

Contact Details:

Phone: 0800 446 829
Fax: 07 847 5883
PO Box 216
Hamilton 3240
info@safetsmart.com

Office Hours:

9am - 4.30pm Mon-Fri

Account Managers:

Kim Dallmeier
Lian Warwick

**Australasia Client
Service Desk Manager:**

Jodhi Warwick
After Hours:
+64 7 847 5886

Accounts:

Susie Easterbrook
Tel: +64 9 915 2532
Fax: +64 9 915 0549

Winter unwind

The winter season is often a wind down period for many industries where production demands ease back and workplaces take the time to service machinery, plant/equipment and to review policies, procedures and up date documentation.

Why not use this down time effectively and save some money on your ACC levies as well? ACC Workplace Safety Discounts are an effective way to save 10% of the work levy for small businesses.

As explained in previous newsletters, this programme is available in the agriculture, construction, fishing, forestry, motor trades, road transport and waste industries.

For more information click on the link below or contact your account manager.

www.acc.co.nz/how-to-pay-less/workplace-safety-discounts

If you are confident that your H&S is up to date and your staff are well informed - then why not try for WSMP? Give us a call on the 0800 number to discuss this further.

Cooler Temperatures

Winter weather poses hazards for everyone no matter where they work. If you work in an office the exposure to colder temperatures is considerably less but for those who work outdoors, the risk for injury and frostbite runs high.

Exposure to cold is not only uncomfortable but can cause life-threatening health conditions. Avoid serious conditions such as frostbite and hypothermia by keeping warm.

- Always wear a hat, hood and/or scarf, as most heat is lost through the head.
- Wear layers, as they provide better insulation and warmth.
- Keep fingertips, earlobes, and noses covered if you work outside.
- Keep clothing dry; if a layer becomes wet, remove it - replace if necessary.

If you are an employer, ensure staff are suitably clothed for cooler conditions. If a uniform is worn, ensure it is appropriate. If you are an employee and the clothing and/or PPE are not appropriate for colder conditions, please advise your supervisor and manager as soon as possible so changes may be made.

What's been happening?

Legislative Changes: Just prior to the election in 2008, the Labour Government agreed to make several changes to the HSE Act based on advice from the DOL, however this was not passed before the change of government. Minister of Labour, Kate Wilkinson, announced in December 2009 that National would accept the changes and also make further changes to the definition of serious harm.

No one (including the Department of Labour) can fully identify what these changes will be, however Ms Wilkinson has identified that all physical injuries where an employee is unable to perform their regular duties for 10 or more days will be considered serious harm. Other permanent injuries are still considered serious harm i.e. loss of consciousness.

Here at Obsidium, we've noticed a worrying trend where some 'lower risk' incidents (cuts and sprains) have *become* serious harm incidents when the employee was unfit to perform their regular duties for 10 or more days. Each incident is judged on a case by case basis by the DOL, so therefore must be reported.

We recommend that employers become more proactive in their injury management to identify quickly whether injuries are likely to become 'serious harm'. Return to work plans should also be in place so that employees with minor injuries can perform some of their regular and/or modified tasks.

With this change in the serious harm definition we suspect that there will be an increase in the number of incidents that will need to be reported to the DOL. If you are unsure if the incident is serious harm, still call the DOL! It's worth being a little embarrassed about calling regarding a minor incident then discovering well after the incident that you should have reported it immediately!

When calling the DOL, keep a record including the name of the person you spoke with, the date, time and details of the conversation. These phone calls are often recorded by the DOL but it is important that you keep a record too. Please remember the DOL staff are people. Most times they will bend over backwards to help you if you are honest and willing to ask for help.

In your H&S manual you will note that Obsidium/SafeTsmart suggest you return any incident (investigation) reports to us within 24 hours of the incident. It seems that now more than ever this procedure should be reviewed, implemented and consistently followed.

The Budget: Further fiscal restraints has meant that some government funding for courses has been cut. Some Health & Safety/Compliance courses may no longer be government funded or subsidised. However, there are still some free courses available. FarmSafe (contracted by ACC) still offer an NZQA approved accreditation for the Agricultural sector. For more info check <http://www.farmsafe.co.nz/our-business/contact-us.aspx>.

In future newsletters we'll provide other institutions where low cost and no cost health & safety courses are available to up skill yourself and your employees. Also check our 'Up and Coming' Events section where we will list additional training and seminar opportunities.

New website for young employees: 'My First Job' is a new website launched on the 31st May 2010. It contains important information for children and youth including pay rates, hours of work, holiday and sick leave. Other information includes who you can contact if you have employer problems etc. My First Job can be found at www.dol.govt.nz/myfirstjob.



Kate Wilkinson
Minister of Labour

Returning to Work

Over the last few weeks the Client Service Desk Staff have attended the National Safeguard Conference in Auckland, and also our local ACC Seminar. Each of these gatherings seemed to cover very similar topics including 'return to work' programmes. Workplace Absenteeism - whether work or non-work injury or illness - is a costly issue across all industries and business sizes. Thankfully ACC has just released a new online guide this month called [Back on the Job](#).

The guide was written to assist with the following:

- To help employees and employers understand what to expect in the return to work process
- To help injured employees understand the return to work process and outline expectations.
- To retain employees and demonstrate that you are a supportive employer.
- To speed up the paperwork so your employee gets help and cover for lost wages as soon as possible.

We would encourage each of you to read, discuss and become familiar with these guidelines. It is important to have a procedure set in place BEFORE it is needed. That way, when a person is injured you will be prepared to deal with it and get them back to work as quickly as possible.

The benefits of getting back to work sooner rather than later are four fold. By returning to work rather than sitting at home, the employee gets closer to full pay (remember, their weekly compensation is less 20% of their full pay), is occupied, back with their work mates and on their way to a faster recovery.

Research has shown that not returning to work after an injury can have the same detrimental health effects as smoking 10 packets of cigarettes a day!

Do your part and get your Return to Work Procedure set in place as soon as possible.

Successful Workplaces

We know that there are many of our clients who are doing a fantastic job and we would like to share those stories with others in the newsletter. Do you have a successful (or maybe not so successful) and interesting story that you would like to share with others - please email and let us know info@safetsmart.com.

Up and Coming Events

- New Zealand Safety Council Meeting (Auckland). **July 1st** @ 5.00pm Manukau City Council Building, Manukau Room. Subject: Risk Management* ~ using the new Risk Standard AS/NZS ISO 31000, 'What does it mean for Safety & Health Professionals?'
- ACC - BOP Construction Safety Group meeting (Scaffolding) Tuesday **6th of July** from 10 am to 12 noon Department of Labour Office 727 Cameron Rd Tauranga
Guest Speaker: Graham Burke - President of Sarnz - Scaffolding and Rigging New Zealand
- NZISM Auckland branch - Presentation from a St John advanced paramedic and a first time first aider dealing with a life threatening situation. All welcome. Tuesday **July 13** 5:30pm-7:00pm
Novotel Hotel Ellerslie, 72-112 Greenlane Rd East, Ellerslie.
- EMA 14th Annual Occupation Health & Safety Conference Thurs. **22 July** 2010. Auckland. To register online www.emaevents.co.nz/ohs. The cost is \$999.00 plus GST for non-members.
- Lost Time Injury (LTI) Online Survey.
The Employers and Manufacturers Association and the NZ Institute of Safety Management are trying to find and describe what employers use as Lost Time Injuries as there is no national definition. This survey will attempt to create some definition around what is currently being used. The survey is open **until the 14th July**. To take part click on the link below.
www.surveymonkey.com/s/KL5PK5Z
- ACC's Discomfort, Pain and Injury (DPI) Programme - **FREE Training** (number shows how many spaces remain)
 - 30 June** - Gisborne - FULL
 - 6 July** - Hamilton - FULL
 - 20 July** - New Plymouth - 17
 - 21 July** - Greymouth - 23
 - 27 July** - Nelson - 18
 - 5 August** - Wellington - FULL
 - 17 August** - Auckland - 4

For more information on training please email ACC at dpi@acc.co.nz



While at the Fieldays we noticed this fantastic sign! If you have any H&S pictures to share that are interesting or fun please send them to us!

Hazard Alerts / Hazard Management Bulletins

To add more value to the newsletter we've decided to add the latest Department of Labour's 'Hazard Alerts / Hazard Management Bulletins' which are reports that provide descriptions of incidents (with some photos) and their causes. Please click on the link below to read and/or print each report. Our advice is to review the incident and ask yourself: Is this applicable to my workplace? If it is then discuss this with your staff and management, approve, implement, evaluate and review all applicable controls and/or procedures.

What is a Hazard Alert or Hazard Management Bulletin?

A Hazard Alert is an immediate message about a serious hazard. It considers facts established early in an investigation. An alert offers interim advice.

A Hazard Management Bulletin is a more detailed message about how to manage the hazard and prevent harm in the future. It is based on information from a full investigation. The advice is more authoritative than a hazard alert.

What's new

- June 2010 – Stacking 1100kg Synthetic Material Super Sacks [html](#) or [pdf](#) [size: 127KB]
- June 2010 – Stem Truck Loading Fatality [html](#) or [pdf](#) [size: 127KB]

<http://osh.dol.govt.nz/order/catalogue/522.shtml>

Latest Publication

During the Fieldays and the Safeguard Conference the Dept. of Labour were encouraging people to read their most recent publication [A principals guide to contracting to meet the Health and Safety in Employment Act 1992](#). This is a new guide that identifies a broad process for building health and safety into contract management. The report was based on a best practice case study of Manukau City Council's procurement arrangements.

There is an increasing push for organisations to become more proactive in their contractor management (contractors or sub-contractors). There is now open discussion across all industries where a principal in the near future may have to use their time and resources to maintain their contractors' health & safety - be it training, documentation etc.

If you engage contractors or sub-contractors you must begin now (if you haven't already) to be vigilant in your contractor management. For more information please review your Health and Safety Manual Part 6 page 12. The contractor induction checklist is also found in part 7, section C. Also, Lian, Kim or Jodhi are only an email or phone call away if you require help or more information.



Department of Labour Consultations

The Department of Labour runs regular consultations on issues that affect New Zealand workplaces. Whether you're a representative from a large company, a self-employed contractor or an interested member of the public, your opinion counts. The DOL is seeking Consultation on the following:

- [Notice of Consultation : Formaldehyde Workplace Exposure Standards](#)
- [Review of immigration policies available to religious workers](#)
- [Notice of Consultation : Methyl Bromide Workplace Exposure Standards](#)
- [Consultation on Regulations for Noise-Induced Hearing Loss](#)

If you would like to make a submission please go to the appropriate link at <http://www.dol.govt.nz/consultation/>