

# YOUR ROLE - EQUIPMENT AND SAFETY

THE STUDENTS'  
UNION  
AT UWE

Produce equipment & kit inventory by the deadline provided.

Responsible for ensuring participants have purchased membership.

Store & maintain all equipment in accordance with manufacturers & governing body guidelines.

Keep accurate & up to date records of all equipment &|or kit checks.

Ensure that all equipment issued for an activity is suitable for that purpose.

Ensure that equipment is not used for unofficial trips.

To arrange for the purchase & replacement of items of equipment & kit

Ensure that the team | group | trip has a minimum of 2 first aiders.

To ensure that risk assessments are regularly updated & revised.

To ensure that the Code of Practice is regularly updated & revised.

To ensure that the safety policy is regularly updated & revised [ this is part of the Code of Practice].

To ensure that all sections of the Google drive are updated.

Arrange the repair & disposal of unsafe equipment & kit

Report all accidents to the Opportunities Manager.

Adhere to the Students' Union At UWE finance policy