that deal with specific issues and report to the EH&S Committee for 2013/14 consisted of:

Environment sub-committee:

- Dr Valiantis Marios
- Dr Antonaras Alexandros
- Dr Nicolaou Stella
- Ms Makrides Voula

Disabilities sub-committee:

- Dr Stasinos Demetrios
- Dr Petronda Stella
- Dr Nicolaou Stella
- Ms Ellina Liana
- Ms Pelides Katia
- Ms Stavrou Maria
- Ms Thrassou Myria
- Ms Perdicogianni Maria
- Ms Ioannou Skevi

Laboratory Safety sub-committee:

- Dr Hadjigeorgiou Photos
- Dr Kyriakides Ioannis
- Dr Demoliou Kaiti
- Mr Orphanides Nicolaos
- Mr Chad Schou
- Mr Georgiou Michalis
- Ms Korae Eva

Risk Assessment sub-committee:

- Dr Solomou Emilios
- Dr Nicolaou Stella
- Ms Makrides Voula

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EVENTS	MONTH	
UNISKO - Orientation	September	
Medical School – Orientation	September	
Anti-Smoking Campaign	October	
Students with Disabilities – Seminar	October	February
EH&S Sub-Committees Meetings	October	March
Food Safety - Seminar	October/November	
EH&S Committee Meeting	November	April
EH&S Coordinators Meeting	November	April
Insurance Liability Committee Meeting	June	December
Medical Scheme Insurance Committee Meeting	As needed	
Trainings - Floor Leaders	As needed	
Trainings - First Aiders	As needed	

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46 Makedonitissas Avenue
1700 Nicosia, Cyprus
Tel: 22 841 500
Fax: 22 357 481
http://www.unic.ac.cy

Environment, Health and Safety Office

University of Nicosia
Central Building
Ground Floor
Room B4

Dr Nicolaou Stella
EH&S Supervisor
E-mail: nicolaou.s@unic.ac.cy
Tel: 22841 737

Ms Stavrou Maria
EH&S Officer
E-mail: stavrou.ma@unic.ac.cy
Tel: 22 84 1779

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