

WorkSafe

Country Netball League

2014 Information Booklet



COUNTRY NETBALL LEAGUE

WORKSAFE COUNTRY NETBALL LEAGUE 2014 INFORMATION BOOKLET

Introduction

More of us are likely to be killed at work if you work in country Victoria compared with metropolitan Melbourne. Farms also remain the most dangerous workplace in Victoria.

That's why Netball Victoria is very proud to continue its long term partnership with WorkSafe Victoria through the WorkSafe Country Netball League (WCNL). The message of workplace safety is particularly important in regional areas where the prevalence of workplace injury and death is far too high.

Netball Victoria and WorkSafe Victoria would like to thank every League and Club in the Country Netball League for their support of this partnership and assistance with delivery of these important WorkSafe messages.

This document outlines the benefits and obligations attached to this partnership which are provided to and **required of** all Leagues and Clubs participating in the WCNL.



Free Leveraging Items: If you have any queries about requirements or ordering of equipment please contact:
Zoe Small, Commercial Partnerships Assistant
P | (03) 9321 2206
E | zoe.small@netballvictoria.com.au

Website: Netball Victoria hosts the WCNL webpage <http://vic.netball.com.au/worksafe-cfnl/>
If you have any information you would like included or images to be uploaded, please contact
Zoe Small, Commercial Partnerships Assistant.

Game Day Checklists: These checklists are provided by Netball Victoria's insurance provider, Willis and are available for download from the WCNL web page.



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Compliance

All Leagues and Clubs affiliated with the WCNL must agree to comply with and promote WorkSafe Victoria's message of workplace safety.

Leagues and Clubs should liaise with Netball Victoria prior to securing any additional sponsors to ensure they do not conflict with the WorkSafe message.

Leagues and Clubs that do not comply with the sponsorship obligations contained in this Partnership Information Booklet may:

- Receive counselling from Netball Victoria
- Be given a written warning from Netball Victoria
- Lose their WorkSafe sponsorship benefits
- Be removed from the WCNL

If your League/Club has any concerns or queries regarding the outlined sponsorship obligations, please contact Netball Victoria immediately on (03) 9321 2206 and speak with Zoe Small, Commercial Partnerships Assistant.

WORKSAFE PARTNERSHIP BENEFITS AND OBLIGATIONS - SUMMARY

ITEM	ENTITLEMENTS/PROVISIONS	OBLIGATIONS	DELIVERY/ORDERING PROCESS
<p>WorkSafe branded netballs</p>	<p>A number of netballs will be provided to each league dependent upon League size (minimum of 2x netballs per Club)</p>	<p>All netballs used in sanctioned WCNL matches MUST display the WorkSafe logo</p> <p>Please note that if netballs are sourced through another supplier WorkSafe branding must be included on all netballs used in all WCNL round and finals matches as follows:</p> <ul style="list-style-type: none"> • WorkSafe logo must appear three times on the netball • WorkSafe logo must be at least 165mm in length <p>If netballs are sourced through another supplier, approval of the design MUST be sought by Netball Victoria prior to production and no other sponsor logos can be included on the ball design.</p>	<p>Netballs will be delivered to central League address for distribution to Clubs at the Leagues discretion.</p> <p>If you require more WorkSafe branded netballs please contact: Zoe Small, Commercial Partnerships Assistant P (03) 9321 2206 E zoe.small@netballvictoria.com.au</p>
<p>WorkSafe signage</p>	<p>WorkSafe signage provided by WorkSafe to each club – as required</p>	<p>WCNL signage must be displayed courtside at each WCNL venue</p> <p>WorkSafe signage has been produced by WorkSafe and Netball Victoria and must be placed near the court area in a prominent location.</p> <p>There must be at least one WorkSafe sign per venue displayed.</p> <p>WorkSafe signage must be maintained</p>	<p>Please contact: Zoe Small, Commercial Partnerships Assistant P (03) 9321 2206 E zoe.small@netballvictoria.com.au</p>

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		and any major damage should be reported to Netball Victoria so a replacement is able to be provided free of charge.	
WorkSafe bib patches	WorkSafe bib patches provided by WorkSafe to each Club	WorkSafe bib patches to be worn on the front and back of each positional bib worn in WCNL matches	If you require more bib patches please contact: Zoe Small, Commercial Partnerships Assistant P (03) 9321 2206 E zoe.small@netballvictoria.com.au
WorkSafe Country Netball League promotion		<p>Due to WorkSafe being the naming rights sponsor of the WorkSafe Country Netball League, all affiliated Leagues and Clubs must use this wording when referring to or promoting any football/netball related competition or activity.</p> <p>This wording and the WCNL logo should be used in any publications, written correspondence and/or advertisements.</p> <p>The below logo will be provided to each league via e-mail for distribution to clubs. This logo is to be used whenever referring to the WCNL.</p>	




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The logo should be printed on a white background and must be at least 1.6cm in width for the stacked version and 1.8cm in height for the horizontal version.

Please do not compress, extend, crop or distort the logo or print it on an angle.

		 <p>COUNTRY NETBALL LEAGUE</p> <p>The logo should be printed on a white background and must be at least 1.6cm in width for the stacked version and 1.8cm in height for the horizontal version.</p> <p>Please do not compress, extend, crop or distort the logo or print it on an angle.</p>	
<p>WorkSafe Club Safety Fund</p>	<p>Each WCNL club can apply for funding for financial assistance towards improving the safety of the club environment</p>	<p>Clubs must submit an application form detailing the project/initiative for assessment- project funding is at a maximum of \$600/submission (or 50% for less than \$600 submissions) in reimbursement for projects \$1,200 and above in overall cost. One funding allocation per Club is allowed per annum with priority given to those Clubs who have not submitted a successful funding application in the year prior.</p>	<p>The first round of funding commences on Monday 17th February 2014 and concludes on Friday 2 May 2014.</p> <p>Visit http://vic.netball.com.au/worksafe-cfnl/ For more information</p>

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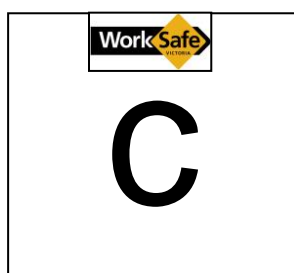
COUNTRY NETBALL LEAGUE

WorkSafe Safety Initiative Awards	Annually at the Netball Victoria Community Awards 2x \$2,000 Awards are presented to Clubs/Leagues that employ excellent safety initiatives throughout the season.	Clubs/Leagues must submit a nomination for detailing safety initiatives.	Nominations are open from 19 May 2014 until 5pm Friday 16 August 2014 . Visit www.netballvic.com.au for further details on the Netball Victoria Community Netball Awards WorkSafe Safety Initiative Awards category.
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WorkSafe Bib Patches

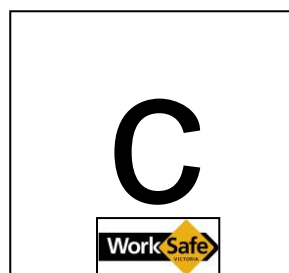
WorkSafe bib patches must be worn on the front and back of all positional bibs worn during any sanctioned WCNL match. It is preferred that the patches be placed on the top centre of the bib. WorkSafe bib patches must not obscure playing position initials in any way.

Additional bib patches can be ordered through Netball Victoria and will be delivered to the central League address or to individual Clubs.



1st preference for placement

or



2nd preference for placement

Please Note: Leagues may have one additional sponsor logo on the playing bibs as per Netball Victoria guidelines provided the WorkSafe logo is in the 1st preference for placement (see above) and that the Leagues sponsor logo is placed in the 2nd preference for placement (see above).

Clubs are NOT permitted to have sponsor logos on playing bibs unless the League opts not to use their bib sponsor location and the League provides them written permission to do so. Please note, written permission can only be granted for one year at a time, written permission must be gained by the Club from their appropriate League. Clubs may display sponsor logos on uniform items such as dresses/tops, tracksuits and bags.

NOTE: Screen printing of WorkSafe logo onto bibs is possible provided that minimum size and positioning requirements are adhered to. That is:

- The WorkSafe logo must be at least 7.4 cm long and 3.5 cm high and must appear on a white background at least 7.8 cm high x 4.0 cm long.
- **Leagues / Clubs must obtain Netball Victoria approval of artwork prior to screen printing going ahead.**

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WORKSAFE EQUIPMENT ORDER FORM

Please complete the following form to order your WorkSafe signage or WorkSafe bib patches:

WorkSafe Signage

1 x WorkSafe sign is required per venue. Please indicate below the number of new/replacement signs required for all clubs in your league.

Number of signs required: _____ (these will be delivered to the below address)

WorkSafe Bib Patches

WorkSafe bib patches are required to be attached to the front and back of all positional bibs. Please indicate below the number of new/replacement patches required for all Clubs in your League. (Clubs may also order their own patches, however one delivery is preferred).

Number of bib patches required: _____ (these will be delivered to the below address)

Delivery/Contact Details

League Name: _____

Contact Name: _____ Contact phone no. (daytime): _____

Club Contact (bib patch orders only): _____

E-mail Address: _____

Delivery Address _____

Post Code _____

PLEASE NOTE: Delivery of signage will be made to one address only with leagues responsible for ensuring that clubs receive all signage. Someone must be present at the location to accept the goods as they may be required to be signed for.

Please return this completed form to:

Zoe Small
Commercial Partnerships Assistant
PO Box 60
North Melbourne VIC 3051
FAX: (03) 9321 2233
Email: zoe.small@netballvic.com.au

WORKSAFE CLUB SAFETY FUND

Introduction

WorkSafe Victoria, in partnership with Netball Victoria, are working together to raise the profile of workplace safety in regional and rural Victoria. Research indicates that if you live in country Victoria, you are more likely to be killed at work than those working in metropolitan Melbourne. Farms remain Victoria's most dangerous workplace.

To promote netball as a safe and healthy sport for players, coaches, umpires, volunteers, officials and spectators, the WorkSafe Club Safety Fund has been established to provide financial assistance to football/netball Clubs to improve the safety of the Club environment.

Objective

The objective of the WorkSafe Club Safety Fund is to provide financial support at a local level to assist with occupational health and safety initiatives to improve safety.

Who can apply?

Netball/Football Clubs that are members of the WorkSafe Country Netball League.

How much are the grants?

- WorkSafe provides an annual funding pool for the WorkSafe Club Safety Fund to be dispersed at the discretion of Netball Victoria upon successful approval of WorkSafe Club Safety Fund applications
- The WorkSafe Club Safety Fund will provide grants to the value of 50% of the total project cost at a maximum grant reimbursement of \$600 / application.
- Only 1x WorkSafe Club Safety Fund grant will be provided per Club per annum.
- Priority will be given to Club's that have not received funding in the previous year's round of grants.

Funding Categories

Funding is available for safety initiatives including, but not limited to:

- Equipment to be purchased by the Club that has the purpose of protecting individual participants while actively engaged in the sport (e.g. first aid kits, drink containers etc.)
- Permanent or portable structures that provide shelter (e.g. shelter shed, shade sails).
- First-aid courses.
- Minor facility maintenance which presents an occupational health and safety hazard.

Clubs successful in receiving funding are required to:

- Use the funds for the specified activity.
- Send a receipt to Netball Victoria.
- Advise Netball Victoria if the project has been cancelled and return all monies paid within 14 days.
- Be responsible for ensuring adequate insurance cover for any equipment purchased.
- Complete any evaluation required by WorkSafe and/or Netball Victoria.

Essential Funding Criteria

- Applications must be made on the official application form. All areas of the form must be completed including attaching copies of all relevant documentation such as quotes.
- Photographic evidence of use of WorkSafe signage, equipment and clothing at your club venue must be supplied with completed application form.
- If the club does not have an ABN, a Statement of Supplier Form must be submitted with the application form.
- Netball Victoria staff may be contacted for advice when preparing project outline.

Please note: Retrospective funding will not be approved under any circumstances.

Expected Timeline

- Applications will be assessed as soon as all relevant information has been provided.
- Notification of funding will be forwarded within four weeks of receipt of the application. Approved applications will receive further information regarding funding requirements.
- On approval of funding, the total amount will be credited directly into the club account.
- The first round of funding commences on Monday 17th February 2014 and concludes on Friday 2 May 2014.

Goods and Services Tax (GST)

Funding grants are subject to GST and clubs must abide by one of the three options outlined below:

1. Club has an ABN and is registered for the GST
The club will need to supply Netball Victoria with a tax invoice (receipt) for the approved funding amount including GST within 28 days of receipt of the grant.
2. Club has an ABN but is not registered for the GST
The club will need to supply Netball Victoria with a receipt for the approved funding amount (no GST) within 28 days of receipt of the grant
3. Club does not have an ABN
The club must complete a 'Statement by Supplier – Reason for not quoting an Australian Business Number (ABN) to an enterprise' form and submit with the application form.

For more information, please contact:

Tim Murdoch
Netball Victoria Membership Manager
PO Box 60, NORTH MELBOURNE VIC 3051
Phone: (03) 9321 2222
E-mail: tim.murdoch@netballvic.com.au

WORKSAFE CLUB SAFETY FUND - APPLICATION FORM

SECTION 1 – APPLICANT DETAILS

CLUB NAME:	
LEAGUE NAME:	

Do you have an ABN?	Y / N	ABN:	
Are you registered for GST?	Y / N	Incorporation #:	
<i>Please note: If your club does not have an ABN you are required to complete a Statement by Supplier Form, which can be obtained from the Australian Taxation Office website – www.ato.gov.au</i>			

CONTACT NAME:			
CLUB POSITION:			
POSTAL ADDRESS:			POST CODE:
EMAIL ADDRESS:			
PHONE:	H	W	
	M	F	

SECTION 2 – DIRECT CREDIT DETAILS

BANK NAME:			
BANK ADDRESS:			
ACCOUNT NAME:			
BSB #:		ACCOUNT #:	

SECTION 3 – PROJECT DETAILS

DESCRIBE THE PROJECT THAT YOU WISH TO RECEIVE FUNDING FOR:	
<i>Please describe the project in general, the need it aims to meet and who it will benefit.</i>	
HOW MUCH WILL IT COST?	
<i>Please provide a project budget and attach any quotes.</i>	
ATTACHMENTS	
<i>Please attach the following to support your application and meet the funding criteria:</i>	<input type="checkbox"/> Project Budget / Quotations <input type="checkbox"/> Photos of WorkSafe Sponsorship <input type="checkbox"/> Statement by Supplier Form <i>(if your club does not have an ABN)</i>

SECTION 4 – CONFIRMATION

<i>I confirm on behalf of the above club that I have read and understood the requirements of receiving funding as outlined in the WorkSafe Club Safety Fund Information & Guidelines 2013. I hereby agree for all payments from Netball Victoria for goods and services supplied are made by way of direct credit to the details provided in Section 2.</i>	
POSITION:	
FULL NAME:	

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WORKSAFE SAFETY INITIATIVE AWARDS

**WORKSAFE COUNTRY NETBALL LEAGUE PARTNERSHIP
2014 WORKSAFE SAFETY INITIATIVE AWARDS INFORMATION**

\$2,000 cash prize available!

Netball Victoria in conjunction with WorkSafe Victoria will continue to reward good safety practices in leagues / clubs throughout the WCNL in 2014.

If your league / club has recently updated facilities, conducted First Aid Courses or installed or implemented risk management policies, you should apply now.

These are not the only safety measures that can be rewarded – let us know about your safety initiatives and features and you could be awarded one of two \$2,000 cash prizes.

Nomination Details

League / Club Name			
Contact Person			
Address		Post Code	
Phone (H)		Phone (M)	
Email			

Description of safety practices undertaken in 2013:
(Please summarise below and include additional pages if required)

Return completed nomination by 5pm, Friday 16 August 2014 to:
Tim Murdoch – Netball Victoria

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WORKSAFE REGIONAL CONTACTS

www.worksafe.vic.gov.au

1800 136 089

Ballarat
8C 333 Gillies St
Wendouree VIC 3355
Phone (03) 5338 4444

Bendigo
104 Queen Street
Phone (03) 5443 8866

Dandenong
Level 3, 33 Princes Highway
Phone (03) 8792 9000

Geelong
Level 1, 1 Yarra Street (Cnr Brougham & Yarra St)
Phone (03) 5226 1200

Mildura
76 Lemon Avenue
Phone (03) 5021 4001

Mulgrave
37 Dunlop Road
Phone (03) 9565 9444

Shepparton
148 - 150 Welsford Street
Phone (03) 5831 8260

Traralgon
Suites 1 & 2, 6 - 8 Grey Street
Phone (03) 5174 8900

Wangaratta
24 Reid Street
Phone (03) 5721 8588

Warrnambool
76 Henna St
Phone (03) 5564 3200