

BVC Health and Safety Policy

Prepared by: Davide Grazi, January 2024

Approved by & date of last approval: [BVC Board of Trustees, 21 February 2024]

Introduction

Blue Ventures works with remote coastal communities where the health and safety environment can be challenging.

Our primary objective in Health and Safety is to minimise risks, mitigate unavoidable risks and provide prompt and effective responses to incidents and emergencies.

To achieve that, we have clear policies, procedures and governance that provide a Health and Safety framework that everyone who works with us is aware of through induction and regular training.

Relevant policies and procedures [are available through the staff intranet](#) and include

- Risk Assessments for each key activity group
- Emergency Response and Medivac Plans for each country and site of direct implementation.
- Providing technical guidance for specific activities such as mission checklists and boat and dive protocols.

Content

Day-to-day responsibilities for ensuring the policy is upheld in every country of operation sits with the Health and Safety and Safeguarding (HSS) Manager, Davide Grazi. Overall responsibility for Health and Safety sits with the Executive Director, Alasdair Harris, and the Chief People Officer, Kevin Moyes.

In addition, Blue Ventures has a hierarchical organisational structure that comprises Health and Safety and Safeguarding (HSS) and that is designed to ensure standards are maintained and improved at regional and country levels.

This structure establishes embedded responsibilities within existing broader operational roles supported, where possible, by a network of focal points and, where appropriate, by the presence of at least one HSS regional officer in every hub that reaches a minimum of 30 staff members.

Blue Ventures' HSS structure is as follows:

- Global - HSS Manager
 - London - HSS Focal Point
 - Bristol - HSS Focal Point

- Madagascar - HSS Manager -
 - NW - HSS Regional Officer
 - Ambanja - HSS Focal Point
 - Mahajamba - HSS Focal Point
 - MW - HSS Regional Officer -
 - Maintirano - HSS Focal Point
 - Morondava - HSS Focal Point
 - SW - HSS Regional Officer -
 - Tulear - HSS Focal Point
 - Andavadoaka - HSS Focal Point

- East Africa - HSS Regional Officer -
 - West Africa - HSS Focal Point

- Southeast Asia - HSS Regional Officer

- Latin America and the Caribbean
 - Belize - HSS Focal Point

Specific responsibilities of the roles listed above are detailed in the dedicated Terms of Reference and Job descriptions and include completing and regularly reviewing relevant risk assessments, regularly consulting colleagues on Health and Safety matters and discussing actions to improve, provide emergency action plans with evacuation route and emergency numbers and finally regularly provide training for colleagues in the region.

In addition, all employees should cooperate with their teams and managers on health and safety matters, take reasonable care of their health and safety and report all health and safety concerns to an appropriate person (as detailed above).

*This document follows the UK Government guidelines
for [Health and Safety policy in the workplace](#)*

Appendix 1: change log

List any major changes made since last version or between approvals [NB: could use g-suite functionality for this by labelling the approved versions]

Date	Section	Summary of changes