

Occupational Health & Safety (OH&S) POLICY

Welshman's Reef Water Sports Club Inc. is committed to working with all stakeholders to ensure the health, safety and welfare of all employees/contractors members, users and the general public. We will provide a safe and acceptable healthy environment for all, protecting them from injury and ill health by complying with all relevant safety legislation, and consistent with the provisions of the Occupational Health and Safety Act in Victoria.

To achieve the above statement and its occupational health and safety objectives Welshman's Reef Water Sports Club Inc. commits to the following:

- Active involvement and commitment of members, employees/contractors and users of the club at all levels to follow all club rules and regulations;
- Strive to prevent accident and disease through the identification, removal and control of hazards;
- Investigation and reporting of all accidents and dangerous incidents;
- Participation of, and consultation with, members and employees/contractors on safety matters of significance;
- Promote safe respectful water recreation usage of the greater Lake Cain Curran with compliant operation of water craft; participants are expected to abide by the Marine Water Safety Act and regulations;
- Abide by road rules for safe road sharing in the park, walking pace and awareness of children and recreational activities;
- Provide an onsite Caretaker;
- Provision for caretaker and/or members to be trained in First Aid Procedures;
- Approved CFA Regulation fire prevention and protection measures;
- Provision of evacuation information and Emergency Management Plan provided for the safety of all employees/contractors, members, users and the general public;
- Work Place Health and Safety Induction for volunteers and contractors providing their services to the club;
- Endorse a complaints procedure encompassing a sexual harassment policy;
- Undertake regular and scheduled maintenance as required.

Responsibilities:

Occupational Health and Safety at Welshman's Reef Water Sports Club Inc. is a shared responsibility and all employees/contractors, members, users and the general publics need to cooperate to ensure its effectiveness.

Take reasonable care for the health and safety of others and co-operate with any health, safety or welfare requirement such as:

- Occupational Health and Safety Act 2004, www.legislation.vic.gov.au & www.worksafe.vic.gov.au
- Road Safety Act 1986, www.legislation.vic.gov.au & www.vicroads.vic.gov.au
- Electricity Safety Act 1998, www.legislation.vic.gov.au & www.esv.vic.gov.au
- Country Fire Authority Act 1958, www.legislation.vic.gov.au & www.cfa.vic.gov.au
- Country Fire Authority Caravan Park Fire Safety Guideline 2006, www.cfa.vic.gov.au
- Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2010 S.R. No. 49/2010 Version incorporating amendments as at 30 November 2012, www.legislation.vic.gov.au www.ocpc.vic.gov.au (tenancy act 2010)
- Marine Safety Act 2010 (Vic), www.legislation.vic.gov.au & www.transportsafety.vic.gov.au

In conjunction with:

- Club Rules and Regulations – a copy is available for perusal at the office and on our webpage www.welshmansreefWSC.com.au;
- Hazard Identification reporting and control – a copy is available for perusal at the office;
- Incident reporting – a copy is available for perusal at the office;
- Induction Procedure - All contractors and volunteers to participate in an OH&S site induction. A copy of this procedure is available for perusal at the office.
- Maintenance and schedule - carry out regular and scheduled maintenance as required by the CoM, Caretaker and contractors;
- First Aid training and Procedure - Up to date basic first Aid and CPR, Emergency services (000) stocked and in date First Aid Kit including, injury and treatment register. A copy is available for perusal at the office;
- Club Emergency Management Plan; kept plan up to date and available to all members and visitors to the club/park; made readily available at the office to all Members and visitors also available on our web page www.welshmansreefWSC.com.au;
- Club Evacuation Procedure - Posted in all communal buildings;
- Sexual Harassment Policy – a copy is available for perusal at the office.

This policy was last ratified by the Committee of Management on....

31st October, 2015