



Health and Safety Policy: Derbyshire Ornithological Society (DOS)

Statement of intent

The policy of the DOS is to provide and maintain a safe and healthy environment for all our volunteers and any other people who are directly affected by our activities, such as members of the public attending our Indoor Meetings, Field Trips, and other events.

Responsibility

Overall and final responsibility for health and safety at all events and activities organised by the DOS lies with the General Committee. This responsibility will be delegated to a named volunteer for each event or activity. This volunteer will be responsible for ensuring that this policy is carried out.

For our General Committee meetings, the responsible person is the DOS Chair.

For all other events the responsible person will be named in advance and their name will be noted on all relevant risk assessments. All volunteers involved will be made aware of who is responsible for health and safety.

General arrangements

The main activity of the DOS is to promote the study, conservation and recording of birds and their habitats in Derbyshire. Part of this is to arrange indoor meetings, field trips and other events for our members and members of the general public. A risk assessment will be carried out before every one-off event and for regular events reassessed annually. This will include assessing risk as it relates to all aspects of the event including venue, equipment, volunteers and attendees. Appropriate precautions will be taken to minimise hazards at all events and activities.

We will make sure all volunteers and attendees at indoor events and activities are aware of the location of fire exits. A briefing will be given by the leader before the start of Field Trips.

All volunteers and attendees will be made aware of the precautions they need to take as noted on the relevant risk assessment.

Should any H&S incident occur, a report will be made to the DOS Chair (see attachment).

Contact for H&S matters:

The DOS Chair

Insurance

The DOS will hold Public Liability Insurance.

Review

This policy will be reviewed annually by the Chair.

Signature (DOS Chair)..... Date.....

Signed copy available from the Chair