

WONTHAGGI WOODCRAFTERS INC.

Operational Health and Safety Procedure

This procedure has been created to establish OH&S rules to provide a minimum level of competency for all members operating or using the clubs tools and machinery.

Each member who wishes to use the club equipment will be assessed as to their level of competency.

The committee will prohibit either directly or through a nominated person [Group Leader, Instructor or the OH&S Officer] any member from using, or operating any machinery or equipment. This would occur if in the opinion of the committee or their nominated person, the member is not working safely or not acting in accordance with this procedure.

The ultimate responsibility for safety remains with individual members at all times in the use or awareness of Alcohol; Drugs; Medications; Medical Grounds; Personal Protective Equipment; Housekeeping; Safety Rules and Workshop Behaviour, either individually or combined.

If in the opinion of the committee or a nominated person, a member is affected by or under the influence of any of those listed above, the member **SHALL NOT** be permitted to operate any machinery or equipment in the workshop.

Specific equipment and other activity procedures will be developed over time to make any decision less subjective and more objective. However, until these are in place, this procedure will be used to maintain a minimum standard of Operational and Safety Procedures for the Wonthaggi Woodcrafters Club.

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This document will be reviewed and updated no later than July 2016.