



EMERGENCY MANAGEMENT POLICY

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Person responsible for review:	General Manager

Emergency Management Policy

Policy

Frankston & District Netball Association Inc (FDNA) aims to maximise the health wellbeing and safety of members, employees, volunteers and other visitors who access FDNA managed facilities by defining responsibilities and requirements to prepare and respond to emergencies.

FDNA is responsible for:

- Promoting awareness of safe practices and emergency procedures and implementing safety and warning systems and procedures
- Providing direction in planning and preparing for emergencies with major consequences, including mass evacuation

This Policy intends that FDNA is prepared for any emergency and can implement an appropriate response. The Emergency Management Plan shall be reviewed annually as a minimum & must be compliant with Australian Standard (AS) 3745:2010 "Planning for Emergencies in Facilities"

An Emergency Planning Subcommittee (EPC) will be established and maintained. This groups will determine, assess and review the management of each identified risk/emergency.

Scope

Compliance with this policy is required by all employees, members and any other visitor or service provider.

Risk Management

Emergencies can cause direct risks to the health and wellbeing of people accessing FDNA managed facilities. Types of emergencies that may occur include:

- floods, storms or bushfires
- explosions and accidents
- extreme heat and heatwaves
- epidemics, pandemics or contamination of food or water supply, and
- disruption to essential services such as electricity, gas and telecommunications networks.

The frequency and changing risk profile of emergencies continues to reinforce the importance of emergency preparedness and planning.

Risks and control measures are identified in FDNA's Risk Register Management Plan.

Definitions of key terms

The following terms have specific meaning in the context of this policy:

Member – anyone participating in any competition or program, including Club based training at FDNA managed facilities.

Employee – Staff, Volunteers, Trainees/interns,

Visitor – any individual on site, includes contractors and service providers.

Emergency – Definition from the Emergency Management Act 1986:

'An emergency due to the actual or imminent occurrence of an event which in any way endangers or threatens to endanger the safety or health of any person in Victoria, or which destroys or damages, or threatens to destroy or damage, any property in Victoria, or endangers or threatens to endanger the environment or an element of the environment in Victoria including, without limiting the generality of the foregoing:

- an earthquake, flood, wind-storm or other natural event
- a fire
- an explosion
- a road accident or any other accident
- a plague or an epidemic
- a warlike act
- a hi-jack, siege or riot
- a disruption to an essential service.'