

NYC H&S - 001 - Health & Safety Policy Statement

- Nelson Yacht Club Inc. is committed to ensuring, as far as reasonably practicable, the health and safety of its members, employees, contractors, volunteers, participants, guests, and members of the public who are directly or indirectly affected by its activities.
- The Club will ensure that there is an up-to-date Health & Safety Management Plan, based on a risk assessment process with a supporting system of safe operating procedures for both shore-based and on-the-water organised activities.
- Health & safety will take priority at all times during Club activities.
- Key roles are identified:
 - Commodore
 - Administration Committee
 - Club Safety Officers
 - Club Manager
 - Chief Instructor
 - Sailing School Instructors & Coaches
 - Race Officers
 - Control Room Operators
 - Approved Patrol Boat Skippers
- All accidents, incidents, near misses, and any necessary maintenance is to be reported to the Club Manager by email: manager@nelsonyachtclub.org.nz
- The Club Manager will report monthly to the Administration Committee on health and safety; raising any concerns, or new risks identified or to review any accident, incident or near miss that requires further attention.
- All members, employees, contractors, volunteers, participants and guests, are encouraged to contribute to the process of risk management in club events/activities, and policies, procedures and relevant documents will be made available on the club website: <http://www.nelsonyachtclub.org.nz/health-and-safety>
- Any members, employees, contractors, volunteers, participants and guests, who do not follow required health & safety procedures may be excluded from club events at the discretion of the Administration Committee, the Race Officer of the day or any Club Safety Officer.
- The Club Safety Officers will meet a minimum of twice per season.
- This policy will be reviewed annually at the start of the sailing season, after any major incident, or as required.

Signed by the Commodore on behalf on the Administration Committee

Dated