

## Goulburn Club Volunteer/Casual Employee Details & Agreement

Name:.....Member No:.....

Address:.....

Home Tel No:.....Mobile:Tel No.....

Email: .....

In Emergency contact.....Relationship.....

Home Tel No:.....Mobile No:.....

Do you have any medical condition which could need management or could limit the work you undertake?            Yes / No (delete one)

If Yes, provide details:

.....  
.....

I agree that I need to be aware of any hazards associated with my volunteering activities at the Goulburn Club and that I need to be familiar with the Building Emergency Procedures.

I understand that in the event of a building emergency (e.g. fire or bomb threat) the most senior staff will become the CHIEF WARDEN and other volunteers will be deputised as DEPUTY WARDENS.

I will carefully read the Building Emergency Procedures, (available in the bar, and on-line on the club's web site at [www.goulburnclub.com.au/building-emergencies/](http://www.goulburnclub.com.au/building-emergencies/)), ask any questions I may have, and attend Building Emergency training sessions if I am available.

If I work behind the bar, I will carefully read the *Working Behind the Bar Safe Operating Procedure (SOP)*, available on-line on the club's web site at [www.goulburnclub.com.au/volunteers/whs/sop/](http://www.goulburnclub.com.au/volunteers/whs/sop/)

I will NOT change beer kegs unless I have read, and been shown, the *Changing Beer Kegs Safe Operating Procedure*.

I will carefully read the Safe Operating Procedures applicable to any other of my work functions

If I am not sure of any procedure during the course of my work I will ask for additional instruction.

I agree that safety in the work place is my number one priority and I will adhere to the Club's rules and safe work methods.

I have received the Goulburn Club Staff Handbook.

Signed:..... Date.....