

TOSHA "IN TOUCH"

YOUR INDUSTRIAL UPDATE - Issue: December 2008

Visit our website: www.tosha.co.nz

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Merry Christmas Everyone

and all the VERY BEST for a great and prosperous 2009

May you share a wonderful time with family and friends wherever you are and if holidaying – travel safe with lots of rubber on your tyres.

The TOSHA team also wants to say “thank you” to all its invaluable clients, and it is because of you, TOSHA has posted its best year ever in 19 years of exciting business, people development and growth. This kind of success, ensures we remain strong and will continue to provide our clients and industry at large with high quality services that have been proven to move your business units forward. Our brand promise is – “Changing workplace attitudes to positively affect bottom lines”. We remain for the long haul to support you all.

FROM MANAGEMENT

Our team has worn itself to a frazzle this year and so deserves a break. We will close 23 December and staff begin to return to work as from 5 January through to the 19th. From that date, it is all on and bookings are heavy through into May. Our 2009 Public Training Schedule is at the end of this Christmas Greeting newsletter, and is also on our website.

ACHIEVEMENTS 2008 have been great and just to name a few:

- 100% NZQA Audit without a single corrective action required;
- more unit standard accreditations to meet client and industry demand;
- Auckland office pumping with a significant increase in Public Training availability in Auckland and surrounding regions;
- several new trainers recruited in Auckland to better service that area;
- a first trainer recruited in Christchurch – so celebrations for our South Island clients as this is the beginning of our 3 Year Plan to make more local TOSHA services available in the South Island;
- industrially equipped training venues sourced in differing regions; several new training programmes developed in Safety and Health Management e.g. for Committees, Legislative Overviews (both general and industry specific), machinery, First Line Management;
- new industry related programmes e.g. Healthcare and petrochemical; providing not only Work at Heights and Fall Arrest Systems training but to provide consultancy for designing and constructing Fall Arrest Systems;
- having 3 of the 6 nationally approved EWP (Elevating Work Platform) trainers registered and at the moment are the only provider to deliver NZQA and ITO approved EWP training materials;

- have written Safety and Health training programmes for implementation on the international market; have set up a third training facility for hire in Taranaki;
- engaging an operations manager freeing our MD to personally promote the services available nationally (it has been so hard to find a marketer who understands the diversity of TOSHA services, trainer abilities, NZQA idiosyncrasies, national certificates, can make services decisions on the spot relevant to client needs, and is happy to travel etc). Rae is it and loving the role.
- development of machinery operator handbooks to included signed operator competencies authorisation so managers know at the end of the training day if staff can safely operate the equipment. TOSHA provides a skills level report so managers know who does or does not require additional machine time and/or supervision which protects them against untoward litigation

2008 NZQA U/STD – NEW ACCREDITATIONS

As of November, the following unit standard accreditations have been registered with NZQA:

- Electrical Equipment Testing – US6705
- Elevating Work Platform – US23960, US23961, US23962, US23963, US23964, US23966
- Confined Space Entry (Water Present) – US19207

NEW APPLICATIONS

- Asbestos Awareness US2138

UNIT UNDER REVIEW OR BEING DEVELOPED 2009

- Gas Testing US3058
- Gantry Crane US3800
- Breathing Apparatus

NEW QUALIFICATION – DRAFT

- National Certificate, L5 – Manage Health and safety in the workplace
The content mirrors the UK Programme and has been tweaked for NZ but will fit into doing the UK Diploma exams or an NZQA Certificate.

2008 DEVELOPED TRAINING PROGRAMMES

- Operating Effective Health/Safety Committees
- Legislative Update and Overview
- Healthcare Industry Legislation
- 6 Elevating Work Platform unit standards
- HSNO Refresher Update
- Updated Common Permit to Work (PICWS)
- Safety Observer / Watch
- Emergency Spill and Response
- Health and Safety Workshop (Leading the Way)
- Work at Heights US17600
- Fall Arrest Systems US15757
- Safety Harness / Certification US21969
(if competent, candidates can certify their own site harness equipment)

2008 INDUSTRY TRENDS

- Systems auditing (if you don't know where you are at, how can you plan to achieve your company goals and strategic plans)
- Industry specific training rather than being unit standard driven
- U/stds fitting into client expected training outcomes rather than the reverse
- Clients focusing on training to achieve company goals rather than furnishing staff CVs
- Flexibility in training provision and not "off the shelf" training programmes

HEIGHT SAFETY SERVICES - THOMAS CROFT

1. A free initial site visit to assess client's existing height safety systems. A verbal indication is given on what Phase-1 can do for the client.
2. A height systems audit undertaken with a report giving :
 - assessment of existing system and equipment
 - photos
 - commendations and/or recommendations
3. Taylor-made training programme to accommodate:
 - client needs
 - client activities
 - working environment

Unit Standards training available:

- US15757 Fall Arrest Systems (DOL compliance and approved)
- US17600 Work at Heights
- US21969 Safety Harness Maintenance and Inspection (site certification)

STAFF UPDATE

AUCKLAND BRANCH

Phone: 09 526 5005

Email: stacey.rumball@tosha.co.nz

Central Park Business Centre, Ground Floor, Building 10, 666 Great South Road, Penrose, Auckland

We are thrilled to have Stacey Rumball not just back in NZ but back in TOSHA running our Auckland Branch. Stacey did 5 years with TOSHA before embarking on her OE, marrying and starting a family in Canada – now she is back and performing even better than when she left (which was fantastic) all those years ago.

Stacey has excellent client focus, enthusiasm and drive to ensure Auckland industry and clientele are offered the best training available within the perimeters of what TOSHA offer. She is just as keen to ensure all our new Auckland trainers are given the best service and support. Stacey is strong in systems, admin, and management disciplines and this is required to bring our goal to fruition – offering Auckland industry the best and what they want.

Stacey Writes:

"Having recently rejoined the TOSHA team after 10 years abroad, I wish to advise I have taken the exciting position of Auckland Branch Administrator, and available to assist you with any training, consulting or auditing information or requirements you may have. We have an open door policy and would love to extend an invitation to any of you to visit our office and discuss your training needs with myself or our trainers - appointments are required to ensure availability.

We also wish to advise of our two Public Training courses that run monthly:

- 1. DoL Certificate & F Endorsement Forklift Operator Training; and*
- 2. Elevated Work Platform*

We train all candidates against NZQA Unit Standards whether or not they are requiring credits to be registered, in fact, this goes for all of our courses.

Please remember, our coffee pot is always hot and we would be delighted to meet any of you personally."

AUCKLAND TRAINERS (WILL ALSO TRAIN NATIONALLY) ENGAGED 2008

- Kate Browne – Back Injury Prevention training
- Thomas Croft – Work at Heights, Fall Arrest Systems training and also Fall Arrest Systems consultancy, systems design and implementation, and certified auditing
- Harry Enstrom – Fire Extinguisher and Fire Warden
- Sandra Jamison – Work Station Assessment and Reporting
- Carol Roberts – Work Station Assessment and Reporting
- Bronwyn Green – Safety/Health Management Systems auditing

EXISTING TRAINERS

- Nick Chandler – Electrical Equipment Testing
- Fraser Buchanan – First Line Management
- Phil Brooks – Elevating Work Platform, Truck Mounted Crane, Hiab
- Kevin Wipiiti
 - Asbestos Awareness
 - Hazard Identification Awareness
 - Hazard Identification & Control
 - Hazardous Substances Management in the Workplace
 - Hazardous Substances Compliance – Approved Handler
 - Accident Incident Reporting & Investigation
 - Health & Safety Representative Stage 1
 - Health & Safety Representative Stage 2
 - Contractor Management Selection & Control
 - Safety Observer (Watch)
 - Safety Observation
 - Hazards of a Confined Space Entry
 - Work Permit Receiver
 - Dangerous Goods Transportation Licence Endorsement
 - Dangerous Goods Con/Pack/Loaders
 - Forklift Operator (DOL Cert and F Endorsement)

Other Services

- Auditing - Work ACC WSMP
- Consultancy - Health & Safety Safe Work Management Plans

Safeguard Quote: *"Height safety issues that contributed to a fatal construction site fall, might have been prevented if a site specific safety plan had been prepared according to a District Court judge."*

2008 CHRISTCHURCH TRAINER

- Rhys Kinder – Elevating Work Platform

Existing Trainer - Timaru

- Selwyn Meadows – Driver training and licensing

NEW PLYMOUTH STAFF CHANGES

Ishah Hamzah - We warmly welcome Ishah to TOSHA as our new Training Records Administrator. Ishah has worked in this role before and we are excited about the fresh ideas Ishah brings in ensuring our electronic / website system gives our clients the best and fastest training record information.

Loren McDonald – Has moved from Office Junior to assist Julie Preston with National Public Training administration.

Emily Jackson – Previously our Receptionist, is currently waiting at home for her overdue baby. Will keep you informed.

APOLOGIES:

1. Website sections lockout – we had no idea our Safety and Health section had been locked out and apologise for the issues this caused our clients. Should you notice anything untoward in our website, or wish to comment regard its improvement, we would be delighted to hear from you.
2. Auckland Phone issues following our last newsletter and apologise again for the inconvenience this caused

SNIPPETS

RECENT DOL FINES

Types of fines. We will not be publishing names even though this is public information and comes under that legislative ruling:

- \$45,500 fine, \$17,000 reparation – degloving in unguarded machinery
- \$60,000 fine, \$45,000 reparation – fatality – employee fell 8m through fibrolite roof
- \$22,000 fine, \$10,000 reparation – worker fell from tank rim
- \$60,000 fine, \$15,000 reparation – finger amputation in a conveyer belt
- \$62,000 – fatal electrocution of line worker
- \$25,000 fine, \$75,000 reparation – employee crushed by metal pipe

NEW SERIOUS HARM DEFINITION

The definition of serious harm – one of the cornerstones of the HSE Act – is to be completely rewritten following a DOL consultation exercise which began in April last year. The new definition splits harm into three categories: trauma injury, acute illness or injury, and chronic or serious occupational illness or injury. This is so any instances of harm can be more easily checked and identified that under the current definition.

The definition is critical because employers have explicit duties under the Act to report cases of serious harm (and to preserve the accident scene), and to manage significant hazards which can cause serious harm. Serious harm also helps define the most serious offences under S49 of the Act, and the types of work which employees may refuse to do because it is likely to cause them serious harm.

YOUNG PEOPLE AS CONTRACTORS

Principals will have obligations to young people they engage as contractors similar to those which have long applied to employers, according to new regulations to come into effect in April 2009. The HSE Regulations 1995 have been amended to insert new regulations 58A to 58F, relating to Principals' obligations to young people in parallel to existing regulations 54 to 58 on Employers' obligations to young people. The regulations apply to people under 15, or to people under 16 if the work takes place at night.

DRIVING IS WORK TOO

Work-related driving is coming under the spotlight as the result of a new information sharing initiative that notifies employers when staff receive traffic tickets on the job, and singles out companies with high infringement rates to receive personal visits from the police and ACC. This New joint programme is a way of reminding employers about their obligations under the HSE Act, and of drawing attention to the risks associated with driver fatigue. The focus is because apart from those in the heavy goods transport industry, most people who drove in the course of their jobs had no rules limiting their hours of work.

THE PRESSURE IS OFF

The Health and Safety in Employment (Pressure Equipment, Cranes, and Passenger Ropeways) Amendment Regulations 2008 came into force 16 October 2008. The amendments change the existing regulations to exclude cylinders, which are now covered by different legislation, and certain low hazard pressure containers such as aerosol dispensers and aerosol containers of low volume and low pressure. The amendments also align the definitions of aerosol, aerosol dispenser, cylinder, and water capacity to their definitions in the Hazardous Substances (Compressed Gases) Regulations 2004.

NEW EMPLOYER GUIDE - THE ALCOHOL AND OTHER DRUGS IN THE WORKPLACE

Reducing the impact of alcohol and drugs in the NZ workplace is the aim of a new Guide for Employers. The *Alcohol and Other Drugs in the Workplace – Employers Guide* uses information from the latest research and statistics to illustrate the issues and offer solutions and advice on the development of relevant policies and programmes. The Guide, produced by ACC, *The Alcohol Advisory Council of NZ*, and the *NZ Drug Foundation*, is available at www.acc.co.nz/acc-publications.

NEW DRUG TESTING STANDARDS The new Standard covers all areas of drug-testing programmes, from the collection of specimens to the confirmation of test results, but the biggest change is that on-site testing is now accepted so long as the specified testing conditions have been met. Testing devices must be used, the collector must be trained and accredited by NZQA and that the lab doing the testing must also be accredited.

RECENT RELEASE INFORMATION FROM THE DOL

Click on the link below to access latest releases from Health and Safety, Department of Labour
<http://www.osh.dol.govt.nz/news/whatsnew.shtml>

LINK TO APPROVED CODES OF PRACTICE LIST

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

2008 SUMMARY

On reflection, 2008 called for a lot of auditing meaning industry wants to know where it is at relevant to H/S compliance and this in turn resulted in a higher demand for training. We have recruited 5 new trainers this year to assist with the demand.

All in all 2008 has been an excellent year, in fact, the best ever for TOSHA's 19 years of operation. Many of you are well in gear for 2009 and our bookings through to end April are solid. Some industries out there are hurting and we want to support those affected negatively by the current world economic state, but others are diversing, creating new opportunities and going for it. What you focus on is what you get, so perhaps we need to think outside the square for nothing changes **if** nothing changes.

Last but not least, a huge **“thank you”** to all our invaluable clients for your continued support, and believe us, the pleasure is ours in working alongside you to improve your operations and indeed that “bottom line”. Again, on behalf of the entire TOSHA team including all our wonderful Associates - have a great Christmas, a well deserved break, and we look forward to another record breaking year – 2009.

Rae Sulzberger, MD rae.sulzberger@tosha.co.nz

PUBLIC COURSES 2009 (NP & AUCKLAND)

Please contact us for Registration forms on 0800 4 TOSHA

Look out for your monthly updated Public Course mailout. If you do not receive it and wish to, please contact Julie 06 757 8889 or email julie.preston@tosha.co.nz

Course	Dates	Location	Duration
292 ASBESTOS AWARENESS US2138 L2/1/V Min. 8 / Max 12	20 March	New Plymouth	4 Hours
	28 May	Auckland	
	29 June	New Plymouth	
	16 September	Auckland	
	2 October	New Plymouth	
300 ACCIDENT INVESTIGATION US17601 L4/6cr/V Min 8 / Max 12	12-13 February	New Plymouth	2 Days (16 Hours)
	7-8 April	Auckland	
	29-30 June	New Plymouth	
	5-6 November	New Plymouth	
356 BACK INJURY PREVENTION US17592 L3/4cr/V3 Min. 8 / Max 12	13 February	Auckland	Half Day (4 Hours)
	12 June	New Plymouth	
	12 June	Auckland	
	16 October	Auckland	
200 CLASS 2-5 ENDORSEMENT Min 4 / Max	25-27 February	New Plymouth	2.5 Days (20 Hours) 17 Hours Candidates
	29 April- 1 May	New Plymouth	
	24-25 June	New Plymouth	
	26-28 August	New Plymouth	
	28-30 October	New Plymouth	
	16-18 December	New Plymouth	
301A CONFINED SPACE ENTRY (Hazards of) US18426 L3/4cr/V3 - Min 8 / Max 12	26 February	Auckland	1 Day (8 Hours)
	13 May	New Plymouth	

Theory Based course with practical component	1 October	New Plymouth	
204 DEFENSIVE DRIVING US3465 L2/3cr/V5 US3466 L3/4cr/V5 Min 6 / Max 10	11/12/13 March	Auckland	2.5 Days (16 Hours) 5 Hrs Candidate
	25/26/27 March	New Plymouth	
221 DANGEROUS GOODS LICENCE US16718 L3/5crV3 Min 8 / Max 12	29 January	New Plymouth	1 Day (8 Hours)
	5 March	Auckland	
	11 March	New Plymouth	
	19 May	New Plymouth	
	10 July	New Plymouth	
	28 September	New Plymouth	
	17 November	New Plymouth	
227 ELEVATING WORK PLATFORM - US23960 L3/3crV1 - Scissor Lift US23961 L3/4crV1 - Truck Mounted US23962 L4/5crV1 - Self Propelled Boom US23963 L3/4crV1 - Trailer Mounted US23964 L3/2crV1 - Vertical Lift US23966 L3/2crV1 - Theory Min 5 / Max 10	28 January	Auckland	1 Day (8 Hours) 6 Hours Candidates
	25 February	Auckland	
	23 March	New Plymouth	
	25 March	Auckland	
	29 April	Auckland	
	27 May	Auckland	
	24 June	Auckland	
	29 June	New Plymouth	
	29 July	Auckland	
	26 August	Auckland	
	28 September	New Plymouth	
	30 September	Auckland	
	28 October	Auckland	
	25 November	Auckland	

	7 December	New Plymouth	
	16 December	Auckland	
394 FIRST AID TRAINING US6401 L2/1cr/V3 US6402 L1/1cr/V5 US6403 L3/2cr/V3 Min 6 / Max 10	14-15 January	Auckland	
	31 January	Auckland	
	10-11 February	Auckland	
	28 February	Auckland	
	4-5 March	Auckland	
	21 March	Auckland	
	18 April	Auckland	
	22 April	Auckland	
	9 May	Auckland	
	21 May	Auckland	
	10 June	Auckland	
	27 June	Auckland	
	9 July	Auckland	
	25 July	Auckland	
	5 August	Auckland	
22-29 August	Auckland		
209 FORKLIFT DOL and 'F' ENDORSEMENT CERTIFICATE US10851 L3/7cr/V3 US18496 L3/2cr/V3 Min 6 / Max 10 Revalidation of the above endorsements is also available	2 February	New Plymouth	1 Day (8 Hours) 6 Hours Candidates
	27 February	Auckland	
	23 February	New Plymouth	
	27 March	Auckland	
	24 April	Auckland	
	20 April	New Plymouth	

	11 May	New Plymouth	
	29 May	Auckland	
	8 June	New Plymouth	
	26 June	Auckland	
	6 July	New Plymouth	
	30 July	Auckland	
	3 August	New Plymouth	
	31 August	Auckland	
	31 August	New Plymouth	
	21 September	New Plymouth	
	25 September	Auckland	
	19 October	New Plymouth	
	30 October	Auckland	
	23 November	New Plymouth	
	27 November	Auckland	
	11 December	Auckland	
437 FALL ARREST SYSTEMS 2 Days US15757 L3/4cr/V2 Min 8 / Max 10	26-27 February	New Plymouth	2 Days (16 Hours)
	19-20 March	Auckland	
404 FIRE EXTINGUISHER TRAINING Non Unit Standard Min 10 / Max 14	23 February	New Plymouth	Half Day (4 Hours)
	12 June	New Plymouth	
	21 September	New Plymouth	
	14 December	New Plymouth	
372 HAZARDOUS SUBSTANCES (HSNO) APPROVED HANDLER (HSNO)	12 March	New Plymouth	1 Day (8 Hours)
	23 April	Auckland	
	18 May	New Plymouth	
	29 September	New Plymouth	

	18 November	New Plymouth	
304 HEALTH and SAFETY REP – Stage 1 US20198 L4/8cr/V2 Max 12 Theory Based	3-4 February	Auckland	2 Days (8 Hours)
	12-13 March	New Plymouth	
	11-12 May	New Plymouth	
	8-9 June	Auckland	
	10-11 August	New Plymouth	
	5-6 October	Auckland	
	2-3 November	New Plymouth	
	7-8 December	Auckland	
440H HEALTH & SAFETY LEG FOR HEALTH CARE Non Unit Standard Max 12 Theory Based	25 May	New Plymouth	1 Day (8 Hours)
	5 October	New Plymouth	
	Other date available for sites throughout New Zealand. Please ask if you require this training in your area		
203 PASSENGER ENDORSEMENT US17579 L3/4cr - Min 5 / Max	16-17 March	New Plymouth	2 Day (16 Hours)
	10-11 August	New Plymouth	
	21-22 December	New Plymouth	
396 PRE HOSPITAL EMERGENCY CARE (PHEC) - Min 8 / Max 10 US14470 L4/2cr/V3 US14471 L4/6cr/V3 US14472 L4/2cr/V3 US14473 L4/1cr/V3	On Demand	Auckland	5 Days (40 Hours)
	On Demand	Nationally	
386 STRESS AND TIME MANAGEMENT US12349 L2/3cr/V2 US12355 L2/2cr/V2 Min 8 / Max 12	5 May	Auckland	1 Day (8 Hours)
	13 May	New Plymouth	
	4 September	Auckland	
	2 October	New Plymouth	

205 WHEELS TRACKS & ROLLERS WTR 'W' US16701 L3/3cr/V2, 'R' US16702 L3/3cr/V2 'T' US16703 L3/3cr/V2, Min 8 / Max 12	6 April	New Plymouth	1 Day (8 Hours)
	1 July	New Plymouth	
	12 October	New Plymouth	
441 WORK @ HEIGHTS 17600 L3/3cr/V3 Min 8 / Max 12	27 March	New Plymouth	1 Day (8 Hours)
	27 March	Auckland	
398 WORK PERMIT RECEIVER US17588 L3/4cr/V Min 8 / Max 12	14May	New Plymouth	1 Day (8 Hours)
	8 July	New Plymouth	
	30 September	New Plymouth	
	19 November	New Plymouth	

Public training can be run anywhere in NZ so long as numbers suffice.

NATIONAL CERTIFICATE – OCC HEALTH/SAFETY, LEVEL 3

Expressions of Interest called. If a minimum of 12 candidates are interested in completing this Nat. Cert., TOSHA will commit to running it – a total of 58 credits, U/StdS covered:

- 497 Protect H/S
- 17601 Accident Investigation
- 17588 Work Permit Receiver
- 17602 Haz ID
- 18426 Haz of Confined Spc
- 17595 Contractor Management
- 18408 Fire Wardn
- 17593 Safe Work Practices
- 17600 Work at Heights
- 6401/2 First Aid
- 17596 Safety Observer
- 20645 HSNO Approved Handler
- 20198 H/S Rep

NATIONAL CERTIFICATE – OCC HEALTH/SAFETY, LEVEL 1 AND LEVEL 4 ALSO AVAILABLE

WHO TO CONTACT FOR TOSHA ASSISTANCE?

Margaret Barnett, Julie Preston or Stacey Rumball - Phone 0800 4 TOSHA (0800 4 86742)

Feel Free

to forward this mailer to anyone whom you think it will be of benefit to. We welcome new contacts and all they need do is submit their email address and permission for TOSHA to add them to the recipient's list.

If you wish to subscribe or unsubscribe to this e-newsletter please email
julie.preston@tosha.co.nz

WE APPRECIATE your feedback regarding the value of this Newsletter – Please be frank.
 email your comments to: rae.sulzberger@tosha.co.nz