

**North New Zealand Conference**  
**H&S Consultation Process Procedure**



**2017**

## H&S Consultation Process Procedure

### Consultation Statement

This document prescribes the commitment to providing employees and other associated with its ministries and facilities with an arrangement to contribute to decisions that impact on their health, safety and welfare at work, ministries and facilities

Employee and other NNZC venue personnel involvement, at all levels, is critical for ensuring a safe and productive workplace ministry or facility.

Consultation on H&S issues must be meaningful and effective and employee and other NNZC venue personnel contributions valued and taken into account. Consultation will occur when:

- identifying workplace hazards
- the risks associated with NNZC activities and hazards are being assessed
- decisions are made in relation to measures taken to eliminate or control identified risks
- assessment of activity risks are being reviewed
- introducing or altering procedures for monitoring NNZC workplace, ministry or facility risks
- decisions are made in relation to the adequacy of workplace, ministry or facility hygiene facilities, (e.g. toilet, washroom, cafeteria)
- changes are proposed to the work at facility premises, systems of work, plant or substances used at a NNZC site
- decisions are made in relation to consultation procedures, and in any other case prescribed by the law

To this end, NNZC leadership has discussed establishing H&S consultation arrangements with employees and others associated with its ministries and facilities. This will be reviewed subject to discussion and agreement between the parties involved

Where H&S issues cannot be resolved directly or by using the H&S Dispute/Issue Resolution Procedure, external assistance will be sought.

Signed:

Date: