

OTAGO YACHT CLUB
RISK MANAGEMENT PLAN 2022

Activity	SOCIAL EVENTS IN CLUBHOUSE AND BARBEQUE AREA	
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Hazard or Causal Factor	Risk	Management Plan
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People		
Untrained personnel preparing food in the kitchen, barbeque areas	Unsafe food handling, rodent infestation	Personnel involved in food preparation should complete the SCANZ Food Safety Course.
Volunteers in kitchen, barbeque areas	Cuts, burns and other injuries	Sharp or hot items identified or safely stored. First aid kit prominently placed. Trained first aid officers among club personnel.
Unskilled personnel using barbeque	Burns, gas leakage	Written operating instructions placed near the barbeque.

Equipment		
Faulty kitchen, barbeque, lounge or bar equipment	Injury – cuts, burns, electrocution	Faulty equipment not to be used; reported to the Caretaker/Manager for disposal or repair. Regular checks and maintenance as required by regulations and by Club's insurer.

Environment		
Wet floor in kitchen	Injury	Wet floor hazard notices placed in plain sight
Fire in Club House	Injury, damage	Fire drills for regular users. Evacuation, assembly point in public car park adjacent