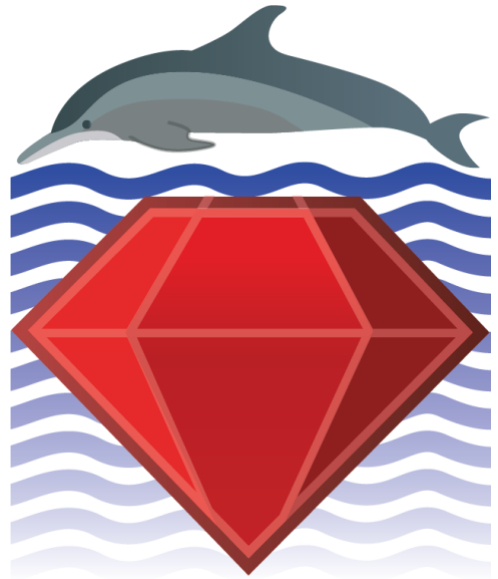


Redcliffe Gem Club



Our Policies & Values

Health & Safety

The Redcliffe Gem Club will protect the health and safety of all persons affected by our club activities in all of our work areas. Health and Safety excellence is a primary club objective and the responsibility of every club member. The club's policy is implemented through the following guiding principles

Commitment

Management at all levels of the club will be actively committed to the achievement of health and safety excellence in the conduct of our activity. Every officer/instructor shall demonstrate commitment to this goal and shall strive to provide adequate resources to achieve this goal by appointing, internal and/or external expertise when required.

Through communication with our members, it is our goal to ensure that the club's commitment to health and safety excellence is reflected in day to day activities. We are furthermore committed to provide systems for effective rehabilitation of injured members and equitable management of claims. Incorporation of consultation on all necessary levels is paramount in achieving this objective.

Organisation

We will maintain and enhance a club-wide culture that recognises and encourages the full and active participation of all members in the systematic management of health and safety issues. We will also enhance a culture that allows for the transfer of information and best practices across all levels of the club and affiliated A.L.A.C.C.A clubs.

Accountability

Achievement of health and safety excellence depends heavily on the continuing participation and accountability of all members. Responsibility for health and safety is a matter of club policy and is a matter of law with potentially severe consequences for failure to comply. Officers at all levels are responsible for ensuring that activities are conducted in accordance with this policy and that appropriate health and safety programmes, procedures and systems of work have been developed and implemented.

Management Systems and Standards

We will develop, implement and continuously improve effective health and safety management systems and develop standards that reflect best industry practices. We will extend our knowledge by conducting or supporting research when practicable on the health and safety effects of our products, work practices, processes, services and waste materials.

Risk Management

We will ensure that potential health and safety risks associated with all our activities are assessed as early as is practicable in order to minimise and manage adverse effects and to identify opportunities for improvement. The club will strive to eliminate or manage any foreseeable hazards which may endanger the health and safety of members or others affected by our lapidary and associated crafts.

Legislative Compliance

We will operate to standards that will comply with the requirements of appropriate national and international legislation and codes of practice and will strive beyond compliance and recognise these principles as a valued way of life. We will participate with governments and others in creating responsible laws, regulations and standards to help safeguard the workplace and the community.

Training

Training is an essential element of health and safety excellence. Health and safety Instructors and club officers will be qualified by reason of education or experience to discharge their responsibilities and will participate in a program of continuing professional development. In addition, the club is committed to provide training and development on health and safety matters that are appropriate to each member activities. The instructors of each of the work areas shall take steps to assure that appropriate training is conducted on a regular basis.

Continuous Improvement

The club believes that effective health and safety management is good business. The club is committed to continuous improvement of health and safety management practices. We believe that adherence to these principles will assist us in achieving our objectives of health and safety excellence. We will establish measurable objectives and targets to ensure continued improvement aimed at elimination of work-related injury and illness.

Monitor, Audit and Review

Effective management requires ongoing assessment and review to determine whether health and safety policy is being appropriately implemented.

Accordingly, an ongoing assessment, self-evaluation and audit program shall be implemented and maintained for activities throughout the club. The objective of this program is to provide club management with verification that activities are in compliance with laws, regulations, club policies and standards, and to facilitate the spread of best practices throughout the club's activities.