

HEALTH AND SAFETY POLICY (Advisory only)

The policy below has been adopted by a Rebus affiliated club and is included in our documentation for the benefit of any Club who may wish to use it as a guide for their own H&S Policy.

The Rebus Club of Mt.Hobson is committed to maintaining a safe and healthy “workplace” for all its members and any other person who is assisting the Club in the conduct of its affairs.

Through our effective commitment to legislation and in the interest of our members and/or visitors we will look to provide a safe and secure environment for our meetings and outings.

For the purposes of the Club “workplace” shall mean the Commerce Club premises or any other place where the club undertakes any of its affairs or activities.

To achieve this objective we will work to ensure all our members and visitors

1. Work together to take reasonable practical steps to ensure any significant risks or hazards at our workplaces are identified and minimised.
2. Are involved in identifying and controlling new and existing hazards and regularly monitor these.
3. Are kept informed about accident and emergency procedures.
4. Work with the Commerce Club and the various places where members and visitors attend Club Functions to identify and highlight Health and Safety issues.
5. Are aware of their responsibilities to themselves, their fellow members, visitors and the general public.
6. Utilise the systems in place to record all incidents and injuries.
7. Promote the provision of advice, information, education and training in relation to Health and Safety.

As the Club conducts its affairs at one main location and other locations from time to time the Club is obligated to ensure that the owners or occupiers of such premises have a satisfactory Health and Safety Program in place. The Commerce Club has an authorised Health and Safety Policy in force.

As the Club's main "workplace" is the premises of the Commerce Club of Auckland the main "workplace hazards" as far as our members and visitors are concerned have been identified and listed below.

CARPARK

Car movement is a natural hazard and care must be exercised to observe signage, to drive carefully and be aware of pedestrians.

ENTRY OF PREMISES

There are steps down to the main entry doors. There is a risk of tripping or missing a step. Use of the handrail provided is recommended.

DOORS

Doors are natural hazard. Care must be exercised in opening and closing and not allow the door to swing back and hit a following person.

LOUNGE (MEETING AREA)

Many obstacles (chairs, tables, screens, electrical cords) are in this area. Care must be exercised to avoid falling, overbalancing or tripping.

TOILET

Wet floor is slippery. Care must be taken.

MORNING TEA/COFFEE

Scalding and spillage are risks. Bumping into one another in the confined space also a risk. Care to be exercised.

First Aid

The Club now has a first aid kit at all meetings and any other venue to meet minor injuries which may occur.