

## SAFETY HEALTH ENVIRONMENT WORKCOVER SUSTAINABILITY RESEARCH AND RECREATIONAL BOATING, DIVING AND SNORKELLING POLICY

<p><b>POLICY STATEMENT</b></p>	<p>CQUniversity is committed to providing a safe and healthy environment through compliance with all legislative requirements of the <a href="#">Work Health and Safety Act (WH&amp;S Act) 2011</a>; AS 2299.1 and the <a href="#">Safety in Recreational Water Activities Act (SIRWA) 2011</a>.</p>
<p><b>PURPOSE</b></p>	<p>To provide a uniform approach towards compliance concerning research and recreational boating, diving, and snorkelling activities undertaken by CQUniversity.</p> <p>The object of the Work Health and Safety Act 2011 is to ensure the health and safety of workers and workplaces. The object of the Safety in Recreational Water Activities Act 2011 is to ensure the health and safety of persons to whom recreational water activities are provided by a person conducting a business or undertaking.</p> <p>To support this policy in the interim, the University of Queensland document 'Diving Procedures Manual' shall also be adopted and applied where applicable to all research and recreational boating, diving and snorkelling activities.</p> <p>Appendix A provides further guidance for application of and legislation and other documents to all research and recreational boating, diving and snorkelling activities.</p>
<p><b>SCOPE</b></p>	<p>This policy applies to all CQUniversity officers, management, staff, students, contractors, subcontractors and visitors who undertake or participate in research, education, training and recreational boating, diving and snorkelling activities conducted by the University.</p>
<p><b>RESPONSIBILITY FOR IMPLEMENTATION</b></p>	<p><b>A person conducting a business or undertaking:</b> must ensure, so far as is reasonably practicable, the health and safety of workers and other persons engaged or put at risk by the above activities.</p> <p>A person conducting a business or undertaking that provides commercial or recreational water activities must also ensure, so far as is reasonably practicable, that the health and safety of persons for whom the activities are provided are not put at risk by the provision of the commercial or recreational water activity.</p> <p><b>Officers:</b> University officers must exercise due diligence to ensure that the person conducting a business or undertaking complies with all duties and obligations.</p>

	<p><b>Responsible Persons:</b> must ensure all requirements outlined under the above legislation and other documents, are fulfilled as required.</p> <p><b>CQUniversity Diving Officer:</b> has University-wide responsibility for approval of all boating and diving activities, the initial and ongoing review of such activities, and determining CQUniversity specific processes and functions that are required to support such activities and communicating such to the Pro Vice-Chancellor (Research), CQUniversity Health, Safety and Environment Committee and Academic Board.</p> <p><b>Worker:</b> while at work a worker must take reasonable care for their own health and, take reasonable care that their acts or omissions do not adversely affect the health and safety of other persons, comply so far as is reasonably able with any reasonable instruction that is given by the person conducting a business or undertaking to allow compliance with obligations, and cooperate with any reasonable policy or procedures of persons conducting a business or undertaking relating to health or safety at the workplace that has been notified to workers.</p> <p>While providing commercial or recreational water activities at work, a worker must also take reasonable care that his or her acts or omissions do not adversely affect the health and safety of persons for whom recreational water activities are provided, and comply so far as they are reasonably able with any reasonable instruction that is given by the person conducting a business or undertaking to allow compliance with obligations.</p> <p><b>Health and Safety Representative:</b> elected Health and Safety Representatives for any work group affected by commercial or recreational boating, diving or snorkelling activities will be included in any consultation that affects, or is likely to affect, the health and safety of any member of that work group.</p> <p><b>Other Persons:</b> persons present at a place where boating, diving and snorkelling activities are provided in the conduct of a business or undertaking must take reasonable care for their own health and safety, take reasonable care to ensure that their actions or omissions do not adversely affect the health and safety of other persons, and comply so far as is reasonable practicable with any reasonable instruction given by a person conducting a business or undertaking to allow compliance with obligations.</p> <p>This policy is to be implemented by the Vice-Chancellor and President who shall be responsible for overall implementation and shall work with all relevant areas to ensure compliance.</p>
<p><b>COMPLIANCE AND MONITORING</b></p>	<p>CQUniversity Health, Safety and Environment Committee is responsible for ensuring compliance with this policy.</p> <p>The Pro Vice-Chancellor (Research) is responsible for monitoring compliance, maintenance and review of this policy.</p> <p>CQUniversity Boating and Diving Officer is responsible for monitoring compliance, and reporting non-conformances to the CQUniversity Health, Safety and Environment Committee, Pro Vice-Chancellor (Research) and Academic Board.</p>

<p><b>SUPPORTING LEGISLATION AND DOCUMENTS</b></p>	<p><a href="#">Work Health and Safety Act 2011</a></p> <p><a href="#">Work Health and Safety Regulation 2011</a></p> <p><a href="#">Safety in Recreational Water Activities Act 2011.</a></p> <p><a href="#">Safety in Recreational Water Activities Regulation 2011</a></p> <p>AS2299.1 Occupational Diving Operations (Scientific Diving)</p> <p><a href="#">Central Queensland University Act 1998</a></p> <p><a href="#">Occupational Diving Work Code of Practice 2005</a></p> <p><a href="#">Recreational Diving, Recreational Technical Diving and Snorkelling Code of Practice 2011</a></p> <p><a href="#">University of Queensland document 'Diving Procedures Manual'</a></p> <p><a href="#">CQUniversity Risk Management Policy</a></p>
<p><b>DEFINITIONS</b></p>	<p><b>Health and Safety Representative:</b> is a person elected by workers to represent them on work health and safety matters.</p> <p><b>Person Conducting a Business or Undertaking:</b> is a person who conducts a business or undertaking, whether alone or with others and whether conducted for profit or gain, and is further defined under Section 5 of the Work Health and Safety Act 2011.</p> <p><b>Officer:</b> is an individual who assumes responsibility for the health and safety of persons in the workplace as defined under the CQUniversity Safety Health Environment Workcover Sustainability Roles and Responsibilities Procedures.</p> <p><b>Responsible Person:</b> is an individual who assumes responsibility for the health and safety of any other person in a workplace by providing instruction, direction, assistance, advice or service, is deemed to have an obligation in accordance with the above legislation, and the CQUniversity Safety Health Environment Workcover Sustainability Roles and Responsibilities Procedures.</p> <p><b>Employee:</b> is a person who carries out work in any capacity for a person conducting a business or undertaking as defined under Section 7 of the Work Health and Safety Act 2011 including work as an employee, contractor or subcontractor, an outworker, an apprentice or trainee, a student, a volunteer.</p> <p><b>Persons Present:</b> are persons present at the place include any of the following who are present at the place:</p> <ul style="list-style-type: none"> <li>• a person conducting a business or undertaking;</li> <li>• a worker in the business or undertaking;</li> <li>• a person for whom the activities are provided;</li> <li>• a person who is an onlooker or present for some other reason.</li> </ul>

**University Boating and Diving Officer:** CQUniversity's Diving Officer is a suitably qualified and experienced boater and diver with University-wide boating and diving responsibilities.

**Due Diligence:** This includes taking reasonable steps:

- to acquire and keep up-to-date knowledge of work health and safety matters; and
- to gain an understanding of the nature of the operations of the business or undertaking of the person conducting a business or undertaking and generally of the hazards and risks associated with those operations; and
- to ensure that the person conducting a business or undertaking has available for use, and uses, appropriate resources and processes to eliminate or minimise risks to health and safety from work carried out as part of the conduct of the business or undertaking; and
- to ensure that the person conducting a business or undertaking has appropriate processes for receiving and considering information regarding incidents, hazards and risks and responding in a timely way to that information; and
- to ensure that the person conducting a business or undertaking has, and implements, processes for complying with any duty or obligation of the person conducting a business or undertaking under the Act; and
- to verify the provision and use of the resources and processes mentioned in paragraphs (c) to (e) of the Act.

**Scientific Diving:** means diving operations performed at a workplace for the purpose of professional scientific research, natural resource management or scientific research as part of an educational activity.

**Recreational diving:** means any of the following underwater diving for recreation using compressed air, other than diving in a swimming pool or decompression diving:

- resort diving;
- diving by a person undertaking training in diving for recreation, whether or not the person is being photographed, filmed or videoed while diving;
- diving for recreation by a person with a qualification in underwater diving, whether or not the person is being photographed, filmed or videoed while diving.

**Recreational water activity:** is an activity carried out:

- for the purposes of recreation; and
- on, in or under waters.

Examples of water activity: diving, snorkelling (recreational water activities only in the context of them being provided by a person in the conduct of a business or undertaking and under the management or control of the person).

	<p><b>Recreational snorkelling:</b> does not include snorkelling in a swimming pool.</p> <p><b>Recreational technical diving:</b> means underwater diving for recreation, other than in a swimming pool:</p> <ul style="list-style-type: none"> <li>• using EANx or mixed gas; or</li> <li>• that is decompression diving using compressed air or other gas.</li> </ul> <p><b>Resort diving:</b> means an introductory scuba experience, or introductory educational diving program, conducted according to a recreational dive training organisation's program, whether or not the person is being photographed, filmed or videoed while diving.</p> <p><b>Scuba:</b> means self-contained underwater breathing apparatus.</p> <p><b>Underwater diving:</b> does not include snorkelling or free diving.</p> <p>All terminology used within this policy is consistent with definitions in the <a href="#">CQUniversity Glossary</a>.</p>
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Approval Authority	Vice-Chancellor and President
Administrator	Director, People and Culture
Original Approval Date	1 November 2012
Amendment History	
Date of Next Review	1 November 2015
Related Documents	

# APPENDIX A

