

The Organisation for the Implementation of the Health and Safety Policy within
District 105EA.

The District Governor has the overall responsibility for the adoption and implementation of relevant Health and Safety standards within the District. He/ she should implement a safety management system to monitor and maintain the necessary safety provisions relevant to the District.

The District Safety officer/ Adviser.

The Multiple District and District Safety Officers/Advisers should assist their District Governors in the implementation of the Safety Management System. Provide or obtain competent health and safety advice to Clubs and other District Officers as required. Monitor performance of the District.

The District Insurance Adviser.

The Multiple District and District Insurance Advisers will advise both District officers and clubs on Insurance Matters.

District Specialist Officers.

The District Officers will implement the necessary health and safety standards in accordance with the Safety Management System which is relevant to their District.

Region and Zone Chairpersons.

The District Governor's will be assisted and supported in discharging their Health and Safety responsibilities, in the monitoring of Health and Safety performance within the Regions and Zones by Region and Zone Chairpersons (As directed by the District Governor).

Lions Clubs within the District 105 EA.

Each Lion's Club within the District is an autonomous unit and as such the President and Directors of the club are responsible for the health and safety standards as set out in The Multiple District 105 and The District 105EA Safety Policy. It is expected that each club will co-operate with the District Governor in adopting the elements of the District 105 EA Safety Management System. Lions Clubs that co-operate on a shared basis with other Lion's Clubs, also share the health and safety responsibilities. It is therefore imperative that these shared responsibilities are fully agreed and documented.

All Lions within the District

Every Lion has a duty to look after them self and others who may be affected by their actions. When carrying out their Lionistic activities they should co-operate with their fellow Lions to provide the necessary standards of health and safety. Any shortfalls or

defects in any equipment or systems should be brought to the attentions of the Club Safety Officer or the Club President for rectification as a matter of urgency.

Arrangements and Procedures.

All events, whether Fund Raising, Welfare or Social. Held at Club, Zone, Region and at District level will have a Risk assessment in place. A copy of each risk assessment will be held by the District Health and Safety Officer/Adviser a minimum of 3 week prior to the commencement of that event.

The Road to Safety.

The “Road to Safety”, documents the health and safety procedures that should be followed by All Lions at ALL Levels, in there conduct of Lionistic business. All Lions have access to this document through the Multiple District 105 Website www.lionsmd105.org

Insurance.

All Club Directors and Safety Officers/Advisers should be aware of the requirements for club activities to be covered by adequate insurance. Reference should be made to the Insurance Provisions made within the Multiple District Directory of Clubs. Multiple District, District and Club Safety Officers/Advisers are insured for professional Indemnity however, due care should be taken when providing safety advice.

Measuring and monitoring.

All clubs will be expected to complete and return a Health and Safety Questionnaire to the District Health and Safety Officer/Adviser and the District Secretary annually. Health and Safety will be separate item on the agenda of each Cabinet Meeting.

Activities involving Children, the Young and vulnerable People.

Special attention must be given to activities involving children, the young and vulnerable people. Care must be taken to ensure compliance with all relevant legislation. Additional guidance is provided in the “Road to Safety” Document.

Risk assessments for District Events

Suitable and sufficient Risk Assessments together with the appropriate control measures must be carried out and documented for the following activities, Multiple District and District Meetings, Multiple District and District Conventions and Multiple District and District Activities. The above assessments should be held, signed off and dated by a responsible person.