

New South Wales Clay Target Association Inc.

## **WORK HEALTH AND SAFETY POLICY**

### **GOAL:**

This association is committed to providing a healthy and safe workplace environment. Members of the association will take all practicable actions to identify, evaluate and control factors in the work place, which cause or have the potential to cause injury or ill health.

### **AIM:**

To provide, promote and maintain work health and safety (WHS) in the working environment.

### **RESPONSIBILITIES:**

#### **The Executive Committee Shall:**

- Promote and maintain WHS Regulations that cover the activities of members, employees, visitors and contractors in the working environment.
- Ensure budget allocation for the provision of equipment, services and facilities to maintain Work Health & Safety.

#### **The President Shall:**

- Implement strategies in accordance with statutory regulations aimed at continuously improving the health and safety of employees and the working environment.
- Ensure systems are in place to communicate to members, visitors and staff of their WHS responsibilities.
- Establish and maintain systems to monitor and evaluate New South Wales Clay Target Association WHS management
- Access resource material and updates and ensure each new directive is reported to the committee for quality improvement
- In collaboration with internal and/or external resources to provide education information, instruction and training that will enable all personnel to carry out their responsibilities and effectively participate in the Work Health and Safety Program.

#### **All Employees Shall:**

- Strive to work within the parameters of WHS guidelines to protect themselves, fellow workers, Members and all who enter New South Wales Clay Target Facilities.
- Use systems in place to report and monitor WHS in their working environment.
- Employee representatives will report outcomes of WHS management to employees.
- Employee representatives will ensure employee participation on matters with the potential to affect their WHS in the workplace.

#### **The Executive Committee Shall:**

- In consultation with employees, maintain and evaluate New South Wales Clay Target Associations health and safety program.
- Ensure this policy is followed along with adherence to all directives set out within New South Wales Clay Target Associations WHS program.
- Implement and report on outcomes of controls developed to ensure hazards potential and/or actual are managed effectively.

**All Members Shall:**

- Not put employees and/or visitors at risk of health and/or safety while exercising their right to participate in activities that may involve a degree of personal risk.

**All Contractors & Visitors Shall:**

- Be notified of, and will be required to comply with New South Wales Clay Target Associations WHS policy and procedures.
- Provide a risk assessment before they commence work on the premises.

**SIGNATURE:** \_\_\_\_\_ Date    /    /    \_\_\_\_\_  
Paul Watchorn Kathleen Dawe  
President Secretary  
New South Wales Clay Target Assoc