



# BIRDS NEW ZEALAND HEALTH AND SAFETY POLICY

## Health and Safety Policy Statement

The Health and Safety at Work Act 2015 (HSWA)<sup>1</sup> is the workplace health and safety law in New Zealand. This Act sets out the principles, duties and rights of people and organisations in relation to workplace health and safety. All organisations have a legal obligation for ensuring that activities they undertake meet their health and safety responsibilities. A guiding principle of HSWA is that workers and others need to be given the highest level of protection from workplace health and safety risks, as is reasonable.

Birds New Zealand is committed to ensuring that all observations, research and any other activities related to birding that are arranged and led by the society are safe, healthy and enjoyable.

Members, non-member volunteers, employees and contractors of the society and others who carry out activities in any capacity for Birds New Zealand must stay healthy and be safe. Relevant information will be provided to achieve this.

Everyone has a role in maintaining a healthy and safe environment through:

- Valuing and prioritising health and safety.
- Taking responsibility for keeping themselves and others healthy and safe.

## Policy

It is the Policy of Birds New Zealand that:

- Everyone who is engaged in birding activities has a responsibility to keep themselves and others healthy and safe. Health and safety matters shall take priority over all other considerations.
- Health and safety must be fully integrated into the design and management of birding activities, and arrangements for staying healthy and safe must be practical and straightforward.
- The society has a responsibility as far as it is reasonably practicable for maintaining the health and safety of its members, its employees and contractors when they are directly involved with activities that are arranged and led by the society.

This policy shall apply to the implementation of National or Regional projects that involve the collection of data and field observations that are arranged and led by Birds New Zealand members. It does not apply to the private projects of members.

To achieve this policy the society will ensure that:

- Awareness of health and safety matters is maximised.

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<sup>1</sup> Refer to the WorkSafe website for further information about the Health and Safety at Work Act 2015, <https://worksafe.govt.nz/laws-and-regulations/acts/hswa/>

- Healthy and safe working habits for members and others carrying out activities in any capacity for Birds New Zealand are valued and are a priority.
- Health and safety risks are identified, and minimised, or are eliminated.
- Information is provided to members that describes how to work in the field in a safe and healthy manner.
- A Health and Safety Programme is in place that supports members and others to be healthy and safe, that is:
  - Effective - ensures that people are healthy and safe when working;
  - Straightforward - is as uncomplicated as possible so that people are encouraged to use it;
  - Practical - is easy to implement so that it does not discourage people from carrying out observation, research and other birding activities;
  - Accessible - recognises and provides for the different capabilities of different people.
- Instances of accidents or ill health of members and others whilst carrying out activities in any capacity for Birds New Zealand are required to be reported promptly to the Regional Representative who in turn will advise the President without delay. Records of accidents will be recorded in the annual reports of Regional Representatives.

*November 2019*