

BASKETBALL MANAWATŪ

HEALTH and SAFETY POLICY

PURPOSE OF THIS POLICY

Basketball Manawatū is committed to continuous improvement to achieve excellence in the management of health and safety in our workplace, and at our events.

For the purpose of the Policy:

- Officer includes Basketball Manawatū Board Members, General Manager and any person who exercises significant influence over the management of Basketball Manawatū.
- Workers includes Basketball Manawatū employees, Volunteer Workers (Basketball Manawatū volunteers acting in a voluntary coaching or management role).
- Other Persons includes workplace visitors; players and casual volunteers (participating in Basketball Manawatū training or competitions).

RATIONALE FOR THIS POLICY

Our most valuable resource is the people who work for us. As such, Basketball Manawatū is dedicated to providing a safe and healthy environment for employees, volunteers, spectators, visitors and contractors, as well as preserving Basketball Manawatū's assets and property.

Successful workplace health and safety requires engagement by all parties, including the ongoing identification and understanding of work-related risks, and maintaining an up to date awareness of health and safety requirements. This policy addresses the responsibilities of Basketball Manawatū, its Officers, Workers and Other Persons.

EMPLOYER RESPONSIBILITIES

- Identify and manage workplace hazards to prevent accidents and cases of work-related injuries and illnesses;
- Comply with health & safety legislative requirements, Regulations, Standards and Codes of Practice;
- Implement a system for accurate incident recording, investigation and reporting;
- Establish effective emergency response preparedness;
- In respect to Basketball Manawatū volunteers, take all practicable steps to ensure the health and safety of volunteers while he/she is undertaking a basketball activity for Basketball Manawatū, in particular by taking hazards into account when planning the activity;
- Ensure that volunteers have signed and returned the Code of Conduct Agreement;
- To review this policy annual, or as necessary

MANAGEMENT RESPONSIBILITIES

- Provide adequate control of health and safety risks arising from Basketball Manawatū activities;
- Provide safe equipment, adequate tools and training, and protective equipment where necessary;
- Identify training requirements and provide appropriate training to enable employees to carry out their work in a safe manner; or otherwise ensure adequate supervision where that is prudent;
- Assist any injured employee to achieve an early, but safe and durable return to work;

EMPLOYEE RESPONSIBILITIES

- Go about their work routine in a safe and healthy manner and ensure that their actions, or lack of action, does not harm anyone including themselves;
- Co-operate with the General Manager on health and safety matters;
- Not interfere with anything provided to safeguard their health and safety;
- Follow the rules of safety as established for their protection and the protection of others;
- Take responsible care of their own health and safety;
- Actively participate in health and safety training;
- Report all health and safety hazards, incidents and accidents and near misses to the GM;
- Actively participate in their own rehabilitation, in the event of an injury or illness.

Basketball Manawatū relies on teamwork in managing health and safety to maintain work environments that are as free from harm as possible.

POLICY REVIEW

Basketball Manawatū will monitor and review this policy on a two-yearly basis.

OTHER RELEVANT DOCUMENTS/USEFUL LINKS

Worksafe New Zealand

<http://www.business.govt.nz/worksafe/>

Health and Safety at Work Act 2015

<http://www.legislation.govt.nz>

Basketball Manawatū Health and Safety Procedures Manual (2021)