

## Purpose and Scope

New Zealand Rugby is committed to providing a safe and health work environment for staff members, visitors and contractors and to continually review and improve the systems and practices including ensuring there are adequate resources to achieve this.

## Policy Content and Guidelines

This policy applies to all NZ Rugby employees (permanent, temporary, full-time, part-time, fixed-term and casual), on-site independent contractors, or agency employees.

## Accountability for Health & Safety

The Boards of NZ Rugby are responsible for the Health and Safety of all workers, contractors, and visitors, and for ensuring that the Health and Safety of other persons are not put at risk from activities undertaken by NZ Rugby.

The Boards has delegated to the Chief Executive Officer (CEO) responsibility for:

- Demonstrating continuous improvement through a systematic approach to workplace Health and Safety.
- Documenting and communicating the Health and Safety Policies and Procedures and holding its workers accountable for compliance with the relevant procedures.
- Taking appropriate actions (including disciplinary actions) in the event of unacceptable performance or behaviour relating to health and safety.
- Expecting all workers to share the responsibility for meeting all Health and Safety requirements.
- Exercising due diligence to ensure NZ Rugby complies with its Health and Safety obligations.

## Organisational Commitment

### NZ Rugby will:

- Have a commitment to promoting and continually improving Health and Safety.
- Provide a safe workplace for all employees, volunteers, contractors, and visitors.
- Communicate with all employees regarding Health and Safety.
- Systematically identify and manage workplace hazards.
- Eliminate workplace hazards where possible; if elimination is not practicable, then isolate or minimise them in that order.
- Provide training and supervision to ensure work is done safely.
- Have accurate and thorough record-keeping regarding Health and Safety.
- Provide appropriate tools, aids, and protective equipment to allow tasks to be done safely.
- Have robust procedures for dealing with workplace accidents.
- Record all workplace accidents and illnesses and report those that cause 'serious harm'.
- Monitor the health of employees in relation to the hazards of their work.
- Provide opportunities for employees to participate in Health and Safety.
- Comply with ISO 45001:2018 and any other legal requirements.

**This will be achieved through:** The Board ('Board') and Management's support and commitment to health and safety.

- Implementation of policies and procedures.
- Staff education and participation.
- Regular reviews and evaluations of Health and Safety by Management and the Health and Safety Representative.
- Regular Health and Safety Committee meetings
- An ongoing cycle of appraisal of Health and Safety policies and procedures.

## Objectives Framework

To support our health, safety, and wellbeing commitments, NZ Rugby has established an Objectives Framework that guides how we implement and measure our performance in key areas. This includes:

- Providing a safe working environment and maintaining fit-for-purpose tools and equipment
- Delivering appropriate inductions, training, and supervision for workers and contractors
- Identifying and managing health and safety risks, including unsafe behaviours
- Monitoring work activities and supporting worker health, especially in higher-risk settings
- Supporting and recognising positive health and safety behaviours and outcomes
- Enabling workers to participate in identifying and resolving health and safety concerns
- Setting measurable health and safety objectives and targets, which are regularly reviewed

This framework links our commitments to day-to-day actions and continuous improvement and is monitored through regular review and Health & Safety Committee oversight.

## Compliance with Legislative Requirements

NZ Rugby monitors and reviews all relevant health and safety legislation through its Compliance Register. This register outlines applicable requirements, responsible roles, and review actions to support ongoing legal compliance.

## Health & Safety Committee

The Health and Safety Committee has responsibility for:

- Facilitating the co-operation between NZ Rugby and workers in instigating, developing, and carrying out measures designed to ensure the workers' health and safety at work.
- Assisting in the development of any standards, rules, policies, or procedures relating to health and safety in the workplace
- The systematic review of Health and Safety Policies and Procedures and related documentation.
- Regular review of known hazards, and their relevant elimination or mitigation strategies.

- Regular inspections of the workplace to identify unknown hazards and to manage them.
- To provide workers with an opportunity to participate in Health and Safety management.
- To communicate with all workers relevant Health and Safety information, including changes to policies, procedures, and documentation; the identification or mitigation of new hazards; training opportunities; new obligations on employees and other relevant information.
- Ensure all workers receive training relevant to the Health and Safety risks of their role.
- Providing leadership and direction in matters of health and safety.
- Making recommendations to the Board for changes to policies or any other matters relating to health and safety.
- Reporting to the CEO on a regular basis.

## Worker Consultation

Workers are encouraged to actively engage with the Health & Safety Committee and/or their Health & Safety representative.

**Approver** – CEO NZ Rugby

**Contact Person** - the NZR Head of Health, Safety and Injury Management may be approached on a routine basis in relation to this policy.

A handwritten signature in black ink, appearing to be "J. Smith", written over a light gray grid background.

Signed:

Position: Chief Executive Officer

Dated: 21 July 2025