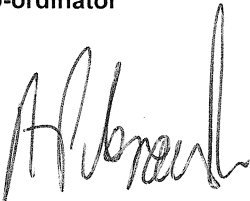


1. No smoking in church buildings.
2. No alcohol or non-prescription drugs in the workplace.
3. Know and observe all OH&S rules.
4. Know and observe details of emergency response and evacuation plans.
5. All work at heights must have the permission of the OH&S co-ordinator before commencement.
6. Do not undertake work for which you are not qualified. e.g. Electrical maintenance
7. Take responsibility for own OH&S by not doing anything that may endanger your OH&S or that of a fellow employee/voluntary worker.
8. Report all potential hazards or accidents and incidents to the OH&S Co-ordinator.
9. Keep work areas neat and tidy at all times.
10. If required to lift any items likely to cause injury, seek assistance before proceeding.

Signed OH&S Co-ordinator



Adam Pilarowski

Employee / Voluntary Worker

Document dated

Next review date