



“We-Safety” is a newsletter aimed at providing PolyU staff and students with safety information and news about how the University is working to keep our community safe.

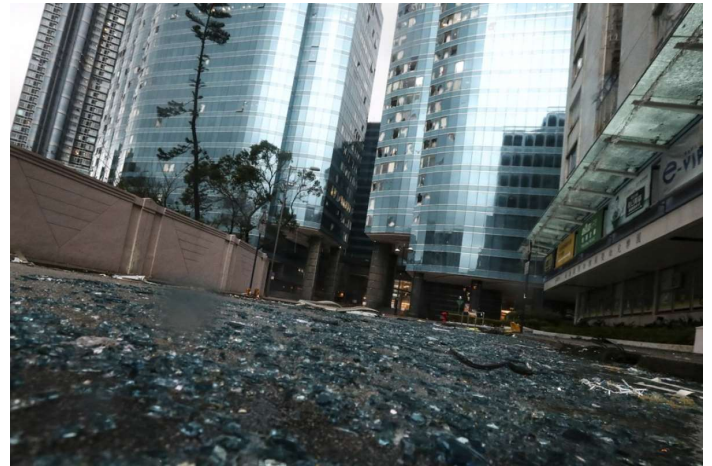
May **We** work together to achieve **Safety** on campus.

## Maintain Campus Safety in Times of Typhoons and Inclement Weather

Summer is the season of typhoons and rainstorms. Taking the past two years as example, Hong Kong Observatory issued tropical cyclone warning signals due to ten tropical cyclones from July to September. Mangkhut was the tropical cyclone affecting Hong Kong in September 2018, this Hurricane signal No. 10 was issued during the passage of Mangkhut and lasted for ten hours. Typhoons always come with strong winds and heavy rains that may bring hazards and damages to the place affecting the safety of people.



**Storm Damage by Typhoon Mangkhut in 2018**  
*Photo Source: Hong Kong Free Press*



**Building in Hunghom Damaged by Typhoon Mangkhut**  
*Photo Source: South China Morning Post*

The University is always taking a proactive approach in managing safety. To avoid the impact of typhoons and inclement weather on campus safety, Health, Safety and Environment Office (HSEO) works together with Campus Development Office (CDO) and Facilities Management Office (FMO) to provide necessary precautionary measures, get well-prepared before the arrival of typhoons and conduct adequate inspections at the outdoor areas on campus before and after the hoisting of tropical cyclone warning signals.

### Hazards that Typhoons may bring to the Campus

Strong winds and rainstorms of typhoons may bring hazards and damages to the outdoor areas and construction sites on campus:

- ❖ Blow down / blow up the outdoor devices, bulk / loose materials
- ❖ Blow down the temporary structures such as scaffolds
- ❖ Potential flooding in low-lying or prone areas
- ❖ Wet electrical equipment placed outdoors may cause electric shock; and more.....

### Pre- / Post Typhoon Inspections

To deal with the potentials hazards and minimize the possible damages during typhoons and inclement weather, CDO, FMO and HSEO work closely to monitor the contractors’ pre-typhoon arrangement. We alert the contractors for the conditions of typhoons and request of taking precautionary measures when Standby Signal No. 1 / No. 3 Strong Wind Signal is in force.

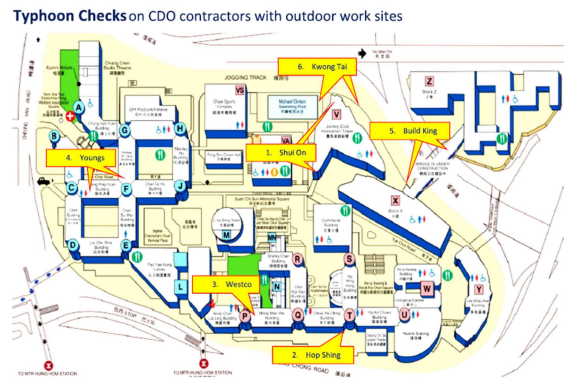
#### Pre-typhoon Inspections

On-site pre-typhoon inspections would be conducted before the No. 8 Gale or Storm Signal to be hoisted. HSEO staff members would walk through the outdoor works / construction sites and check if precautionary measures have been conducted properly by relevant contactors. An inspection checklist would be completed for record and necessary follow-up.

After the on-site inspections, HSEO would also contact the relevant contractors through WhatsApp or e-mail to conduct the site checks again. Contactors would be reminded to remove / secure scaffolds, loose or wind-catching objects, hoarding, metal, plastic and water barricades and to carry out protection for electricity supply, electrical appliances, cables, lifting appliances, heavy machines, etc. For the other outdoor areas, contractors would also be advised to provide sandbags, barriers and water extraction pumps at low-lying areas and flooding black spots and to clear the rubbish and leaves at water drains to prevent flooding. Contractors are required to reply their follow-up actions and precautionary measures taken to eliminate the potential risks when typhoon comes.



**Protection Carried Out at Works Site before Typhoon’s Arrival**



**Map Indicating Responsible Works Site Contractors for Typhoon Inspection**

Reported by: John Lai  
Date: 13-Sep-2018

#### Post Typhoon Inspections

After the lowering of No. 8 Gale or Storm Signal, HSEO conducts post typhoon inspection on campus while staff members resume duty. HSEO requests contractors to conduct checking on works site safety and reply relevant units on the unsafe conditions, such as damages, serious flooding, etc., with photo record.

For construction sites with scaffolds, contractors have to provide a completed “Form 5” (Construction Sites (Safety) Regulations - Form 5 - Scaffolds - Reports of Results of Fortnightly or Other Inspections), with signature and designation of person who made the inspection, or to provide the date for scaffold re-inspection to ensure the scaffold safety.



## Emergency Services in Inclement Weather

The University stands firm to ensure the campus safety and to protect the campus users and properties of the University. Campus Control Centre monitors the progress of approaching tropical cyclones and rainstorm warnings issued by the Hong Kong Observatory and provides round-the-clock service even during typhoons and inclement weather.

If campus users would like to report an accident, emergency issues or seek help in inclement weather, please call Campus Control Centre at 2766 7666 (24 hours) or 2766 7999 (emergency).

Hong Kong Observatory provides detailed precautionary measures when tropical cyclone warning signals are in force, visit <https://www.hko.gov.hk/en/informtc/precaution.htm> for more information.

## We – Listen

*We value your opinions and We always Listen.*

### Online Talk on Occupational Health

In response to the community's needs on occupational health information, HSEO invited Dr Andy Cheng, Associate Professor of Department of Rehabilitation Sciences (RS) to deliver an online talk on topic of "Ergonomics and Work-related Musculoskeletal Disorders" (人體功效和工作有關的肌肉骨骼疾病) on 24 June 2020. It provided a platform for the university community to obtain ergonomics knowledge and information at lunch break.

**Musculoskeletal disorders (MSDs)**

- MSDs are conditions that can affect your muscles, bones, and joints.
- MSDs are common. And your risk of developing them increases with age.
- Your risk of developing MSDs is affected by:
  - age
  - occupation
  - activity level
  - lifestyle
  - family history

Family Risk of Chronic Musculoskeletal Pain and the Importance of Physical Activity and Body Mass Index: Prospective Data from the HUNT Study, Norway

Registered User: Prof. Jørn Mørch, Andreas Mathiassen, Tom van Lunen (HUNT)

Department of Public Health and Health Promotion, Norwegian University of Science and Technology, Trondheim, Norway; 2 Labor Center for Human Factors, Norwegian University of Science and Technology, Trondheim, Norway; 3 Center for Occupational Health and Safety, Norwegian University of Science and Technology, Trondheim, Norway; 4 Center for Occupational Health and Safety, Norwegian University of Science and Technology, Trondheim, Norway

At the online talk, Dr Cheng introduced the causes of work-related musculoskeletal disorders and the ways of prevention. Participants shared their ergonomic concerns and sought Dr Cheng's advice on the use of display screen equipment.

HSEO will further deliver online talks / seminars on various health and safety topics. Stay tuned and keep in touch with us by following our Instagram (Instagram ID: polyuhseo) and checking HSEO website and emails.

## We – Update

### 12th Hong Kong Outstanding Occupational Safety & Health Employees Award Dr Andy Cheng of Department of Rehabilitation Sciences

Dr Andy Cheng of RS won a Bronze Award (Management – Organisation / Enterprise Category) in the 12th Hong Kong Outstanding Occupational Safety & Health Employees Award. This award is an annual event organized by Occupational Safety and Health Council, Labour Department, LegCo Members (Functional Constituency – Labour) and Employee representatives of The Labour Advisory Board. The Organizer praises Dr Cheng and awards him with the outstanding performance accolade regarding the promotion of health and safety in the University.



Dr Cheng was a member of Health and Safety Committee of the University from 1 July 2018 to 30 June 2020. Scoring this award indicated that Dr Cheng's contribution on occupational health and safety promotion, his advice on the University's health and safety policies and overseeing its implementation. Dr Cheng also promoted the use of safe practices and a general awareness of health issues for the University.

Dr Cheng is a well-known speaker on occupational health and safety and always be invited to speak at seminars for various organizations to raise the awareness of occupational health and safety. He also delivered an online talk on topic of "Ergonomics and Work-related Musculoskeletal Disorders" in June 2020 for the university members.

### Best Contractor Safety Award

HSEO monitors and reviews the safety performance of contactors which carry out works on campus. To recognize the contractors with outstanding safety performance, the Office grants "Best Contractor Safety Award" twice a year.

For the first half of 2020, Union Contractors Limited is awarded as "Best Contractor" with outstanding safety performance in three main areas:

- ❖ Provision of complete and effective fence-off for works sites
- ❖ Implementation and monitoring of fall protective measures effectively for those works at height
- ❖ Good planning and implementation of protective measures for the community, such as provision of temporary covered walkways and lighting, etc.



Mr H. S. Loo, Head, Health, Safety & Environment, presented a certificate of "Best Contractor Safety Award" to Union Contractors Limited on 9 July 2020 to praise its safety performance.

## We – Learn

In light of the current epidemic situation, we have to maintain good personnel and environmental hygiene, keep the social distancing, avoid large-scale face-to-face events / activities and stay home as far as possible.

When you stay home, you may still obtain various occupational safety and health knowledge via online seminars. OSHC is going to organize two online seminars this summer and let you know more about work and healthy lifestyle and housekeeping at workplace.



Date & Time	Topic	Enrolment
7 Aug 2020 (Fri) 7:00 – 8:30 p.m.	Work and Healthy Lifestyle for Sedentary and Professional Services Industry (in Cantonese)	<a href="https://bit.ly/3hCwBbw">https://bit.ly/3hCwBbw</a>
19 Aug 2020 (Wed) 2:30 – 5:30 p.m.	Housekeeping at Workplace Work Safety (in Cantonese)	<a href="https://bit.ly/2EhFecZ">https://bit.ly/2EhFecZ</a>

## We – People

### C. F. Wong, Department of Building and Real Estate (BRE)

Mr C. F. Wong (Fai), Departmental Health and Safety Officer (DHSO) of BRE, has joined the department for seven years. He serves the department as Assistant Technical Officer and he was appointed as DHSO in 2019.

#### A Competent DHSO

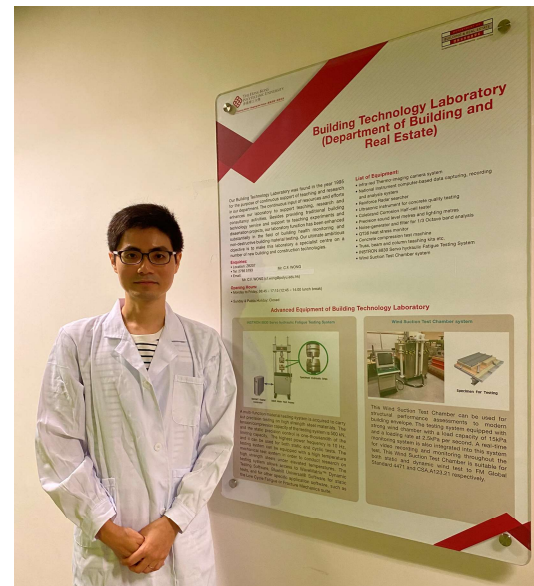
Fai is a competent DHSO. He always conducts inspection for laboratories, research offices, general office, printing rooms and other facilities of BRE in order to clear the items with potential safety risk before colleagues and students to use the said facilities. He also arranges safety training for workshop users of BRE. Fai is fully committed to support the department to provide healthy and safe workplaces and study areas for BRE colleagues and students respectively.

#### Quick Response to Covid-19

In addition to the regular inspections for the department, Fai also reacts very quickly to the ad-hoc health and safety issues for the department, such as the Covid-19 outbreak in the first quarter this year. “With the experience of Severe Acute Respiratory Syndrome (SARS) outbreak in 2003, it reminded us that all Hong Kong people have gone through the difficult times of epidemic before. Therefore we have to act proactively to prevent the pandemic virus’ attack,” Fai said.

With reports began surfacing in January of a mysterious respiratory disease in China, Fai began taking the following steps:

- ❖ liaised with Chairman of Departmental Health & Safety Committee (DHSEC) on the latest information of the virus and contingency plan (including arrangement of distribution of personal protective equipment, online communication with colleagues and students on latest epidemic information, special work arrangement for BRE colleagues, colleagues contact points, etc.) for pandemic virus
- ❖ prepared posters to alert colleagues and students on the critical hygiene aspects and personal / environmental hygiene awareness
- ❖ reviewed the current departmental stock of face mask and liaised with relevant suppliers on the quotation and supply of face masks and hand sanitizers



Fai monitored the latest situation of the epidemic from time to time and liaised with Chairman of DHSEC closely on the issue. “The department approved the face mask distribution and purchasing new stock of face mask in January 2020, when news of Covid-19 virus can be transmitted through respiratory droplets was reported,” Fai expressed.

In order to maintain social distancing and prevent face-to-face contact, Fai distributed face mask to colleagues via their pigeonholes. For students, Fai invented an automatic face mask distribution machine to help. “Packages of face mask are put into the machine. Students can scan their student ID cards at the machine once a week to obtain a package of seven face masks for each scan,” Fai introduced the operation of the machine. Students highly appreciated the face mask distribution arrangement.



***Distribute Face Mask to Staff Members via Pigeonholes***



***Automatic Face Mask Distribution Machine***

### **Good Communication with Chairman of DHSEC and safety personnel**

Fai has very good communication with the safety personnel of BRE, and DHSOs of various departments and HSEO, especially Dr JoonOh Seo, Chairman of DHSEC. In addition to regular DHSEC meeting, Fai closely liaises with Dr Seo via emails to share the health and safety issues of the department. “The senior management of our department and Dr Seo are very supportive on the health and safety issues relating to our colleagues and students. I’m not working alone, we’re working together on provision of safe workplace and study facilities for staff and students of department,” Fai smiled.

Fai also has good relationship with DHSOs of other departments and HSEO. In the past few months, he always exchanged the epidemic information with other DHSOs and obtained advice on precautionary measures from HSEO. “The DHSOs and HSEO helped a lot. It is glad that we can support each other at the difficult time,” Fai added.

Fai always works proactively and tries his best to implement relevant arrangement to eliminate the risk in department to protect the health and safety of colleagues and students. He expressed, “It is happy to see every BRE colleague and student work and study in a safe environment.”

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