



Seventh-day
Adventist Church™

Managing Other Church Ministry or Facility Duties



2018

Managing Other Church Ministry or Facility Duties

Duties to Non-members

It is Church policy to identify and implement those measures to be taken to ensure no action or inaction by their leaders, members or by those involved with its ministries or facilities causes harm to any other person in attendance at its Church, ministries or facilities

Duties as a Principal

- By definition a Church on occasion will engage other persons on a **“for service”** basis, and be the Principal in a principal / contactor employment arrangement
- It is Church policy to determine what reasonably practicable steps can be taken, as the principal in a contract, to ensure that contractors, sub-contractors, and their employees are not harmed while doing work they are engaged to do

Persons in Charge of a Place of Work, Ministry or Facility

In Church Ministries or Facilities its Leaders **(by definition, are persons who control the Church ministries of facilities)** owe a Health and Safety duty to the following person/s:

Leaders / Managers No Harm Duties

They shall ensure the following persons are not harmed

- Church members or others in attendance at the Church ministries or facility meetings or services under their control or direction
- Those who are not paying individuals but have been invited or been given permission to be there by the person in charge of the workplace, ministries or facilities (e.g. Public cooking demonstrations or other programmes etc. run by the Church)
- Those who have paid to attend a program or function run by the Church in its ministries or facilities

- Those in the Church, ministries or facilities for business purposes (e.g. Delivery of goods or services to a Church ministry or facility)
- Those persons in the vicinity of the Church, its ministries or facilities (including those in the vicinity for leisure purposes), and

Providing Health & Safety Information to the Following Persons

Church leaders have a duty to provide information on significant hazards in the Church, ministries and facilities and how to minimize harm from such hazards to the following persons in attendance at its Church ministries or facilities:

- Those in attendance at the Church Facilities who have permission and have paid to be present and use the Church Facilities for approved activities (e.g. Facility hire)
- Those with statutory authority to be at the Church ministry or facility and who have advised the person in charge of the Church, ministry or facility that they intend to be in that ministry or facility (e.g. Metre readers, fire service inspections)