
CADET FORCE ORDERS

VOLUME 8 – Assurance and Inspector General

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CHAPTER 1 – Health and Safety

SECTION 1 - General Policy

Introduction

8.1 NZCF Health and Safety policy is contained within NZCF 163 Health and Safety Manual. All NZCF members are to adhere to this manual.

8.2 CUCDRs, ASOs and HQ NZCF are to ensure Health and Safety requirements are regularly promulgated through the NZCF.

Responsibilities

8.3 All NZCF members and other persons involved in NZCF activities have a moral and legal obligation to ensure that risks to the health and safety of any individual who may be affected by the activities, are managed to a level that:

- a. Is acceptable by all NZCF members and other persons;
- b. Is in accordance with the NZCF HSE policy;
- c. Complies with the HSE Act, the HSE Regulations, and any Approved Codes of Practice; and
- d. Takes account of the increased level of responsibility associated with activities involving minors.

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CHAPTER 2 – Incident Reporting

SECTION 1 - General Policy

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CHAPTER 3 - Risk Management

SECTION 1 - General Policy

Introduction

8.20 This section provides policy for the risk management processes to be applied by all Cadet Units when undertaking Cadet activities on land, sea or in the air.

NZDF Risk Management Framework

8.21 Cadet Units are to use the Risk Management Plan (RAMS) form (NZCF 12) for all Recognised Activities. The Cadet Unit Officers are the principal activity planners and controllers and, therefore, the personnel who must be acquainted, trained and practised with the RAMS model.

8.22 When Cadet Units conduct a Recognised Activity regularly under the same circumstances each time (location, venue, conditions) then a generic NZCF 12 may be submitted to the AC CTFSU at the beginning of each training year to cover all the occurrences of that activity.

8.23 When Cadet Units choose to alter the circumstances (location, venue, conditions) of a regular Recognised Activity for which approval has been granted then those Cadet Units are to submit separate NZCF 12 to the AC CTFSU no less than 14 days prior to the activity, in order to cover the change of circumstances for the regular Recognised Activity.

8.24 Any activity undertaken by a Cadet Unit, including weekly parades, can be supervised by local community instructors, supporters, outside experts, and members of the NZDF (in particular those activities under NZDF control), however they are always at the instigation and under the control of the CUCDR.

8.25 NZCF Officers are to plan/conduct activities that are within their scope of qualification only i.e. Officer Bushcraft or Marine Safety Officer qualification etc.

8.26 NZDF retains the obligation to provide advice and support on risk management procedures for the NZCF, however the procedures for the NZCF should meet community standards for risk management.

8.27 Increasingly, civilian organisations are also providing their own qualifications and standards for reduction of risk in adventure activities. NZCF is to monitor developments in this area to maintain best business practice, and adhere to industry standards.

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CHAPTER 4 – Training, Assurance and Audit

SECTION 1 - General Policy

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CHAPTER 5 – Validation

SECTION 1 - General Policy

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