



## AMSA Member Resources Library June 2021 V11

The AMSA website, [www.mensshed.org](http://www.mensshed.org) has a wide range of resources that members are encouraged to utilize. You can download and, if necessary, modify to suit your Men's Shed requirements. Please refer to the **Member Resources Library** frequently as new and updated resources are often uploaded. You can access the resources by going straight to the relevant **folder** or by using the website **Search facility**

### 1. Log-on to the **Members Section**

WELCOME TO THE AMSA

The Australian Men's Shed Association (AMSA) is the peak body supporting almost 1000 Men's Sheds and is recognised as one of Australia's largest male based community development organisations.

AMSA was established in 2007 by the Australian independent community-based Men's Sheds to represent, support and promote the Men's Shed movement. It was founded on the principle of sharing information between sheds and those communities wishing to establish and operate a Men's Shed. It acts as a central hub for information exchange.

Continue reading

MEMBER LOGIN

Username

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NOT AN AMSA MEMBER

REGISTER TODAY

THE SHED WIRELESS PODCAST

OPEN YOUR OWN SHED

GRANTS & FUNDING

SHED RESOURCES

2. Click on the **Shed Resources** icon and you will be directed to the following webpage

3. Click on the **Search Tab** -Q-located in the top right hand corner - the following will appear:

Enter a keyword to search... X

4. **Type in** the name of the required resource. e.g. *Guide for Committees* and click enter- the following will appear

AMSA Comprehensive Guide for Men's Shed Committees Feb 2020

READ MORE

5. Click on **Read More**- to **download** the document click on the tab

AMSA Comprehensive Guide for Men's Shed Committees Feb 2020

DOWNLOAD

Category/Folder	Resource
<b>ACNC- Australian Charities and Not-for-profits Commission- the National regulator of charities</b>	<a href="https://www.acnc.gov.au/tools/browse-topic#atoz">https://www.acnc.gov.au/tools/browse-topic#atoz</a> Governance Standards Guidance Corporate partnerships and charities 2017 October 2020 Webinar-community sheds charity registration and DGR
<b>AMSA Articles</b>	Top 10 Tips for becoming a Great Shed Effective Communication Is your Management Committee managing the Shed? Potential Threats to the Future of Men’s Sheds
<b>AMSA Corporate Documents</b>	AMSA 2018 2019 ‘Shed Life’ Biennial Report AMSA-Constitution-as-adopted-20-December-2017 Explanatory Memorandum 2016 AMSA Membership By-Laws December 2017 AMSA-Board and Employee Code of Conduct AMSA By Laws Code of Conduct August 2017 AMSA Corporate Governance Statement Sept 2017 AMSA Governance Review Evaluation Report (2017) AMSA Board Charter 2017 AMSA Privacy Policy Feb 2020 AMSA Financial Statements (30 June 2020) AMSA Financial Statements (30 June 2019) AMSA Financial Statements (30 June 2018) AMSA Financial Statements (30 June 2017) AMSA AGM 2018 – Minutes AMSA AGM 2019 – Minutes AMSA AGM 2020 - Minutes AMSA Siggins Miller Evaluation Summary Report 2016 AMSA Siggins Miller Evaluation Final Report 2018
<b>AMSA Policy Statements and Protocols</b>	AMSA Complaints Policy V3 Oct 2014 AMSA/ Grievance Formal Complaints Form 2016 AMSA Policy Statement Working with Children January 2020 AMSA Policy Statement Working with People with a Disability December 2019 AMSA Protocols Working with External Agencies January 2020 AMSA Protocols Working with People with Special Needs Jan 2020 AMSA Privacy Policy Feb 2020

Category/Folder	Resource
<b>Australian Government Department of Health</b>	<a href="https://www.health.gov.au/health-topics">https://www.health.gov.au/health-topics</a> <a href="https://www1.health.gov.au/internet/main/publishing.nsf/Content/health-publicat.htm">https://www1.health.gov.au/internet/main/publishing.nsf/Content/health-publicat.htm</a> Information for Australians who have been affected by bushfires A Guide to out of pocket medical costs Dec 2019 Decide if your doctor's fees offer good value Fact Sheet Dec 2019 Advance Care Directive Jan 2020 What Matters To Me Conversation Guide 2018 National immunisation program schedule non-indigenous 2020 National immunisation program schedule indigenous 2020 Healthy Eating Brochure What is Mental Illness Stop smoking-start repairing-health benefits for men poster Dept Health 2020 Depression-Your Guide Anxiety disorders Choose Health-Be Active brochure Dept Health Don't fall for it-Fall Prevention booklet National Men's Health Strategy 2019 NMHP Actions Males Can Take 2010 Social Determinants of Health-The Solid Facts- World Health Organisation National Male Health Policy 2010 Federal Government Male Health Report 2011 National Male Health Policy- Indigenous Male Health Framework 2010
<b>Australian Tax Office</b>	<a href="https://www.ato.gov.au/Non-profit/">https://www.ato.gov.au/Non-profit/</a> ATO Fundraising Guide ATO Tax Basics for Non Profit Organisations ATO Self Governance checklist for not-for-profit organisations ATO Supporting not-for-profits 2017 ATO and ACNC Webinar DGR Sept 2020
<b>COVID 19</b>	<a href="https://www.health.gov.au/initiatives-and-programs/covid-19-vaccines">https://www.health.gov.au/initiatives-and-programs/covid-19-vaccines</a> <a href="https://www.health.gov.au/resources/collections/covid-19-vaccination-patient-resources">https://www.health.gov.au/resources/collections/covid-19-vaccination-patient-resources</a> Information Sheet Covid 19 vaccine Q & A May 2021 Preparing for Covid 19 vaccination Poster-How to stay informed covid 19 vaccine Weighing up the potential benefits against risk of harm from covid 19 vaccine astrazeneca COVID 19 Information Sheet Masks Sept 2020

Category/Folder	Resource
	<p>Coronavirus Information for Men's Sheds 5 March 2020  Coronavirus-covid-19-what you need to know Aust Govt Dept Health  Coronavirus-covid-19-Information on use of surgical masks Dept Health  Coronavirus-covid-19-stop the spread poster Aust Govt Dept Health  Coronavirus-covid-19 know the signs poster  COVID 19 and Men's Sheds Q &amp; A  COVID 19 Getting Back To The Shed After Covid-19  Shed-Ready-Resource-Pack_Back-to-Business-Hygiene-Tips_A3  Shed-Ready-Resource-Pack_Hand-Washing-Poster_A3  Shed-Ready-Resource-Pack_Maximum-Capacity-Room-Sign_A4  Shed-Ready-Resource-Pack_Social-Distancing_A3-Poster  <a href="https://mensshed.org/wp-content/uploads/2020/05/COVID-19-11-May-2020-SHED-RESOURCE-Getting-back-to-the-Shed.pdf">https://mensshed.org/wp-content/uploads/2020/05/COVID-19-11-May-2020-SHED-RESOURCE-Getting-back-to-the-Shed.pdf</a></p>
<p><b>Department of Veteran Affairs</b>  <a href="https://www.dva.gov.au/about-dva/factsheets/dva-factsheets-keyword">https://www.dva.gov.au/about-dva/factsheets/dva-factsheets-keyword</a>  <a href="https://www.dva.gov.au/factsheet-dva19-factsheet-index">https://www.dva.gov.au/factsheet-dva19-factsheet-index</a></p>	<p>Men's Quick Health Check and Information Guide  Information Sheet DVA Factsheets Jan 2020  DVA Men's Health Peer Education Information Sheet Jan 2020  Men's Health Peer Education (MHPE)-National Directory of Guest speakers for Men's Sheds such as Continenence Foundation, State COTA contacts Feb 2018  DVA Magazine Order Form</p>
<p><b>DGR- Deductible Gift Recipient</b></p>	<p>New Deductible Gift Recipient Category for Community Sheds ATO ACNC Webinar Sept 2020  Meeting the requirements for DGR endorsement Helpsheet Community Sheds  Application for DGR ATO  october_2020_webinar_-_community_sheds_charity_registration_and_dgr</p>
<p><b>Government Job Active Programmes</b>  <a href="https://www.employment.gov.au/work-dole">https://www.employment.gov.au/work-dole</a></p>	<p>Work for the Dole-information for host organisations Feb 2018  Health &amp; Safety for WfD activities-information for host organisations Feb 2018  Work for the Dole-job seeker factsheet Oct 2018  WfD Providers NSW and ACT Jan 2020  WfD Providers Qld/NT Jan 2020  WfD Providers SA Jan 2020  WfD Providers Vic/Tas Jan 2020  WfD Providers WA Jan 2020  Mutual Obligation  Work for the Dole program Factsheet Oct 2018  Work for the Dole Host Handbook August 2019</p>

Category/Folder	Resource
<b>Handbooks, Manuals and Guides</b>	<p>A Guide to the AMSA Website January 2020</p> <p>AMSA Complete Men's Shed Health &amp; Safety Manual Jan 2020</p> <p>AMSA Comprehensive Guide for Committees Feb 2020</p> <p>AMSA Guide for Committees Financial Management Feb 2020</p> <p>AMSA Guide for Committees- Forms and Templates Feb 2020</p> <p>AMSA Guide for Committees Making Meetings Work Feb 2020</p> <p>AMSA Member Men's Shed Handbook 2018</p> <p>AMSA Resource- The ABN, GST Manual January 2020</p> <p>AMSA Resource The Basics of Dust Extraction Manual Feb 2020</p> <p>AMSA Resource- Working with Children and Vulnerable People Manual January 2020</p> <p>AMSA Resource-Men's Shed Strategic Business Planning Manual Dec 2019</p> <p>AMSA's Shed Leader's Handbook 2019</p> <p>Dealing with Dementia in Sheds'- collaboration Alzheimer's Australia-2015</p> <p>Duties Guide not-for-profit committee members Justice Connect</p> <p>Indigenous Men in Men's Sheds Manual 2015</p> <p>Indigenous Men's Health Booklet</p> <p>Membership Committee Position Descriptions Manual January 2020</p> <p>Men's Shed Fundraising Manual Dec 2019</p> <p>Men's Shed Health &amp; Safety Manual Appendices Manual January 2020</p> <p>Men's Shed Health &amp; Safety Safe Use of Equipment Manual Jan 2020</p> <p>New Member Induction Handbook Dec 2019</p> <p>Spanner in the Works? Manual Jan 2020</p> <p>Strategic &amp; Business Planning Workbook Dec 2019</p> <p>Test and Tag in Men's Sheds Manual Feb 2016</p> <p>The Men's Shed Manual Handling Guide Mar 2021</p> <p>The Men's Shed Sponsorship Manual Jan 2020</p> <p>The Men's Shed Gathering and Health Event Manual June 2019</p> <p>Appendice 1. Promotional material</p> <p>Appendice 2. Planning a Men's Shed Gathering</p> <p>Appendices 3. Fuel Card subsidy form</p> <p>The National Shed Development Programme Manual Jan 2020</p>

Category/Folder	Resource
Health	<p><b>AMSA Publications</b></p> <p><a href="https://mensshed.org/wp-content/uploads/2019/06/Spanner-in-the-Works_Booklet_WEB.pdf">https://mensshed.org/wp-content/uploads/2019/06/Spanner-in-the-Works_Booklet_WEB.pdf</a> 2019</p> <p>Spanner in the Works? Manual Jan 2020</p> <p>Spanner Consent Form</p> <p>Shed Spanner Event Registration Form</p> <p>Health Event Registration Form Dec 2019</p> <p>Suicide - 'What do I do? What do I say?'-in partnership with Standby Response Service</p> <p>Dealing with Dementia in Sheds'- collaboration Alzheimer's Australia-2015</p> <p>Indigenous Men's Health Booklet</p> <p>Indigenous Men in Men's Sheds Manual 2015</p> <p>The Men's Shed Gathering and Health Event Manual June 2019</p> <p>Any Mugs BBQ Cookbook Plenty Valley Health and AMSA</p> <p>Health Speakers and Information Contact Guide February 2020</p> <p>AMSA Resource- Health Resources Websites for Men's Sheds Feb 2020</p> <p>AMSA Resource First Aid for Heat-Related Illness Feb 2020</p> <p>AMSA Protocols- The Men's Shed Heat Policy Jan 2020</p> <hr/> <p><b>Arthritis Australia</b></p> <p><a href="https://arthritisaustralia.com.au/get-support/resources/information-sheets/">https://arthritisaustralia.com.au/get-support/resources/information-sheets/</a></p> <p>What is Arthritis</p> <p>Arthritis Australia 10 Steps to Living Well</p> <p>Arthritis Australia Back pain</p> <p>Arthritis Australia Gout</p> <p>Arthritis Australia Booklet Joint Replacement</p> <p>Arthritis Australia Booklet Managing in the Home</p> <p>Arthritis Australia Osteoarthritis</p> <p>Arthritis Australia Rheumatoid Arthritis</p> <p>Back pain Information Sheet</p> <p>Feet &amp; Arthritis Information Sheet</p> <p>Hands &amp; Arthritis Information Sheet</p> <p>Neck pain Information Sheet</p> <p>Osteoarthritis Information Sheet</p> <p>Rheumatoid arthritis Information Sheet</p> <p>Shoulder Pain Information Sheet</p> <p>Tips for Osteoarthritis hip and knee</p>

Category/Folder	Resource
	<p><b>Asthma Australia</b>  <a href="https://www.nationalasthma.org.au/">https://www.nationalasthma.org.au/</a>  My Asthma Guide 2019  Asthma Action Plan 2016  Asthma and Depression  Asthma Basic Facts DL Brochure  Asthma First Aid Poster A4  Asthma Seniors DL Brochure  First Aid Asthma Chart</p>
	<p><b>Beyondblue</b>  <a href="https://www.beyondblue.org.au/get-support/order-printed-information-resources">https://www.beyondblue.org.au/get-support/order-printed-information-resources</a>  Anxiety and Depression Information booklet  Guide to Depression beyondblue  What are my Options information Sheet beyondblue</p>
	<p><b>Cancer Council Australia</b>  <a href="https://www.cancer.org.au/http://www.cancerdirectory.com.au/">https://www.cancer.org.au/http://www.cancerdirectory.com.au/</a>  Comprehensive online directory of Australian cancer/resources published since 2008  Understanding Radiation Therapy 2019  Understanding Mesothelioma 2019  <b>Skin Awareness</b> (checking for skin cancers)  Video + DVD availability to Sheds</p>
	<p><b>Dementia Australia</b>  <a href="https://www.dementia.org.au">https://www.dementia.org.au</a>  Full listing of Resources available from Dementia Australia website  ‘Dealing with Dementia in Sheds’- collaboration AMSA/Dementia Australia</p>
	<p><b>Donate Life-Organ &amp; Tissue Authority</b>  <a href="https://donatelife.gov.au/resources">https://donatelife.gov.au/resources</a>  AODR Medicare 2019 online Registration  AODR Fillable Form  Indigenous - Have a Yarn flyer Donate Life  Indigenous-Discover-the-Facts Donate Life  Second Chance Indigenous Brochure Donate Life</p>

Category/Folder	Resource
	<p><b>Health Direct</b>  <a href="https://www.healthdirect.gov.au/">https://www.healthdirect.gov.au/</a>  Heatstroke  Hot weather and staying cool  Loneliness and Isolation</p>
	<p><b>Healthy Male (formerly Andrology Australia)</b>  <a href="https://www.healthymale.org.au/resources-tools/order-resources">https://www.healthymale.org.au/resources-tools/order-resources</a>  All resources are available at no cost and postage is free within Australia.  A Users Guide  Prostate Enlargement Guide  Testicular Cancer Guide  The Journey Ahead  Healthy male diabetes and reproductive health factsheet 2019  Healthy male prostate cancer diagnosis factsheet 2019  Healthy Male prostate cancer treatment factsheet 2019  Healthy Male prostate enlargement info guide 2019  Healthy Male PSA test factsheet 2019</p>
	<p><b>Heart Foundation</b>  <a href="https://www.heartfoundation.org.au/publications">https://www.heartfoundation.org.au/publications</a>  Managing high blood pressure booklet  Smoking and your heart health  Heart Foundation Koori Cookbook  <b>Recipes</b> <a href="https://www.heartfoundation.org.au/search/%22recipes%22">https://www.heartfoundation.org.au/search/%22recipes%22</a>  <a href="https://shop.heartfoundation.org.au/collections/health">https://shop.heartfoundation.org.au/collections/health</a></p>
	<p><b>Indigenous specific</b>  National immunisation program schedule indigenous 2020  Indigenous Men in Men's Sheds Manual 2015  AMSA Resource- Indigenous Men's Health Booklet  Indigenous Health Infonet January 2020  QUIT Victor poster  What Is Diabetes  What our men need to know about alcohol  <b>RUOK</b> <a href="https://www.ruok.org.au/strongertogether#kit">https://www.ruok.org.au/strongertogether#kit</a>  <b>RUOK</b> Looking Out for Our Mob Conversation Guide  Help sheet-Alzheimers' Disease</p>



Category/Folder	Resource
	<p>Help sheet-What Is Dementia            Help sheet-Diagnosing Dementia            Help sheet-Information For Family And Friends            Help sheet-Aboriginal And Torres Strait Islander People-Memory Changes  <b>Heart Foundation Indigenous specific</b>            - Blood pressure            - Cholesterol            - Coronary Heart Disease            - Heart Attack            - Koori Cookbook            - My-Heart-My-Family-Our-Culture-Depression            - Nutrition            - Obesity            - Physical Activity            - Smoking V2  <b>Vision Australia</b>- Eye trouble- we can help  <b>Donate Life</b> Indigenous - Have a Yarn flyer  <b>Donate Life</b> Indigenous-Discover-the-Facts  <b>Donate Life</b> Second Chance Indigenous Brochure</p>
	<p><b>Melanoma Patients Australia</b>            Melanoma Patients Australia-A-Guide-to-MPA-Services</p>
	<p><b>Mental Health Australia</b> <a href="https://mhaustralia.org/">https://mhaustralia.org/</a>            Be Active for your Mental Health            Mental Health &amp; Coronary Heart Disease</p>
	<p><b>RUOK?</b>  <a href="https://www.ruok.org.au/every-day-resources">https://www.ruok.org.au/every-day-resources</a><a href="https://www.ruok.org.au/community">https://www.ruok.org.au/community</a>  <a href="https://store.ruok.org.au/">https://store.ruok.org.au/</a> -merchandise            RUOK Rural Glovebox Manual Mateship            Looking Out for Our Mob Conversation Guide            RUOK Poster A3            RUOK A3 Poster Steps            RUOK Conversation Flow Chart A4</p>

Category/Folder	Resource
	<p><b>SANE Australia</b>  <a href="https://www.sane.org/">https://www.sane.org/</a>            ‘Ageing Well Guide’: A guide to planning ahead for older people who live with mental illness, family and friends</p> <p><b>St John’s Ambulance Australia</b>            St John NSW DRSABCD Action Plan</p> <p><b>Vision Australia</b>  <a href="https://www.visionaustralia.org/">https://www.visionaustralia.org/</a>  <b>On line store</b>  <a href="https://shop.visionaustralia.org/shop/product/large-print-client-product-catalogue">https://shop.visionaustralia.org/shop/product/large-print-client-product-catalogue</a>            Eye Trouble? We Can Help- vision loss support            Live the Life You Choose            Skills to Support People with Vision Loss            Full listing Vision Australia website brochure list Jan 2020</p>
<p><b>Health &amp; Safety in the Men’s Shed</b></p>	<p>AMSA Complete Men’s Shed Health &amp; Safety Manual Oct 2020 V3            AMSA Resource Assets Register incorporating Test &amp; Tag January 2020            AMSA Resource First Aid for Heat-Related Illness Jan 2020            AMSA Resource Machinery Maintenance Register Dec 2019            AMSA Resource Men's Shed Emergency and Evacuation Plans Feb 2020            AMSA Resource The Basics of Dust Extraction Manual Feb 2020            Appendix 1. Grievance Policy &amp; Procedures            Appendix 2. New Shed Typical Start up Equipment &amp; Tool List            Appendix 3. Risk Assessment Sheet            Appendix 3a. Risk Analysis Thinking Prompts            Appendix 4. Sample Material Safety Data Sheet            Appendix 5. AMSA Men’s Health &amp; Safety Audit Quarterly Checklist            Appendix 6. Safety Signage            Appendix 7. First Aid Register Dec 2016            Basic Hand Tools Use May 2017            Beachmere Men’s Shed Safe Use of Helical Jointer            Electricity Hazard in the Men’s Shed            Equipment Maintenance Checklist-Saws- Feb 2021            Equipment Maintenance Checklist-Thicknesser- Feb 2021            Evacuation Sign template (Qld Fire) Feb 2020            Factsheet Slips and Trips Feb 2020</p>

Category/Folder	Resource
	<p>Food and Kitchen Hygiene Information Sheet January 2020</p> <p>General Safety Rules 2016</p> <p>Guide to Machine Safety Feb 2021</p> <p>Hazardous chemical register template Feb 2020</p> <p>Health &amp; Hygiene Procedures 2020</p> <p>Health &amp; Safety Lockout procedures Feb 2021</p> <p>Induction Policy 2019</p> <p>Information Sheet Airborne contaminants Feb 2020</p> <p>Ladder Safety brochure</p> <p>Ladder safety poster</p> <p>Machinery Competence Checklist for Induction template 2021</p> <p>Men's Shed Accident &amp; Incident Report Dec 2019</p> <p>Men's Shed Health &amp; Hygiene Policy 2020</p> <p>Men's Shed Risk Management Policy Jan 2020</p> <p>Men's Shed Safety Policy Jan 2020</p> <p>Men's Shed Safety Procedures Jan 2020</p> <p>Men's Shed Health &amp; Safety Checklists Dec 2016</p> <p>Men's Shed Health &amp; Safety Manual Appendices Manual January 2020</p> <p>Men's Shed Health &amp; Safety Safe Use of Equipment Manual Jan 2020</p> <p>Mt Gravatt Sharpening Tools Manual May 2021 V1</p> <p>New Member Induction Checklist May 2021</p> <p>New Member Induction Package 2016</p> <p>Safe Handling of Wood and Wood based products April 2018</p> <p>Safe Use of a Mig welder Feb 2020</p> <p>Safe Use of a Mortiser Feb 2020</p> <p>Safe Use of a Nail Gun Feb 2020</p> <p>Safe Use of Band Saw 2016</p> <p>Safe Use of Basic Hand Tool Use</p> <p>Safe Use of Belt Sander And Disc Grinder</p> <p>Safe Use of Bench Router</p> <p>Safe Use of Circular Bench Saw</p> <p>Safe Use of Clamps</p> <p>Safe Use of Cutting Tools for Bolts, Cables and Strapping</p> <p>Safe Use of Drill Press</p> <p>Safe Use of Electric Arc welder Feb 2020</p>

Category/Folder	Resource
	<p>Safe Use of Gear pullers</p> <p>Safe Use of Hand saws</p> <p>Safe Use of Metal Lathe</p> <p>Safe Use of Mini Milling Drilling Machine</p> <p>Safe Use of Mitre Saw</p> <p>Safe Use of Non sparking tools</p> <p>Safe Use of Panbrake Folder Guillotine And Roller</p> <p>Safe Use of Planer Jointer</p> <p>Safe Use of Planer Thicknesser</p> <p>Safe Use of Pliers and wire cutters</p> <p>Safe Use of Push sticks</p> <p>Safe Use of Radial arm saw</p> <p>Safe Use of Sanders Feb 2020</p> <p>Safe Use of Sliding Compound Saw</p> <p>Safe Use of Snips</p> <p>Safe Use of Spanners and Wrenches</p> <p>Safe Use of Spindle Moulder</p> <p>Safe Use of Struck Tools</p> <p>Safe Use of Table saw</p> <p>Safe Use of Table Scroll Saw</p> <p>Safe Use of Vices</p> <p>Safe Use of Wood chisels</p> <p>Safe Use of Wood Lathe</p> <p>Safe Use of Wood Lathe Procedures Feb 2020</p> <p>Safe Use of Woodworking machines general</p> <p>Safety Tips for a Drum Sander Feb 2020</p> <p>Safework Australia Essential Guide WHS For Volunteers</p> <p>Safework Australia Powerpoint Volunteer Resource Kit Presentation</p> <p>Safework Australia Volunteers and Volunteer Organisations Guides</p> <p>Safework Australia Volunteers Handout</p> <p>Safework How Volunteer Organisations Can Comply Factsheet</p> <p>Table of Contents-Complete Health &amp; Safety Manual Jan 2020</p> <p>Tag Test Test &amp; Tag Technical Information</p> <p>Test &amp; Tag Australian Guidelines &amp; Standards 2016</p> <p>Test &amp; Tag Electrical Equipment Register 2016</p>

Category/Folder	Resource
	Test & Tag Test Intervals extract from AS 3760 and Intervals Class of Work Test and Tag in Men's Sheds Manual Feb 2016 The Men's Shed Heat Policy Jan 2020 The Men's Shed Manual Handling Guide Mar 2021 Tuning your Band saw Feb 2020 Understanding Hazardous Chemical Labels Feb 2020 Using an Electric ARC welder Feb 2020
<b>Incorporation State Based</b>	<b>ACT</b> Incorporated associations Guide <b>N.T.</b> Incorporated Associations Guide <b>N.T.</b> Changes to an incorporated associations rules 2018 <b>NSW</b> About Associations Factsheet 2015 NSW Application for Registration of Business Name Form A1 2018 NSW Before incorporating a new Association NSW Calling and holding meetings 2019 NSW Calling and holding meetings NSW Justice Connect 2016 NSW Changes to an organisations constitution or rules 2018 NSW Checklist Meeting new constitution requirements 2018 NSW Closing an Association NSW 2016 NSW DFT Change of Name Form A7 NSW Duties Guide Committee Members Justice Connect 2019 NSW fairtrading.nsw.gov.au-Public officer 2019 NSW fairtrading.nsw.gov.au-Running an Association 2019 NSW fairtrading.nsw.gov.au-Starting an Association 2019 NSW Form-A2-Application for registration of an incorporated Association NSW Form-A6-Application-to-register-change-of-objects-or-constitution NSW Making changes to a constitution or rules NSW Justice Connect 2017 NSW Management Committee Dept of Fair Trading NSW Public Officer NSW Running an Annual General Meetings in NSW Justice Connect <b>Qld</b> Form 1 incorporated Association application 2019 Qld Change of Name Form Qld Changes to an incorporated Associations rules Qld Incorporated Associations Guide <b>SA</b> Changes to an incorporated associations rules SA Incorporated Associations Guide

Category/Folder	Resource
	<p>SA Incorporations change of name  SA Incorporations Application Form  SA Incorporation Form 1 and 2  SA Incorporation Form 1 and 2 Checklist  SA Keeping and accessing documents records and registers  SA Positions in an incorporated Association  SA Public Officer</p> <p><b>Tas</b> Changes to an incorporated Associations rules  Tas An AMSA Resource Incorporation 2016</p> <p><b>Vic</b> Secretary Satchel  Victorian Incorporations Associations</p> <p><b>WA</b> Associations New Laws July 2016  WA Changes to an incorporated Associations rules  WA Guide for Incorporated Associations</p>
<b>Legal</b>	<p>Advance Care Directive Jan 2020  Aboriginal Wills Handbook 2nd Edition 2015  ACT Public Trustee and Guardian Factsheet  COTA Death of a Partner v3 May 2018  Elder Care and Seniors Support ASIC Money Wise 2019  Elder Rights and Abuse Factsheet Sept 2019  Plan Ahead-Brochure NSW Govt  Plan ahead for your future- legal, health, financial brochure NSW Govt  Qld Law Society Estate planning  Taking care of business-Planning Ahead  Wills and Power of Attorney ASIC Money Wise 2019  Your Rights at Retirement 2019 Aust Human Rights Commission</p>
<b>Management Committee and Men's Shed Operations</b>	<p><b>Management Committee and Shed Operations</b>  AMSA Comprehensive Guide for Committees Feb 2020  AMSA Guide for Committees Financial Management Feb 2020  AMSA Guide for Committees Forms and Templates Feb 2020  AMSA Guide for Committees Making Meetings Work Feb 2020  AMSA Resource Men's Shed Plan of Management January 2020  AMSA Suggested New Shed Tools &amp; Equipment  AMSA Update Shed and Committee Details Form Dec 2019 <i>pdf and word</i>  AMSA's Shed Leader's Handbook 2019</p>

Category/Folder	Resource
	<p>Conducting Efficient Meetings in the Men's Shed Dec 2019</p> <p>Crisis Response in the Men's Shed Dec 2019</p> <p>Developing Policies And Procedures</p> <p>Donation of Equipment &amp; Pricing Projects Policy Statement Jan 2020</p> <p>Editing AMSA website Shed profile details May 2021</p> <p>Finding resources through the AMSA website search facility May 2021</p> <p>Good Governance in the Men's Shed January 2020</p> <p>Induction Policy 2019</p> <p>Induction Policy December 2019</p> <p>Information Sheet How to handle dominate people in meetings Feb 2020</p> <p>Information Sheet How to take good meeting minutes Feb 2020</p> <p>Information Sheet How to Tame the Unruly Meeting Feb 2020</p> <p>Information Sheet- Meetings and Amending a Motion Jan 2020</p> <p>Information Sheet Using an Agenda to Produce Better Meetings</p> <p>Membership Committee Position Descriptions Manual January 2020</p> <p>Men's Shed Code of Conduct February 2019</p> <p>Men's Shed Communication and Media Policy Dec 2019</p> <p>Men's Shed Complaints &amp; Grievance Policy January 2020</p> <p>Men's Shed Maintenance Procedures January 2020</p> <p>Men's Shed Management Committee Code of Conduct Jan 2020</p> <p>Men's Shed Marketing January 2020</p> <p>Men's Shed Mission Statement 2019</p> <p>Men's Shed Project Evaluation Policy January 2020</p> <p>Men's Shed Risk Management Policy Jan 2020</p> <p>Men's Shed Succession Planning Policy Statement Jan 2020</p> <p>Men's Sheds Working with Children Policy Jan 2020</p> <p>Men's Shed Committee Meeting Agenda sample 1 Feb 2020</p> <p>Men's Shed Committee Meeting Agenda sample 2 Feb 2020</p> <p>Men's Shed Committee Meeting Minutes template Feb 2020</p> <p>Men's Shed Management Committee Report template Dec 2019</p> <p>Monitoring &amp; Evaluation in the Men's Shed January 2020</p> <p>Reporting &amp; Accountability in the Men's Shed January 2020</p> <p>Seeking Support for your Men's Shed Feb 2019</p> <p>Shed based Grievance Formal Complaints Form Dec 2019</p> <p>Strategic Business Planning in the Men's Shed Policy Jan 2020</p>

Category/Folder	Resource
	<p><b>Financial</b></p> <p>Accounting Source Documents            AMSA Resource What's involved in being a Treasurer January 2020            Authority to Write Cheques December 2019            Budget Template Oct 2019            Damn Good Advice for Treasurers            Financial Management inc. Delegations and Petty Cash Dec 2019            Financial Management- Reimbursement of Expenses Dec 2016            Fraud Risk Management January 2020            Information Sheet Credit Card Controls Feb 2020            Information Sheet Internet Banking Feb 2020            Information Sheet The Men's Shed Treasurer Feb 2020            Men's Shed Budgeting January 2020            Reimbursement of Expenses Form January 2020            Stocktaking December 2016            Stocktaking Record Sheet Dec 2016</p> <p><b>Memorandum of Understanding (MOU)</b></p> <p>What is a Memorandum of Understanding? Jan 2020            Sample Memorandum of Understanding -General Jan 2020            Sample Memorandum of Understanding with External Agency Jan 2020            Sample Memorandum of Understanding Auspicing Agency Jan 2020            Sample Memorandum of Understanding - Special Needs Participants Jan 2020</p> <p><b>Privacy</b> <a href="https://www.oaic.gov.au/privacy/australian-privacy-principles/">https://www.oaic.gov.au/privacy/australian-privacy-principles/</a>            Privacy in the Men's Shed Policy January 2020            Australian Government Privacy Factsheet            Privacy Factsheet 8-10 tips to protect your privacy            Privacy Factsheet 17-Australian privacy principles            Privacy Factsheet 24-How Changes to Privacy Law affect you</p>
<b>Membership</b>	<p>Men's Shed Code of Conduct February 2019            New Member Application Form V2 Dec 2019            New Men's Shed Membership Checklist Dec 2019            Special Needs Participant Checklist Dec 2018            New Member Induction Package 2016</p>



Category/Folder	Resource
	Pastoral Care & Welfare December 2019 Member Induction Health & Safety Policy December 2019 Acceptable Use of Internet December 2019 Drugs & Alcohol December 2019 Equal Opportunity & Discrimination December 2019 Undertaking Private Projects Dec 2019 Harassment December 2019
<b>Men's Shed Funding &amp; Grant Information</b>	AMSA Resource The National Shed Development Programme Manual Jan 2020 Applying for Grants Organisation Details Template Oct 2019 Grant Writing Workshop 2019 Conference NSDP Acknowledgement Guidelines 2019 Qld Govt Grants Booklet Jan 2016 Tasmania- Guidelines Tasmanian Men's Shed Association Grants Program 2019-20 The Men's Shed Grants Handbook Oct 2019 Victorian Men's Sheds Funding Program Guidelines 2019-20 Victorian Men's Sheds Funding Program Frequently Asked Questions 2019-20 WA Lotterywest COVID 19 grant circle WA LotteryWest COVID-19 Relief Fund Implementation Timeline_v5 <a href="https://www.lotterywest.wa.gov.au/grants/grant-opportunities">https://www.lotterywest.wa.gov.au/grants/grant-opportunities</a>
<b>Men's Shed Insurance</b>	Frequently Asked Questions AMSA-Insurance-ERG FAQ-2021 V7 The AMSA Group Insurance Programme
<b>Men's Shed Research</b>	Capacity Building in Indigenous Men's Sheds' Jan 2014 (Griffith & La Trobe University) 'Social Determinants in men's health policy' 'Engaging Men in the health system' Australian Health Review 'Health After the Workplace' Anthony Brown 'Men's learning, Sheds and Wellbeing' Mibbinbah Indigenous Men's Space Pilot 2009-Jack Bulman, Rick Hayes Research that Informs Men's Shed-Based Practice Nov 2011 Prof Barry Golding Men's Shed Literature Update July 2016 'Strengthening Men's Health & Wellbeing through Community Sheds' Men's Sheds in Australia Golding Ultrafeed & beyondblue Men's Shed in Australia Final Executive Report 2013 Ultrafeed & beyondblue Men's Shed in Australia Final Report 2013 Ultrafeed & beyondblue Men's Sheds in Australia Appendices 2013 NSW Govt Dept of Community Services Working Within Aboriginal Communities

Category/Folder	Resource
<b>Resources From Other Men's Sheds</b>	<p>Mt Gravatt Sharpening Tools Manual May 2021 V1            Beachmere Men's Shed Safe Use of Helical Jointer            Sunshine Valley First Aid Station Introductory Article            Sunshine Valley First Aid Station freestanding exam couch            Sunshine Valley First Aid Station pine packing drawing            Sunshine Valley First Aid Station installed cupboard plans            Sunshine Valley First Aid Station wall bed kits            Frankston Men's Shed Recipe book 2017            Bargara Men's Shed Aluminium Can Planes            Kersbrook SA Membership Database Excel 97 2003 workbook            Canterbury Men's Shed NSW Information Pack            AMSA New South Wales Conflict Resolution January 2020            Men's Shed of Bellingham USA Application Form            Whittlesea Men's Shed Vic 'A Beginner's Kitchen' – cooking for 1 or 2 people            Melton Mentoring program</p>
<b>Shed Projects</b>	<p>AMSA Resource- Useful Project websites for Men's Sheds Dec 2016            AMSA Project Sheet Behind the Door Shoe Rack            AMSA Project Sheet Cedar Potting Bench            Attachment 1 Potting Bench Plan            Attachment 2 Potting Bench Cutting List            AMSA Project Sheet Easy Timber Bench            AMSA Project Sheet Classic Wooden Cart            -Wooden Cart materials            -Wooden Cart cutting diagram            -Wooden Cart Cutting List            AMSA Project Sheet Tiered Plant Stand            AMSA Project Sheet Child's Toy and book storage, seat            AMSA Project Sheet Dart Board Cabinet            AMSA Project Sheet Little Library            AMSA Project Sheet Quilt Rack            AMSA Project Sheet Raised Patio Planter            -Raised Patio Planter Cutting List            -Figure A Raised Patio Planter            -Figure B Raised Patio Planter            AMSA Resource Pallet Project Ideas Aug 2020</p>

Category/Folder	Resource
	<p>AMSA Resource Men's Shed Project Ideas Dec 2016</p> <p>Australian owl-nightjar Nesting Box</p> <p>Backyard Buddies Nesting Boxes</p> <p>Bargara Men's Shed Aluminium Can Planes</p> <p>Birdlife Australia Nest Box-technical</p> <p>Building a possum nest box brochure Wildlife Rescue South Coast</p> <p>Crimson Rosella Nest Box</p> <p>Floating Chain Wine Bottle Holder</p> <p>Greater Sydney Local Land Services Wildlife Nesting Boxes</p> <p>How to build a nesting box Cool Australia</p> <p>How to Build a Possum Nest Box Wildlife Victoria</p> <p>How To Make Your Own Vertical Pallet Garden In Three Easy Steps</p> <p>Laughing Kookaburra Nesting Box</p> <p>Nest Boxes - Wildlife Dept of Conservation WA</p> <p>Red-rumped parrot Nest Box</p> <p>State Animal Rescue Services</p> <p>Wildlife Water Feeder</p> <p>AMSA Resource- Men's Shed Project Ideas Manual Dec 2016</p>
<b>Working with Children- State Based</b>	<p><b>NSW</b></p> <p>Working with Children Check Brochure</p> <p>Working with Children Phase in Schedule</p> <p>Working with Children Factsheet Volunteers 2014</p> <p>Working with Children Overview of the Check 2014</p> <p>Working with Children Factsheet How do I Apply 2014</p> <p><b>NT</b></p> <p>Working with Children Booklet</p> <p><b>Qld</b></p> <p>Blue Card System</p> <p>Information Sheet Understanding The Blue Card System</p> <p>Information Sheet Rights And Obligations Of Blue Card Holders</p> <p><b>SA</b></p> <p>Child Protection regulations</p> <p>Child related screening</p> <p><b>Tas</b></p> <p>A Guide to the 3 year Phased In Approach for Child Related Sectors</p>

Category/Folder	Resource
	Do I Need To Register Working With Children
	<b>VIC</b> Working with Children Information Guide
	<b>WA</b> Working with Children Factsheet
	<b>ACT overview</b> - A Guide to Working with Vulnerable People booklet Working with vulnerable people – overview Factsheet
<b>AMSA and MEN'S SHED VIDEOS</b>	
About Men's Sheds – 9 Minute Video	<a href="https://mensshed.org/about-amsa/reports/9-minute-video/">https://mensshed.org/about-amsa/reports/9-minute-video/</a>
About Men's Sheds – 30 second Video	<a href="https://mensshed.org/about-amsa/reports/30-second-video/">https://mensshed.org/about-amsa/reports/30-second-video/</a>
John Paul Young Releases Men's Shed Music Video	<a href="https://mensshed.org/media-release-john-paul-young-releases-mens-shed-music-video/">https://mensshed.org/media-release-john-paul-young-releases-mens-shed-music-video/</a>
AMSA Community Service Ad Sept 2020	<a href="https://mensshed.org/video-new-mens-shed-community-service-announcement/">https://mensshed.org/video-new-mens-shed-community-service-announcement/</a>
How the Shed Wireless was born	<a href="https://mensshed.org/how-the-shed-wireless-was-born-video/">https://mensshed.org/how-the-shed-wireless-was-born-video/</a>
Taking Control of Your Health History with My Health Record	<a href="https://mensshed.org/taking-control-of-your-health-history-with-my-health-record/">https://mensshed.org/taking-control-of-your-health-history-with-my-health-record/</a>
Shed Life at Gosford Community Men's Shed	<a href="https://www.youtube.com/watch?time_continue=13&amp;v=LBAigkW93Hw&amp;feature=emb_logo">https://www.youtube.com/watch?time_continue=13&amp;v=LBAigkW93Hw&amp;feature=emb_logo</a>
Men's Shed Week   Shedders Big Day Out at Safety Beach - Dromana Men's Shed 2019	<a href="https://www.youtube.com/watch?v=eWDMkpNXQkM&amp;feature=emb_logo">https://www.youtube.com/watch?v=eWDMkpNXQkM&amp;feature=emb_logo</a>
Men's Sheds celebrating mates   Men's Shed Week 2018	<a href="https://www.youtube.com/watch?time_continue=5&amp;v=wqQUjQu3rDo&amp;feature=emb_logo">https://www.youtube.com/watch?time_continue=5&amp;v=wqQUjQu3rDo&amp;feature=emb_logo</a>
Celebrating mates at Nepean Men's Shed   Men's Shed Week 2018	<a href="https://www.youtube.com/watch?time_continue=11&amp;v=tXepys9Tajk&amp;feature=emb_logo">https://www.youtube.com/watch?time_continue=11&amp;v=tXepys9Tajk&amp;feature=emb_logo</a>
Chapman Valley Menshed bringing the <i>Shinema</i> to Rural Western Australia	<a href="https://mensshed.org/chapman-valley-menshed-bringing-the-shinema-to-rural-western-australia/">https://mensshed.org/chapman-valley-menshed-bringing-the-shinema-to-rural-western-australia/</a>
Cabot's at Maitland Men's Shed	<a href="https://mensshed.org/about-amsa/reports/cabots-maitland-mens-shed-video/">https://mensshed.org/about-amsa/reports/cabots-maitland-mens-shed-video/</a>
Training Videos	<a href="https://mensshed.org/member-portal/training-videos/">https://mensshed.org/member-portal/training-videos/</a>

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Coolum Men's Shed Song Life Get Amongst It- Willoughby Men's Shed	<a href="https://youtu.be/fFZn3zoMW54">https://youtu.be/fFZn3zoMW54</a> <a href="https://www.youtube.com/watch?v=cB6p5NHehGE">https://www.youtube.com/watch?v=cB6p5NHehGE</a>
The Men's Shed Movement SBS	<a href="https://www.youtube.com/watch?v=c6zvB6GmSE4">https://www.youtube.com/watch?v=c6zvB6GmSE4</a>
Goondiwindi Men's Shed	<a href="https://www.youtube.com/watch?v=KNXqNqXFEQk">https://www.youtube.com/watch?v=KNXqNqXFEQk</a>
Doing Good in Australia Men's Shed-Toowoomba City Men's Shed	<a href="https://www.youtube.com/watch?v=4ukSupKgCko">https://www.youtube.com/watch?v=4ukSupKgCko</a>