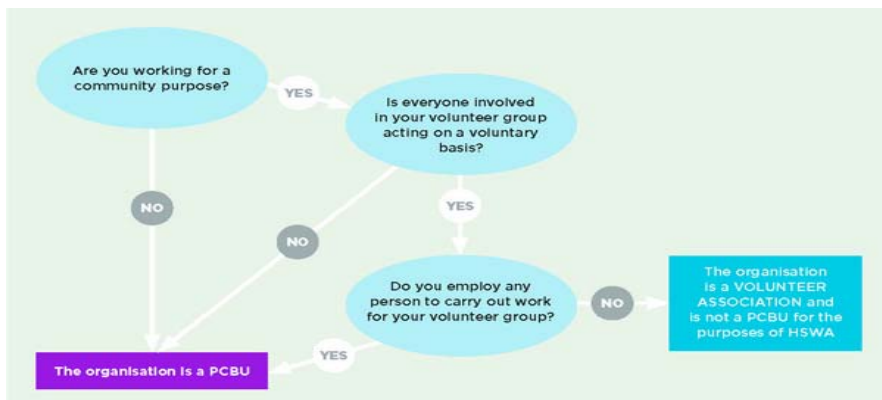


4.



Some steps you can take include:

- only doing tasks that have been assigned to you
- only doing tasks that you have been trained to do or are familiar with
- not doing tasks that you think are unsafe
- reporting new hazards and risks to the PCBU
- being familiar with the PCBU's health and safety policies and rules
- providing feedback on health and safety issues
- using any personal protection equipment that is provided, storing & maintaining as instructed
- participating in health monitoring programmes.

Can you be prosecuted?

You could be prosecuted if you fail to meet a duty as a volunteer or volunteer worker.



Summit Manager Name _____

Telephone/Email _____

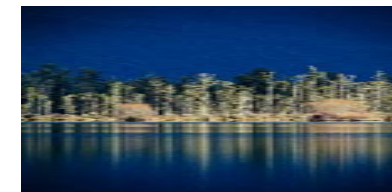
All information in this newsletter is to the best of our knowledge true and accurate. No liability is assumed by the author, or publisher, for any losses suffered by any person relying directly or indirectly upon this newsletter. Please call Head Office for advice.

Rev 6/7-8 When the Lamb opened the fourth seal, I heard the voice of the fourth living creature say, 'Come! **8** looked, and there before me was a pale horse! Its rider was named Death, and Hades was following close behind him. They were given power over a fourth of the earth to kill by sword, famine and plague, and by the wild beasts of the earth.'

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Summit Systems
Summer 2022



INFORMATION FOR OFFICERS WHO ARE VOLUNTEERS

The primary piece of legislation governing health and safety practices in New Zealand is the Health and Safety at Work Act 2015 (HSWA). The legislation places a personal due diligence duty on officers of a PCBU, to ensure the organisation complies with its health and safety duties and obligations.

WHAT IS A PCBU?

A PCBU is a 'person conducting a business or undertaking'. A PCBU may be an individual person or an organisation. A 'business' is generally a profit making entity, whereas an 'undertaking' may not be commercial in nature. It does not include workers or officers of PCBUs, volunteer associations with no employees, or home occupiers that employ or engage a tradesperson to carry out residential work.

HSWA places duties on all PCBUs.

A PCBU must ensure, so far as is reasonably practicable, the health and safety of: #workers who work for the PCBU, while the workers are at work in the business or undertaking. # workers whose work activities are influenced or directed by the PCBU while the workers are carrying out the work. A PCBU must also ensure, so far as is reasonably practicable, that the health and safety of other people is not put at risk from work carried out as part of the business or undertaking.

WHO IS AN OFFICER OF A PCBU? See sections 30, 36 & 44.

An officer is a person who occupies a specified position or who occupies a position that allows them to exercise significant influence over the management of the business or undertaking. Organisations can have more than one officer.

Officers are:

- company directors (even if they do not have 'director' in the title)
- any partner in a partnership (other than a limited partnership)
- any general partner in a limited partnership
- any person who holds a position comparable to a director in a body corporate or an unincorporated body
- any person who occupies a position that allows them to exercise significant influence over the management of the business or undertaking (eg the Chief Executive)

2.

Who is a volunteer officer of a PCBU?

Officers who perform their duties on a voluntary basis (ie they do not receive payment or reward) are volunteer officers. **Note:** volunteers can be reimbursed for out of pocket expenses.

What is the duty of volunteer officers?

Volunteer officers have a due diligence duty to ensure the PCBU complies with its duties and obligations.

What is due diligence?

An officer of a PCBU must exercise due diligence to ensure that the PCBU complies with its health and safety duties.

This means they must exercise the care, diligence and skill a reasonable officer would take in the same circumstances, taking into account the nature of the business or undertaking, the officer's position and the nature of the responsibilities they undertake.



WHAT IS THE LIABILITY OF VOLUNTEER OFFICERS? Leaders

While officers who are volunteers have a due diligence duty to ensure the PCBU complies with its duties and obligations, they do not commit an offence if they fail to meet it. This immunity ensures that voluntary participation at a leadership level is not discouraged.

However, volunteer officers may be prosecuted as 'other persons' at the workplace if they fail to take reasonable care of their own, or another person's health and safety while at the workplace, or fail to comply with reasonable instructions about health and safety given by the PCBU.

NOTE ABOUT VOLUNTEER ASSOCIATIONS

A volunteer association is a group of volunteers working together for a community purpose who do not employ any person. Purposes could include the promotion of art, culture, science, religion, education, medicine, or to support a charity, sport or recreation activity.

Volunteer associations do not have health and safety duties under HSWA, as they are not PCBUs.

FURTHER INFORMATION

For information about volunteers, see the fact sheet *Information for volunteers*

3.

Are you a volunteer? Person / Member

You are a volunteer if you do work that you don't receive payment or reward for. You may be reimbursed for out-of-pocket expenses, for example, you may be reimbursed for your petrol expenses if your volunteer work requires you to drive.

Are you a volunteer worker for a PCBU?

Some volunteers are classified as volunteer workers and are treated as 'workers' under HSWA (except for worker engagement, participation and representation purposes).

You are a volunteer worker if:

you are doing work for a PCBU that has knowledge you are doing the work or has given consent for you to do the work

you work for the PCBU on an ongoing and regular basis

the work is an integral part of the business or undertaking

the work is not:

participating in fund raising

assisting with sports or recreation for an educational institute sports club or

recreation club

assisting with activities for an educational institute outside its premises or

providing care for another person in the volunteers home.

What is required of the PCBU you volunteer for?

A PCBU must ensure, so far as is reasonably practicable, ensure the health and safety of:

workers who work for the PCBU, while the workers are at work in the business or undertaking

workers whose activities in carrying out work are influenced or directed by the PCBU, while the workers are carrying out the work.

A PCBU must also ensure, so far as is reasonably practicable, that the health and safety of other people is not put at risk from work carried out as part of the business or undertaking. This duty is owed to volunteers who are not volunteer workers.

A PCBU must ensure, so far as is reasonably practicable, that volunteer workers have:

A work environment that is free from risks to health and safety. This can include risks of physical harm such as injuries and ill health and risks to your psychological health.

Safe equipment, structures and systems of work.

Safe use, handling, and storage of plant, substances and structures.

Adequate and accessible welfare facilities such as toilets, drinking water, washing and eating facilities.

The necessary information, training, instruction, or supervision to do the work safely. For example it may be necessary for you to receive an induction, personal protective equipment, emergency plans, support dealing with clients who may have challenging behaviours.

The monitoring of worker health (where relevant) and the exposures at the workplace, for the purpose of assessing the effectiveness of controls.

What are your responsibilities?

If you're a volunteer you must take reasonable care of your own safety and take care not to do anything which could harm another person. You should follow all reasonable safety instructions given to you by the PCBU, so that they can comply with their obligations under HSWA and its regulations (these are the duties of other persons at workplaces).

If you're a volunteer worker, you have the same health and safety duties as paid workers. In addition to the duties above you must also cooperate with any reasonable health and safety policy or procedure of the PCBU, as long as this has been notified to you.

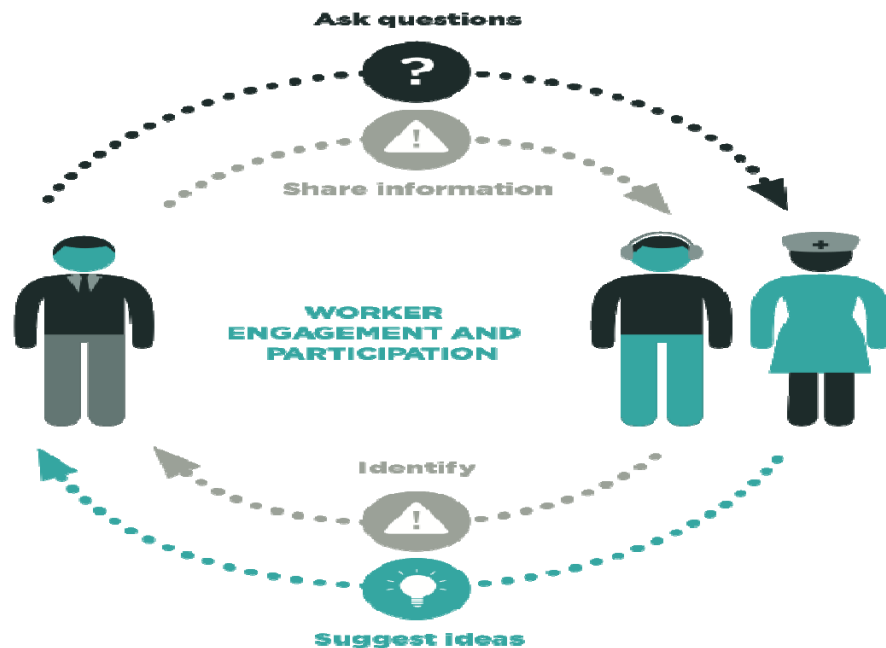
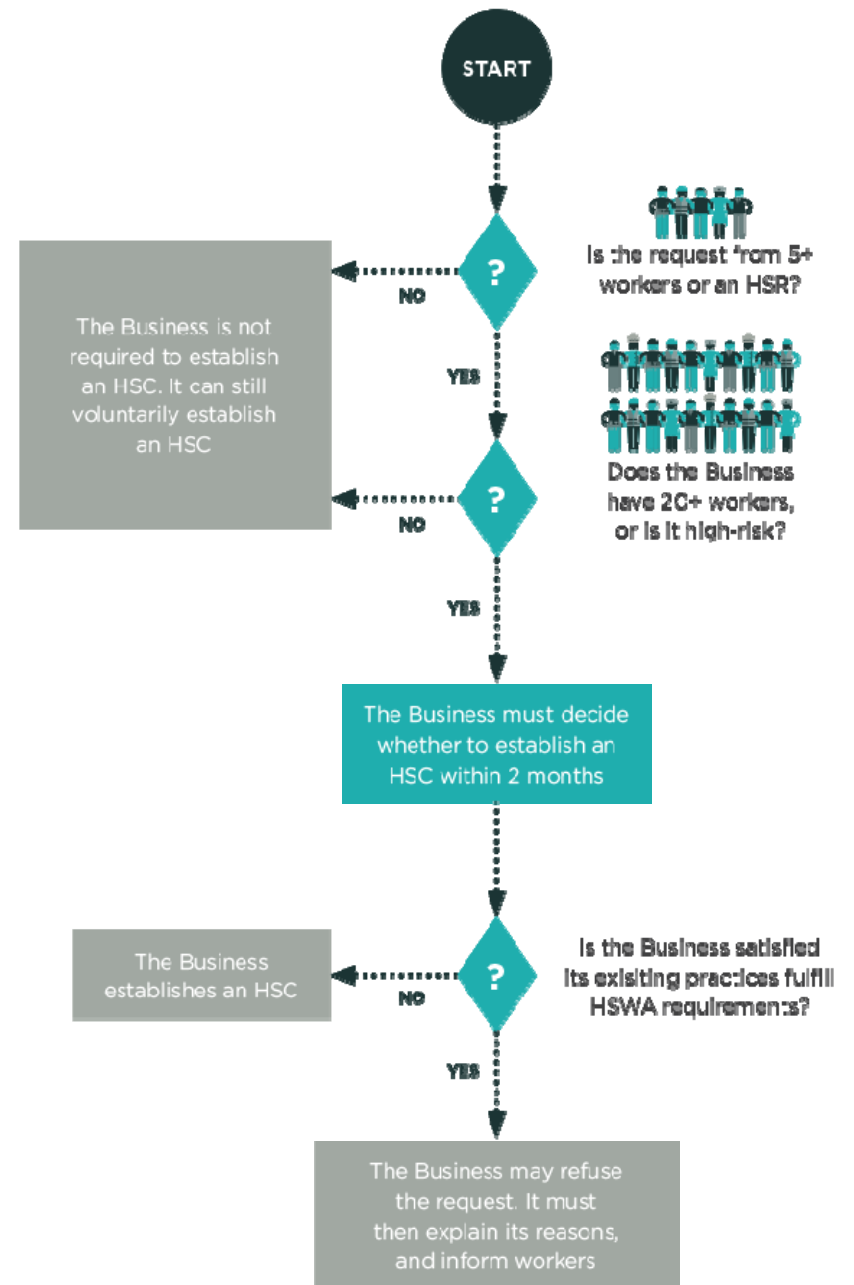
Reasonable care means that you should do what a reasonable person would do in the same circumstances. This is for you to determine, however the following considerations may be helpful:

the skills and knowledge you have

what the risks and outcomes are

the resources you have available.

continued



Establishment of HSC - Health Safety Committee

<https://www.facebook.com/volunteercentral.nz/>

<https://donorbox.org/nonprofit-blog/how-to-attract-the-best-volunteers-and-keep-them#opportunity>

CHRISTIAN COMMUNITIES HANDBOOK

- This will have a section on doctrine for faith and service.
- It will also have a section on roles for your future career.
- It will also have a section on ownership of property and what applies.
- It will have a section on what is to happen to NZ govt benefits.
- It will have a section on what happens when you go to the city
- It will have a section on how to make a petition or objection / suggestion
- It will have a section on draft advertisement for going on SEEK website
- It will have a section on overseas travel and the conditions to apply
- It will have a section on wills and testaments and burial customs
- It will have a section on courtship and marriage and control of children
- It will have a section on worship day and what is to be expected
- It will have a section on going to school and advanced learning
- It may have a section on other volunteer support agencies NZ

THE 12 TRIBES are communities and total 36 globally with 24 in USA.
The Amish peoples number perhaps 400,000 in USA and Canada.

