

To meet these regulations, the University must ensure that exposure monitoring is carried out where applicable and any worker exposed to a substance that is hazardous to their health is offered health monitoring. Objectives for this procedure include, but are not limited to:

- Identify and implement specific health monitoring requirements for workers liable to be exposed to certain substances or elements that present a risk to their health and/or are working in potentially hazardous processes.
- Evaluate existing control measures and identify areas where improvements may be required.
- Collect, maintain and use results and information to assist in determining and evaluating hazards to health.
- Demonstrate compliance against regulatory standards.
- Ensure there are robust processes for monitoring employee exposure levels in relation to any job-related health hazard.
- Establish if current hazard identification and controls are effective i.e. whether harm is, or is not,

Information Storage and Privacy:

- Managers must ensure that results of Occupational exposure monitoring tests are presented to affected staff.
- The results are to be held with the OHS department for 40 years after the date on which the record is made, if the monitoring is undertaken in order to detect asbestos-related disease, or 30 years after the date on which the record is made, in any other case.
- The University must provide an exposure monitoring report when requested by WorkSafe New Zealand under Regulation 41 of the Health & Safety at Work (General Risk and Workplace Management) Regulations 2016.
- Personal information collected during the health monitoring process is managed according to the following:
 - Privacy Act 1993
 - Official Information Act 1982
 - Health Information Privacy Code 1994
 - Health & Safety at Work (General Risk and Workplace Management) Regulations 2016
 - Massey University Privacy Policy

Funding of monitoring costs:

Funding arrangements are as follows:

- The cost of routine environmental and medical health monitoring is to be factored into departmental/unit budgets as a part of their operations. Initial determinations of the need for environmental monitoring may be funded from the Health and Safety office or from regional budgets.
- Monitoring of workstation ergonomics for discomfort, pain and injury as well as vision with visual display use is common to all University activity and is funded centrally by the University.

Glossary of terms:

- Audiometry - measurement of the range and sensitivity of a person's sense of hearing.
- Radiation - the emission of energy as electromagnetic waves or as moving subatomic particles, especially high-energy particles which cause ionisation.
- Substances hazardous to health - a substance, or product containing a substance, that is known or suspected to cause harm to health. It includes:
 - a substance classified as having toxic or corrosive properties under the Hazardous Substances and New Organisms Act 1996 (HSNO)
 - a substance for which a prescribed exposure standard exists.