



# HEALTH & SAFETY POLICY



MAY 6, 2018

[www.otagocountrycricket.co.nz](http://www.otagocountrycricket.co.nz)



## **PURPOSE**

The purpose of this Policy is to create a safe and healthy environment for our players, staff, volunteers and visitors and do all we can to prevent accidents in our cricket environment.

This Policy documents the Otago Country Cricket Association's (OCCA) commitment to meeting its obligations under the Health and Safety at Work Act 2015 (HWSA).

## **OBJECTIVES**

We aim to:

- Promote excellence in health and safety management;
- Continually improve current health and safety performance;
- Provide a safe and healthy cricket environment;
- Identify and control or mitigate hazards and risks;
- Establish and maintain communication on health and safety;
- Identify needs and provide training on health and safety;
- Demonstrate a commitment to the accurate reporting and recording of health and safety matters.

We shall at all times ensure that:

- Hazard identification and control procedures are operating throughout the workplace to prevent personal injury.
- Consultation with employees regarding health and safety management is valued and occurs regularly.
- All equipment is maintained in a serviceable state and any defect or fault reported immediately.
- All employees will be provided with the necessary support for the safe and structured return to work after an injury.
- All staff are provided with necessary instructions and adequate training.
- Personal protective equipment is provided as required and its safe use understood and encouraged.
- All practicable steps and precautions are taken to ensure the safety of our players, staff, volunteers and other visitors.
- All operations in the workplace will comply with the applicable, relevant health and safety statutory requirements.
- A comprehensive and up-to-date plan for all emergencies is in place.

Our staff will:

- Contribute to the process of risk identification and, as required, assist in the analysis and control of hazards and risks;
- Ensure all known accidents or near misses involving other staff and/or visitors are reported to the OCCA H&S designated officer
- Not undertake any activity which is unsafe;
- Observe all safety rules (including warning signs) and risk controls.



## **NZC – UNDERSTANDING YOUR HEALTH & SAFETY RESPONSIBILITIES**

OCCA will utilise the training and material provided courtesy of NZC.

OCCA will take all care in managing H&S risks and will strongly encourage and support its member Clubs to do the same.

OCCA will undertake to use the following NZC provided tools;

1. Its H&S policy statement and ensure this is known to its players, staff, visitors
2. Assess risk using Risk Matrix
3. Complete risk registers for all key events and programmes
4. Assess and complete match day risks
5. Complete a domestic match plan
6. Complete a medical match plan
7. Fill in when required an incident report form
8. Fill in when required an incident investigation form.

POLICY ADOPTED BY OCCA 9 May 2018