

MQ Working Bee Guidelines:

Working Bee's are a common activity conducted by clubs, they include track maintenance through to preparation work for an upcoming event. A working bee permit ensures that all volunteers are covered by insurance for any injuries sustained whilst working under the working bee permit. Machinery is not covered under this permit, as suggested below it is vital that all machinery and equipment is appropriately insured.

Step One:

- Apply for a Working Bee Permit via Practice Permit
- Nominate a head official who is in charge of the exercise and responsible for the safety of the workers
- Obtaining an MQ permit ensures full insurance coverage
- There is no charge for a working bee permit

Step Two:

- All workers to sign on using the standard officials indemnity form
- Workers must have an MA rider licence or Government motorcycle drivers licence if they are using motorcycles. Similarly an appropriate drivers licence if they are using cars, four wheel drives, tractors or equipment are mandatory
- Hired or borrowed machinery must be appropriately insured
- Children should not be on the worksite
- Appropriate safety equipment must be used, whether it is provided by the workers or the club
- Motorcycle use is for the purpose of accessing the various works sites. It is not a recreational event

Step Three:

- There is no requirement for a report, only the indemnity forms
 - Clubs are required to submit the Indemnity forms to MQ to be stored with the permit and permit application
 - There is no levy for a working bee.
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