



AASA AFFILIATED CAR CLUB

Health, Safety and Environment Policy

Version 1



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 as well as Car Clubs who are affiliated with AASA and their events.

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

AASA and Affiliated Car Clubs also recognise 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 and Safety and Environment (HSE) policy applies to all personnel, volunteers, contractors and participants of AASA workplaces and sanctioned activities as well as Affiliated Car Clubs and their organised events.

POLICY

It is the policy of AASA and Affiliated Car Clubs 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 safe management plans from promoters and participants of Insured events
7. Assess the effectiveness of safe work practices to ensure minimised risk to the health and environment of persons associated with AASA and affiliated car club events.

ROLES AND RESPONSIBILITIES

The AASA Affiliated Car Club Association Committee

The AASA Affiliated Car Club Association Committee have ultimate responsibility for the implementation and review of this policy and may delegate Health, Safety and Environment (HSE) management responsibilities to Car Club Committee. 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.

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2. Ensure that the HSE management system is effectively implemented, and consistent with the organisational health, safety and environment management objectives.
3. Takes 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 (Committee, Committee Members 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 the Affiliated Car Club.
3. Have 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 and environment and welfare of affiliated Car Clubs personnel, contractors and participants.
5. Must report any incidents, actual or potential hazards to a member of Affiliated Car Clubs Committee as soon as practicable. Incident report form to be completed.
6. Must attempt to mitigate or reduce risks of hazards or incident through effective HSE controls.

AFFILIATED CAR CLUBS REPRESENTATIVE AT EVENTS

The Affiliated Car Club appoints a Safety Officer at each event who is responsible for ensuring that the Insured Event is run in accordance with the following requirements:

1. Grounds and facilities, other than the competition surface and related barriers/fences.
2. On-site contractors, including but not limited to food stalls and merchandise stands.
3. 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 Insured Event. The Car Club may choose to appoint one or more assistants to the Safety Officer who work with and report to the Safety Officer.

REVIEW

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



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I, *a representative or authorised signatory of this club*, have read and understood this document and agree to implement and follow this Health, Safety and Environment Policy.

Name

Position

Date

Signature
