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20 February 2017

Prof. Khoo Boo Cheong  
Director  
Temasek Laboratories

Dear Prof. Khoo,

**NUS Safety & Health Awards (NUSSHA) 2017 - Notification of Category of Award**

1. On behalf of the NUSSHA Judging Committee, I am pleased to inform you that the **Temasek Laboratories** has been awarded the **Commitment Award**.
2. The award will be presented to you at the **NUS Safety & Health Award Ceremony 2017**. The ceremony will be held on **Thursday, 20 April 2017 (11.00am to 1pm)** at the **University Cultural Centre**. More details of the ceremony will be sent to you separately.
3. With regards to the prize monies, we are appreciative that NUS Senior Management continues to support the monetary reward for the NUSSHA scheme and has directed that it be used to promote continual improvement in departments. Therefore, prize monies will be allocated based on the following criteria:
  - a. Tier 1: First time participating departments or departments which have moved to the next award category<sup>1</sup>.
  - b. Tier 2: Departments that have maintained the same award status<sup>2</sup>.
4. We are also pleased to inform you that your department would also be receiving a prize money of **\$5,000**. This has been made possible by the generous support of NUS Senior Management. More information regarding the allocation and utilization of the prize money can be found at Appendix A.
5. We look forward to your continued participation in NUSSHA and your department's continued journey in building your safety and health management system. OSHE remains committed to partnering you in this journey and believe under your strong leadership your department will achieve new heights of safety and health excellence
6. Once again, heartiest congratulations!

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<sup>1,2</sup> In relation to the results departments had obtained from NUSSHA (previously known as ASHPA) award scheme from 2013 onwards

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Yours Sincerely,



Dr. Peck Thian Guan  
Director  
Office of Safety, Health & Environment  
On behalf of the NUSSHA Judging committee

NUSSHA Judging Committee Members:

1. Prof. Tan Eng Chye, Provost (Chairman)
2. Prof. Philip Liu, Vice President, Research & Technology (ODPRT), Institutional Laboratory Safety Committee (ILSC) Chairman
3. Prof. Barry Halliwell, Senior Advisor to NUS President, Institutional Biosafety Committee (IBC) Chairman
4. Ms. Aileen Tan, Vice President (Office of Human Resources)

cc:

Dr. Marco Debiasi, Safety & Health Committee Chairman, Temasek Laboratories

### NUSSHA PRIZE MONIES

The prize monies are disbursed according to the following criteria based on results from ASHPA 2013 onwards:

Tier	Eligibility Criteria	Award Category	No. of Full Time Staff		
			<50	50-200	>200
Tier I	1. Department which has <u>progressed</u> to next category of award or  2. First time participation in NUSSHA	Commitment	\$2,500	\$5,000	\$10,000
		Commendation	\$5,000	\$10,000	\$20,000
		Excellence	\$7,500	\$15,000	\$30,000
Tier II	Departments that have <u>maintained</u> the same award status.	Applies regardless of any award category achieved	\$1,000	\$3,000	\$5,000

For more information, please visit

<https://inetapps.nus.edu.sg/osh/portal/safetypromo/NUSSHA.html>

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## **GUIDELINES ON THE USE OF NUS SAFETY & HEALTH AWARD (NUSSHA) PRIZE MONEY**

1. There is no timeline imposed on departments in utilising the prize money as it is non-lapsable.
2. The amount will be credited to the department's account after NUS Safety & Health Award Ceremony in two installments over 2 years:
  - a. 50% by end May, 2017
  - b. 50% by end of May, 2018
3. Department should comply with Office of Financial Services (OFS) guidelines on expenditure of funds for departmental activities, e.g. staff welfare activities.
4. Departments have the flexibility to utilise the cash award on appropriate activities beneficial in the journey of continuous improvement to promote and sustain a safety and healthy workplace. These would include but not limited to:
  - a. talks, seminars, workshops, etc. on safety and health
  - b. staff gathering such as annual dinners, lunches, family day, games and sports, etc. to promote employees' satisfaction and health
  - c. initiatives that encourage employees' involvement and commitment to improve safety and health standards in the Department
  - d. giving recognition and rewards to excellent safety and health performers
  - e. activities that develop and promote a safety and health culture that is consistent with its values and achievement of departmental safety and health objectives
  - f. upgrading of workspaces and purchasing of new equipment for a safer and healthier workplace