

SAFETY RULES: LINDLEY LIBERAL CLUB.

The following are general safety rules and must be observed by all employees and others at work on club premises.

They must also be followed (as appropriate) by all members, visitors and contractors whilst present on club premises.

1. All equipment is to be operated in a safe manner.
2. All fire doors must be kept closed.
3. Work areas are to be kept tidy, gangways clear and fire exits unobstructed.
4. Safety and first aid equipment must not be abused.
5. Materials are to be stored in a safe manner. Paper storage and waste paper must be kept in a manner which prevents a fire hazard being created.
6. " No smoking " regulations must be maintained in all areas so designated.
7. All cabling must be protected and positioned in a safe manner.
8. Equipment/hand tools etc. are not to be used when known to be unserviceable.
9. Equipment is only to be operated by those trained or those under supervision whilst receiving training.
10. Protective clothing and equipment are to be used when the work task demands it.
11. Where the use of portable electrical appliances is necessary they must be switched off when unattended.
12. Strict safety precautions must be followed when handling flammable or toxic chemicals.
13. Movement of furniture or equipment must not be undertaken by any employee without authority of relevant manager (Steward/ess or committee)
- 14. ALL ACCIDENTS, NEAR MISSES, HAZARDS MUST BE REPORTED.**

The above list is not exhaustive and maybe extended from time to time.

Ann Beaumont
Secretary on Behalf of the Committee