



HEALTH AND SAFETY POLICY

At the New Zealand Clay Target Association (NZCTA) we are committed to maintaining a Safe and Healthy environment for NZCTA Members, Volunteers, Contractors, Subcontractors and visitors to our grounds and any persons participating in our sport. We are focused on Health and Safety capability of our people, promoting behaviours that prevent harm and encourage individual responsibility for Health and Safety on Club grounds.

Every Individual Club will achieve this by:

- Meeting their obligations under the Health and Safety at Work Act 2015 and its regulations, codes of practice and any other relevant standards, guidelines or rules of NZCTA
- Maintaining an environment that is without risks to health and safety so far as reasonably practicable
- Ensure all plant and equipment is maintained and safe to use
- Providing information, training, instruction, or supervision that is necessary to protect all persons from risks to their health and safety arising from work carried out as part of the conduct of the business or undertaking
- Actively encouraging the accurate and timely reporting and recording of all injuries, illnesses or incidents and ensuring they are investigated fully to identifying the contributing factors so that appropriate corrective actions are taken
- Identifying and understanding hazards to the activities we undertake and by effectively assessing, controlling and managing those risks
- Encourage consultation and participation in all health and safety matters with NZCTA Members, Volunteers, Contractors, Subcontractors and visitors to their grounds and any persons participating in our sport.
- Ensure that all NZCTA Members, Volunteers, Contractors, Subcontractor and visitors to our grounds and any persons participating in our sport are actively managing health and safety for themselves
- Developing and implementing emergency and evacuation procedures
- Ensure all NZCTA Members and volunteers are provided with appropriate Personal Protective Equipment
- Regularly undertaking audits and inspections of the Club grounds

The Club Nominee is accountable to The Club President and Committee for the health and safety of workers under their direction.

Every NZCTA Member, Volunteer, Contractor, Subcontractor and visitors to our grounds and any persons participating in our sport are expected to share in the commitment to health and safety by:

- Taking reasonable care for his or her own health and safety
- Taking reasonable care that his or her acts or omissions do not adversely affect the health and safety of other person
- Complying, as far as the worker is reasonably able, with any reasonable instruction that is given by The Club to allow The Club to comply with the Act or regulations
- Properly using all safety equipment and clothing provided
- Reporting all incidents, injuries, illnesses or events to The Club Nominee
- Reporting any hazards or identified risks which cause actual or potential injury or damage

This policy applies to all for NZCTA Members, Volunteers, Contractors, Subcontractor and visitors to Club grounds and any person participating in our sport. The Club President, Committee or Club Nominee is accountable for ensuring this policy is implemented. The policy shall be reviewed annually and updated as required.

Signed by: _____ **Club President** _____ **Date:** _____