Health and Safety Policy

Statement

British Hydrological Society is committed to ensuring the health, safety, and welfare of all involved in our organisation and who take part in our activities and plans. We aim to provide a safe and healthy environment in all our activities and operations to protect everyone from harm. The Society has no direct employees nor fixed premises and relies entirely on volunteers, but is a designated Specialist Knowledge Society of the Institution of Civil Engineers which provides administration support and hosts regular committee meetings.

Objectives

- To comply with all relevant health and safety legislation.
- To ensure all equipment and activities are safe and do not pose a risk to health.
- To ensure there is sufficient and appropriate information, training, and supervision on health and safety matters.

British Hydrological Society Trustees responsibilities:

Through this policy and all associated policies and procedures the British Hydrological Society Trustees will:

- Ensure that health and safety is integral to the charity's strategy and activities.
- Implement this policy, monitor compliance, and provide necessary resources and training and take any appropriate action as a result of monitoring and following reports.
- Comply with the health and safety policy and report hazards or incidents promptly.
- Define appropriate measures to monitor the effectiveness of the health and safety policy, conduct risk assessments, and ensure adequate training and compliance are in place.

British Hydrological Society volunteers responsibilities:

All volunteers are required to adhere to this policy and associated procedures and fully cooperate with its effective implementation.

- ~~The Chairman and the manager hold responsibility for the health and safety of all volunteers, staff and visitors.~~
- ~~The Health and Safety Officer of [INSERT GROUP NAME] reports directly to the board of [INSERT GROUP NAME]. Their responsibilities are; ensuring the implementation of all health and safety procedures, investigating any reported hazards or concerns, taking appropriate action where necessary, seeking further advice where necessary, conducting risk assessments and regularly reporting the outcomes of safety checks to both the Chairman and Manager.~~

Volunteers are required to:

- Adhere to safety instructions and guidelines provided by British Hydrological Society.
- Act responsibly to protect their own individual health and safety, as well as that of others, including all who come into contact with the organisation by following all relevant safety rules and regulations.
- Ensure that the Health and Safety Policy is effectively implemented and that all legal obligations are met.
- Promptly report to the Society's designated safety officer any accidents or incidents that have caused or could potentially cause injury. and assist in any investigation
- Use equipment and wear protective clothing as in accordance with any instructions.
- Report any potential risks, hazards, or equipment failures to the appropriate person immediately.
- Inform the British Hydrological Society of any improvements that could enhance health and safety practices at British Hydrological Society.
- Act in accordance with any health and safety training received.

Risk Assessments

Risk assessments will be conducted to identify potential hazards in British Hydrological Society operations and activities, and define and implement adequate mitigation plans and actions.

Dissemination of Policy Statement: A copy of this policy will be made available to volunteers through the British Hydrological Society website.

Approval and Adoption

This Health and Safety policy was formally approved by British Hydrological Society Trustees on INSERT DATE. This Policy was adopted by British Hydrological Society on INSERT DATE.

Signature of President:

Signature_____

Name_____

Date_____

Date first published: Insert
Date last reviewed: Insert
Next review date: Insert

Change record

Date of change	Change by	Reason for change