

Local Induction for New Staff and Long-term Visitors

School of Mathematics and Statistics



Welcome to the [School of Mathematics and Statistics](#) at the University of South Australia. This document outlines information that is required for those who have recently, or are about to join the staff of the School or are students (postgraduate or undergraduate) who use the facilities of the School and/or the university in general within the School.

Upon first acquaintance with the School, you will see that it exists on two campuses of the University – Mawson Lakes and City West.

This document will encompass both campuses, and should be read in conjunction with the other induction documents that can be found on the website at <http://www.unisa.edu.au/maths/OHS/default.asp>.

Structure of the School of Mathematics and Statistics:

The School of Mathematics and Statistics comprises the following sections:

Teaching:

- 2 undergraduate degree programs: Bachelor of Mathematical Sciences (LBMA) and Bachelor of Quantitative Science (DBQF), as well as an Honours program (LHMS);
- 2 graduate degree programs: Master of Quantitative Finance (DMQF) and the PhD by research program LPIM.

Research:

CIAM (Centre for Industrial and Applied Mathematics). Today, [CIAM](#) is part of the [Institute for Sustainable Systems and Technologies](#), which can also be found at Mawson Lakes.

The Centre comprises a number of research centres/areas such as the following:

- [Advice Research Consulting Collaborative Statistics](#)
- [Applied Mathematics](#)
- [Applied Statistics](#)
- [Environmental Modelling](#)
- [Operations Research](#)
- [Scheduling and Control](#)
- [Singular Perturbations and System Analysis](#)



School website: <http://www.unisa.edu.au/maths/>

Occupational Health, Safety, Welfare and Injury Management

New member of staff or longer-term visitor

As a new member of staff or longer-term visitor, you have an obligation to be aware of your duty of care responsibilities regarding Occupational Health, Safety, Welfare and Injury Management.

These obligations include completing all components of the School's induction programme that can be found at <http://www.unisa.edu.au/math/OHS/default.asp>. Other components that will have to be done, involve completing certain [University online learning modules](#) that include:

- Health and Safety Induction
- Health and Safety Fundamentals
- UniSA Duty of Care – Employee
- Injury Management for Employees
- Manual Handling

Optional module is: Environmental Awareness

Relevant information regarding these modules can be found at UniSA's OHSW website at <http://www.unisa.edu.au/ohsw/training-courses.asp>



School website: <http://www.unisa.edu.au/math/>

**Location, layout and
facilities**

at

Mawson Lakes



School website: <http://www.unisa.edu.au/maths/>

Location and layout of the School at Mawson Lakes:

The School of Mathematics and Statistics at Mawson Lakes campus can be found at

Mawson Lakes Boulevard,
Mawson Lakes SA 5108
South Australia

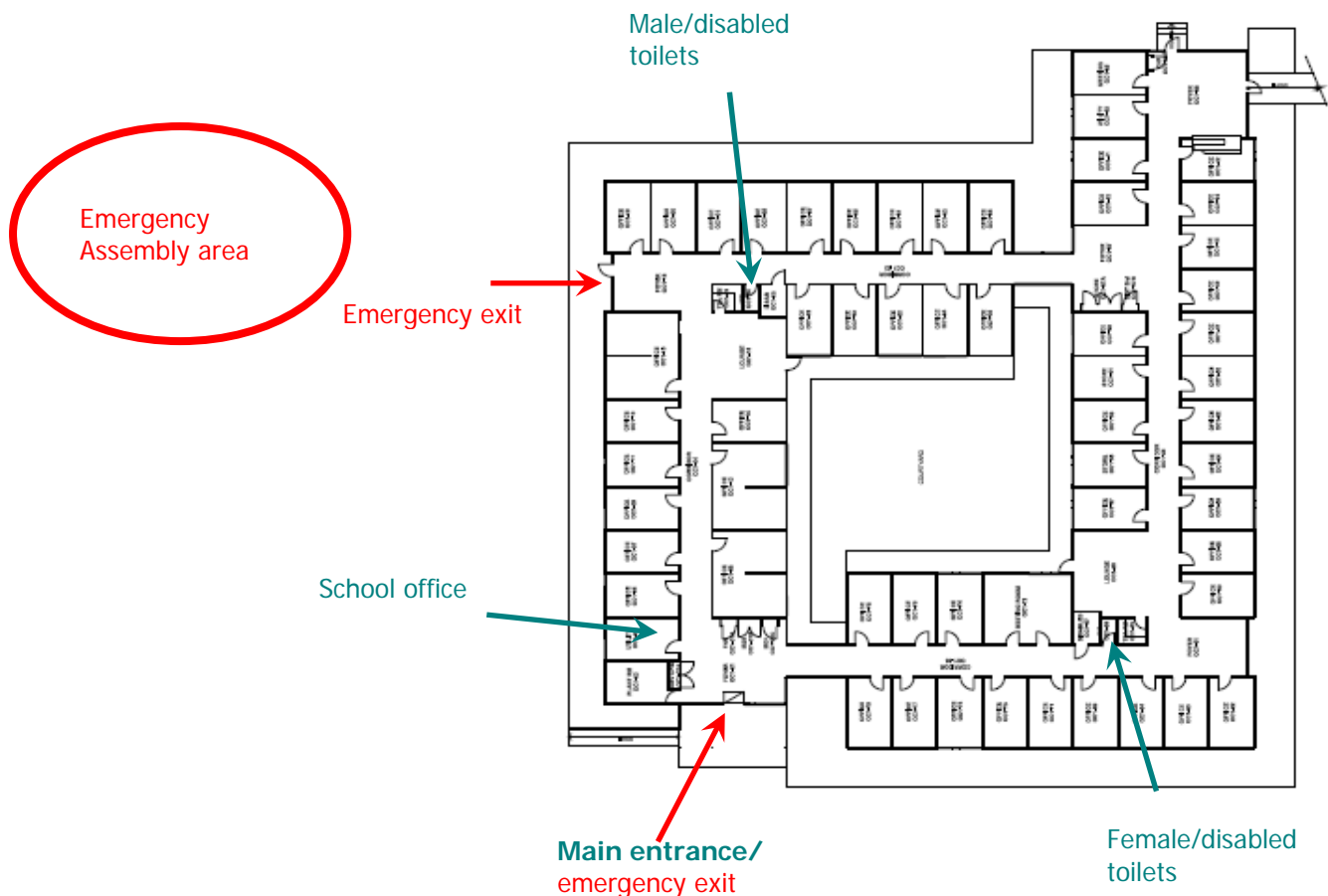
The maps below show locations within the School at both campuses.

Please take particular note of the locations shown on the map:

- School Office (OC1-05)
- Emergency exits and assembly areas
- Toilets (incl. disabled toilets)

Mawson Lakes Campus can be found at Mawson Lakes Boulevard, Mawson Lakes. The layout of the campus can be found [here](#). An access map of the campus can be found [here](#).

Layout: OC1 Building, Mawson Lakes:



Facilities – Mawson Lakes

IT Facilities

When you first arrive at the School of Mathematics and Statistics you will be set up in area designed for visitors that will give you access to a computer (with visitor access). You will have access to:

- University network
- School's central printer
- Photocopier:
 - The photocopier is located outside room OC1-19 (swipe card required)

Housekeeping

Kitchen:

- There are kitchen facilities available in rooms OC1-23 or 65. Both kitchens have fridges and microwaves and provide boiling water to make coffee/tea. OC1-23 also provides filtered water for drinking. There is also crockery, cutlery and glassware available.

Toilets:

- Male and female toilets are found at opposite corners of the building as per the diagram above. The designated male/female toilets for the disabled in the same corners of the building.

Administrative Assistance/Other

In the first instance the professional staff in the School office (Mawson Lakes room OC1-05 and City West Y3-76) should be approached should you required assistance.

This assistance may include:

- You will be allocated a room/working area and (provisionally) issued with a key to this area. Anja van Vliet (OC1-07, tel. 23083) will allocate the area where you will be working.
 - IT assistance is given by Richard Rawinski at both Mawson Lakes and City West. Richard can be found in OC1-09, tel. 23411).
 - If you need to access the building after hours, you will need to contact Security on telephone number 88888. It would be best to inform Security of your intentions beforehand to allow Security to get confirmation of your intentions from the School. If you intend to stay for a lengthy period, you will need an Access Card which can be obtained through Security. Forms are available from Security or Campus Central.
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**Location, layout and
facilities**

at

City West



School website: <http://www.unisa.edu.au/maths/>

Location and layout of the School at City West:

The School of Mathematics and Statistics at City West campus can be found at
North Terrace,
Adelaide SA 5000
South Australia

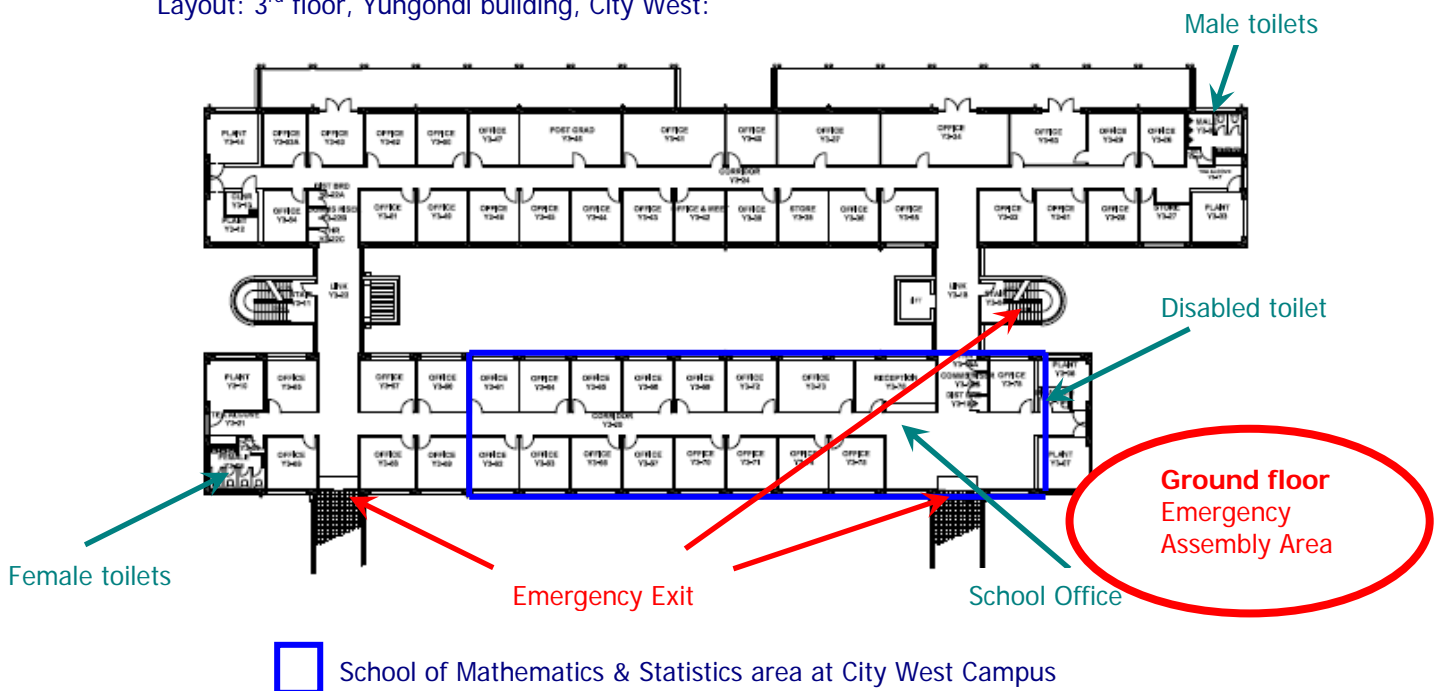
The map below shows the location within the School at City West campus.

Please take particular note of the locations shown on the map:

- School Office (Y3-76)
- Emergency exits and assembly areas
- Toilets (incl. disabled toilets)

City West Campus can be found at North Terrace, Adelaide. The layout of the campus can be found [here](#). An access map of the campus can be found [here](#).

Layout: 3rd floor, Yungondi building, City West:



Facilities – City West

IT Facilities

When you first arrive at the School of Mathematics and Statistics you will be set up in area designed for visitors that will give you access to a computer (with visitor access). You will have access to:

- University network
- School's central printer
- Photocopier:
 - The photocopier is located in room Y3-71 (entry code needed for use)

Housekeeping

Kitchen:

- There are kitchen facilities at either end of the floor, close to the toilet areas. These kitchens also have fridges and microwaves and provide filtered water. The School also has an area set aside in Y3-73 with a fridge, microwave and filtered water for drinking. There is also crockery, cutlery and glassware available.

Toilets:

- Male and female toilets are found at either ends of the floor as per the diagram above. The disabled toilet can be found in room Y3-79

Administrative Assistance/Other

In the first instance the professional staff in the School office in Y3-76 should be approached should you required assistance.

This assistance may include:

- You will be allocated a room/working area and (provisionally) issued with a key to this area. Hayley Timms (Y3-76) will allocate the area you will be working.
 - IT assistance (given by Richard Rawinski for both Mawson Lakes and City West). Richard can be found in OC1-09, tel. 23411).
 - If you need to access the building after hours, you will need to contact Security on telephone number 20000. It would be best to inform Security of your intentions beforehand to allow Security to get confirmation of your intentions from the School. If you intend to stay for a lengthy period, you will need an Access Card which can be obtained through Security. Forms are available from Security or Campus Central.
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