



AASA Health, Safety and Environment Policy

For AASA sanctioned events

2023 Version 1.2

Appendix 2

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PURPOSE

The Australian Auto-Sport Alliance (AASA) is committed to the provision of a safe and healthy working environment for personnel, volunteers, contractors and participants in AASA sanctioned activities.

This policy recognises that the health and safety of all organisers and participants in activities conducted by the AASA is an organisational responsibility under the current Occupational Health and Safety Act(s), associated legislation and Codes of Practice.

AASA also recognises the potential impacts to the environment and the community with responsibility to adhere to applicable State and Commonwealth Government Acts and legislation.

SCOPE

This Health Safety and Environment (HSE) policy applies to all personnel, volunteers, contractors and participants of AASA workplaces and sanctioned activities.

POLICY

It is the policy of AASA to provide and maintain, so far as is practicable, a working environment that is safe and without risk to health or impacts to the environment by:

1. Providing and maintaining safe plant, equipment and systems of work.
2. Monitoring arrangements for the safe use, handling, storage and transport of plant and substances.
3. Maintaining a safe work environment with adequate facilities for persons.
4. Providing adequate information and training regarding identification of hazards & risks within the work environment.
5. Providing information, training and where necessary supervision for all persons to mitigate and control risks to work in a safe and healthy manner.
6. Assessing the adequacy of safety management plans from promoters and participants of AASA sanctioned events.
7. Assess the effectiveness of safe work practices to ensure minimised risk to the health and environment of persons associated with AASA activities.

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ROLES AND RESPONSIBILITIES

The AASA Management:

The AASA Management have ultimate responsibility for the implementation and review of this policy and may delegate Health Safety and Environment (HSE) management responsibilities to AASA personnel. These responsibilities are fulfilled by a commitment to:

1. Observe, implement and fulfill responsibilities under the Acts and Regulations which apply to OH&S and comply with relevant Australian State and Territory Codes of Practice and Australian Standards.
2. Ensure that the HSE management system is effectively implemented, and consistent with the organisational health, safety and environment management objectives.
3. Take a risk management and consultative approach to the development, implementation and monitoring of HSE systems.
4. Effective implementation of HSE Programs, including provision of information and relevant training to personnel and participants.
5. Development, measurement and ongoing review of HSE objectives and targets, aimed at continuous improvement and the prevention of injury or harm.

Personnel (employees and volunteers):

1. Have HSE responsibilities and a role to play in the provision and maintenance of a working environment which is safe and without risks to health.
2. Must take reasonable care of themselves and others at AASA.
3. Have a responsibility to comply with all HSE policies, procedures and directions agreed to by management.
4. Must not interfere with or misuse items or facilities provided in the interest of health, safety, environment and welfare of AASA personnel, contractors and participants.
5. Must report any incidents, actual or potential hazards to a member of AASA Management as soon as practicable.
6. Must attempt to mitigate or reduce risks of hazard or incident through effective HSE controls.

Promoters and participants:

1. Have HSE responsibilities and a role to play in the provision and maintenance of an environment which is safe and without risks to health or welfare of all persons.
2. Must adhere to any safety management plan or safety management procedures implemented by event management, promoters and AASA.

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3. Must report any incidents, actual or potential hazards to a member of an event management to record and report to AASA.
4. Must attempt to mitigate or reduce risks of hazard or incident through effective HSE controls.

AASA HSE REPRESENTATIVE AT EVENTS

The AASA appoints a Safety Officer at each event who works with the Clerk of Course and is jointly responsible for ensuring that the Event is run in accordance with the following requirements:

- State and Federal Legislation as it applies to the Event.
- The National Competition Rules of the AASA.
- Each relevant Track Licence as may be issued by the AASA or government and/or civil permissions for a non-circuit event.
- Conditions of the AASA Event Permit.
- The Event Supplementary Regulations.
- Further Supplementary Regulations as may be issued.
- Whilst the Clerk of Course has responsibility for all aspects of the event that relate to the competition, the Safety Officer deals with all non-competition matters. To this end, the Safety Officer shall be responsible for (where applicable).
- Grounds and facilities, other than the competition surface and related barriers/fences.
- On-site contractors, including but not limited to food stalls and merchandise stands.
- Paddock and garage areas (not Pit Lane).
- Service, Refuelling and Hot Work areas.
- Camping ground(s) and on-site accommodation.
- Temporary or permanent structures which are being used for the purpose of the event.

Safety Officer Responsibilities

There must be a Safety Officer at each event under the sanction of the AASA for the duration of the event. The organisers may choose to appoint one or more assistants to the Safety Officer who work with and report to the Safety Officer. Should the Safety Officer withdraw at any time (for example, to compete) the name of the Assistant Safety Officer must be nominated on the permit application and listed on the Event Permit.

The Safety Officer must:

- Hold a AASA Officials Licence.

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- Have no executive duties in connection with the organisation of the Event.
- Not be a competitor in the Event unless a replacement Safety Officer is appointed, and a clear handover of duties takes place prior to said competition.

Authority

The Safety Officer is authorised to deal with each issue of non-compliance within their jurisdiction as they may ascertain. To this effect, the Safety Officer is authorised to provide such directions as they see fit to each contractor, trader, competitor, official or other spectator/attendee in relation to compliance with non-competition related safety requirements.

The Safety Officer shall have the authority to direct Paddock and Spectator Marshals to take action on issues identified.

Reporting

Should the Safety Officer be required to deal with a competitor (for example, over a breach of safety rules in the paddock) they are required to notify the Clerk of Course in relation to each matter so raised.

Should the Safety Officer be required to deal with a contractor/supplier and where that interaction may affect the competition (for example, over a breach of safety rules that may affect fuel supply) they are required to immediately notify the Clerk of Course and Meeting Director/Promotor in relation to each matter so raised.

Should the Safety Officer become aware of a possible non-compliance related to a competition automobile, they shall approach the Chief Scrutineer.

Should the Safety Officer become aware of a non-compliance related to Ground/Facilities, they shall approach the Meeting Director/Promotor, or otherwise Facility Management, if present at the event.

Critical Safety Issue

The Safety Officer may determine that a matter of non-compliance is a Critical Safety Issue if the non-compliance poses a serious and imminent hazard to the health and/or safety of a person.

Having identified a Critical Safety Issue, the Safety Officer is authorised to personally:

- Cause an area to be evacuated
- Direct a contractor to cease operation
- Direct an on-site trader to cease operation/trading
- Approach any law enforcement or emergency services personnel attending the Event to request an action be taken.

Persons appointed as a Safety Officer should show these attributes:

- Ability to show leadership and delegate authority;
- Ability to make decisions under pressure;

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- A good understanding of the rules and regulations;
- Good communication skills, both written and verbal;
- Flexibility to meet demanding deadlines;
- Good planning and multitasking skills;
- Ability to work as part of a team;
- Excellent interpersonal skills; and
- High-level negotiation and conflict resolution skills.

AASA POLICY RELATING TO PREGNANCY

The Australian Auto-Sport Alliance Pty Ltd (AASA) issues the following as additional information to this policy for participants at AASA sanctioned events.

At all times:

- Any person, who is knowingly pregnant or known to be pregnant, may NOT enter AASA competitions whereby timing is used or a AASA Competition license is needed. Known pregnancy may render the individual uninsurable for an event.
- Any person, who is knowingly pregnant or known to be pregnant, may participate in events such as 'Show and Shine', 'Road Touring' (untimed) where participation and travel is in line with the associated area road and traffic management laws. Participants must follow the local laws at all times and be aware of provisions related to driving while pregnant in accordance with the state or territory driving license.
- Any persons known to be pregnant working under instruction of event management, such as volunteers and officials, are at all times to follow instruction and duties as defined by venue policy, event management and event safety plans.

REVIEW

The policy will be reviewed in light of legislation and organisational changes at AASA.

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