



### Safety Rules for Participation in Routine Work Parties

1. All branches undertaking work must have a suitably experienced person to supervise the work party as the IWAI Officer in Charge\*.
2. A Health and Safety Officer\* shall be appointed for each work party to ensure, as far as reasonable practicable, the safety of all volunteers taking part and that any work can be undertaken in a safe manner with due care for anyone who may be affected by the activities. Where the health and safety officer cannot be present, the IWAI Officer in Charge shall appoint a suitable person to undertake these duties on their behalf.
3. All volunteers participating in work party activities must be members in good standing of the IWAI
4. A record of volunteers participating must be kept with the date, time, venue, and a record of the type of activities under taken on that date. A list of any other person who visits must be recorded. All visitors to the site must be accompanied at all times by an IWAI member.
5. Use of power tools is not permitted, as they are not covered by the IWAI General Insurance Policy.
6. A list of all equipment used during the work activity must also be recorded. Volunteers using their own equipment/tools do so at their own risk.
7. By signing a copy of these rules the volunteer agrees to be bound by the rules as set down by the IWAI. These rules are designed for the safety of volunteers and their volunteer colleagues and the safety of any other party.
8. Work parties are to be undertaken as far as possible away from areas where the general public have access or suitable measures should to be taken where possible to prevent public access to the work area and to ensure public safety at all times.
9. First Aid equipment and a person with suitable first aid qualifications should be available.
10. Volunteers participating in work parties must comply with all instructions from the IWAI officer in charge, and wear all appropriate PPE and safety equipment.
11. If work parties are divided up the IWAI officer in charge will designate an experienced volunteer to take charge of each group who will be responsible to the IWAI officer in charge.
12. When working on or near water all volunteers taking part in IWAI work parties must wear Personal Flotation Devices.
13. When working in a lock chamber or other such structures the safety officer must ensure that adequate means of evacuation are in place before any work starts and that another volunteer is designated to ensure that the means of evacuation are maintained at all times.
14. No volunteer will be allowed to work in a lock chamber which is either filling or draining
15. No volunteer is to interfere with any safety equipment

\*NB The IWAI Officer in Charge and Health and Safety Officer can be the same person

I -----(Print Name) a member of IWAI -----

Branch undertake to abide by the above work party rules

Signed:

Dated: