

Health and Safety Policy

Introduction:

This policy has been adopted by ProGuides NZ to apply to the ProGuides organisation and for use by ProGuides members. Members may adapt the policy and documents to meet their individual requirements relating to both driving and walking guiding.

Click on the links below to download the required sections of the Health & Safety Plan

Contents:

1. [Health & Safety Policy of ProGuides NZ](#)
2. [Health & Safety Management Plan](#)
 - a. [Appendix 1: Safety Terms](#)
 - b. [Appendix 2: Legislation as August 2023](#)
3. [Safe Operating Procedures](#)
4. [Risk Assessment – Driving](#)
5. [Safe Operating Procedures & Risk Assessment – Walking](#)
6. [Guide competencies](#)
7. [Daily Checklist](#)

Proguides NZ H & S Objectives

Everyone returns Home, Healthy & Safe

(No Serious Injuries for operations through the year)

We Believe that:

- No business objective should take priority over health and safety
- We all have responsibility for health and safety
- All incidents are preventable

We are Committed to:

- Ensuring the health and safety of all our Guides, their clients and the public.
- Developing, maintaining and continually improving our health and safety management system
- Providing a healthy and safe work environment, safe equipment and proper materials
- Identifying hazards and unsafe behaviours, and taking all reasonably practicable steps to manage serious risks and prevent notifiable events
- Engaging and consulting with staff, contractors and suppliers to ensure they have the training, skills, knowledge and resources to maintain a healthy and safe workplace
- Supporting the safe and early return to work of injured employees
- Accurately reporting and learning from incidents
- Having emergency plans and procedures in place
- Complying with relevant legislation, regulations, codes of practice and industry standards.