

Lions Clubs International MD105D
District Health & Safety Questionnaire 2009/10

Name of Club

Date

Region

Zone

Background information – As outlined last year it is now a requirement of the Health & Safety Executive that each District in MD has a Safety management System in place to promote & monitor safety performance of Clubs & Officers within the District. This enables the District Governor and in turn the Council of Governors to ensure that the correct levels of health & safety are factored into all Lionistic activities.

Lions Clubs are seen as autonomous units and as such Presidents & the Club Board of Directors are responsible for the health & safety standards and the duty of care provided for its members and others who may be affected by the Club's activities.

In order that I can continue to implement this safety management system I once again need to ask you to complete a questionnaire about Health & Safety and return it to me as soon as possible. Please try and get all completed questionnaires back to me by the 15th December at the latest.

1. As the President & Board of Directors we are able to discharge the Health & Safety responsibilities on behalf of the club **Yes/No**

2. The Club has a written Health & Safety policy **Yes/No**

3. The Club has appointed a Health & Safety Officer **Yes/No**

Please give contact details of your H&S Officer

4. Health & Safety Risk Assessments are carried out for all Club activities **Yes/No**

5. Written records of Risk Assessments are kept **Yes/No**

6. Any plant and/or equipment owned, or used by the Club, is regularly maintained and in safe working order **Yes/No**

7. All substances attracting the COSHH Regulations are assessed and the assessment recorded prior to use **Yes/No**

8. Information & training is given to all involved in activities, where the general public are involved **Yes/No**

9. The club is able to access further advice if needed either from the MD website or the District Health & Safety Officer

Thank you for completing this questionnaire, it is now going to become an annual event as we must keep our records up to date.

Please can **all** clubs respond by return, last year the District Secretary spent a lot of time chasing up questionnaires (It took some clubs up to 8 phone calls and/or e-mails to get a response). We are hoping to get 100% response from all clubs, don't worry if you answer No to some questions we want to know the accurate position of all clubs.

Can clubs also let me know what products COSHH leaflets are required for and I will try and produce a set of them for reference on the District Website

Yours in Lionism

Lion Peter Burnett – District Health & Safety Officer hands@lions105d.org.uk