

FOOD SAFETY AUDITS NOW REQUIRED

All organisations involved in food need to prepare for external audits. We believe that the intention of NZFSA is to introduce the domestic food review and then to trickle down through the levels of hazard or risk assessment progressively.

In relationship to Management Systems, the International Standard is AS ISO 22000 – 2005. This document is absolutely comprehensive in terms of what is needed for management systems to qualify and to achieve a high standard of audit.

We are able to help clients who want to achieve excellence in relationship to the International Standards. A copy of the index can be provided free of charge from our Head Office.

Another NZ Standard document is AS/NZS ISO/IEC 17020:2000 General Criteria for the Operation of Various Types of Bodies Performing Inspection. This document is less awesome, and offers practical guidance for audit standards.



OUTLINES AND TEMPLATES

For small organisations we can offer templates for Occupational Safety at a small outlay for the administrative costs relating to time, photocopying and postage. The same applies for basic outlines for food safety.

In plain language, these are “getting started kits” and do not comprise a full system by any stretch of imagination. We guarantee they will not win in Court.

Consultant Name _____ Telephone/Fax _____ All information in this newsletter is to the best of our knowledge true and accurate. No liability is assumed by the author, or publisher, for any losses suffered by any person relying directly or indirectly upon this newsletter. Please call our Head Office for specialist advice.
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Business Qualifications, Accreditation & Compliance Specialists

**News & views from Summit
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JOB TASK ANALYSIS IS CRITICALLY IMPORTANT AS A DEFENCE

We have come to believe that all employers need to have a one page step-by-step analysis for every machine or hazardous job. We quote extracts of a recent testimonial from a client.

“We had installed a high quality management system which was helpful in proving to the inspectors of OSH DOL that we have a responsible attitude to Occupational Safety and Health.

The most important aspect of the help we received from Summit Systems Ltd was the drafting of statements to be used as a defence, documents to give proof of training and in particular job task analysis (safe operating procedures) for our machinery. These task analyses, which we could not have developed to such a high level by ourselves, are extremely useful staff safety training aids.

In my opinion, without these documents in place, a prosecution would have been followed through as two inspectors were present asking demanding questions and collecting evidence for the purpose of laying of charges. If further information is required I would be happy to answer any telephone queries”.

TRACTORS INVOLVED IN 20% OF NZ FARM DEATHS

Department of Labour chief advisor, health and safety, Mike Cosman recently said that tractor fatalities were all too common. Tractors are involved in about 20 percent of all fatal injuries on farms. In the past six months, the Department has investigated six farming fatalities. None of the victims was wearing a seatbelt.

No ROPS
No seatbelt
No risk?



“Seat belts in tractors are a lifesaver, especially when used in conjunction with a rollover protective structure (ROPS). But a ROPS without a means to keep the driver in the safety zone is next to useless,” Mr Cosman said.

“We would urge all farming families to make it their policy that seat belts are fitted and used in all farm vehicles at all times when there is any risk of an overturn. You wouldn't let your children ride unrestrained in the car so why let your husband or wife run the same risk?

TRAINING SUBSIDIES FROM COMPETENZ FOR MANUFACTURING SECTOR

By letter of 7 June 2006 we have been given approval from Competenz to offer training courses in occupational safety and food processing. You need to contact your local Competenz branch on 0800 275 455 and apply for a training agreement for worker/s. Alternatively, we can supply you with information from our Head Office. We are confident that this arrangement will offer training subsidies to a wide range of clients around NZ.



TRAINING SUBSIDIES FROM INFRATRRAIN (FORMERLY CONTRACTING ITO)

By letter of 23 March 2006 we have been given approval from Infratrtrain to offer training courses in Civil Infrastructure Health Safety and Environment to level 3. The subsidies will be available to a wide range of clients.

You need to contact your local Infratrtrain branch on 0800 486 626 and apply for a training agreement for worker/s. Alternatively, we can supply you with information from our Head Office.

We also expect to be able to provide the Operate Safe Introductory course for the induction and hazard ID training for all workers involved in civil works. This will allow us to compete with Sitesafe (for the first time). We understand that Roading NZ members decided that they would not go along with the monopoly situation offered by Sitesafe.

HEALTH AND DISABILITY 2005 UPDATE

Essential standards for Health and Disability Services are specified by the Ministry of Health and NZ Standards are available. The Standards include the following:

AS/NZS 4187:2003 Cleaning, Disinfecting & Sterilizing Reusable Medical / Surgical Instruments and Equipment, and Maintenance of Associated Environments in Health Care Facilities.

NZS 4304:2004 Management of Healthcare Waste

AS/NZS 4360:2004 Risk Management

SAA/SNZ HB 436:2004 General Guidelines for Risk Management

AS/NZS 4815:2001 Office-based Health Care facilities

NZS 8134:2001 Health and Disability Sector Standards

NZS 8141:2001 Restraint Minimization and Safe Practice

NZS 8142:2000 Infection Control

NZS 8143:2001 National Mental Health Sector Standard

NZS 8151:2004 Accident and Medical Clinics

NZS 8152:2002 Health Records

NZS 8156:2002 Ambulance Service Sector Standard NZS

8157:2003 Alcohol and Other Drug Treatment Sector

NZS 8158:2003 Home and Community Support Sector

SNZ HB 8163:2005 Indicators for Safe Aged Care & Dementia care

NZS 8164:2005 Day-stay Surgery and Procedures

NZS 8165:2005 Rooms/office-based Surgery and Procedures

NZS 8171:2005 Allied Health Services Sector Standard

SNZ PAS 8170:2005 Primary Healthcare Practice Management Systems



HAZARDOUS SUBSTANCES DATABASE CD ROM

NIOSH POCKET GUIDE TO CHEMICAL HAZARDS

The above guide is available on CD Rom and can be sold to new clients for \$36 inclusive GST and to existing clients for \$18 inclusive GST.

The web databases include the following:

1. Immediately Dangerous to Life and Health Concentrations (IDLHs)
2. International Chemical Safety Cards (WHO/IPCS/ILO)
3. NIOSH Manual of Analytical Methods (NMAM)
4. NIOSH Pocket Guide to Chemical Hazards (NPG)
5. OSHA Sampling & Analytical Methods
6. Recommendations for Chemical Protective Clothing
7. Specific Medical Tests Published for OSHA Regulation Substances
8. Toxicologic Review of Selected Chemicals
9. 2000 Emergency Response Guidebook



WORKERS COMPENSATION INSURANCE LTD – BUSINESS TOOL

WCIL is offering franchises and agencies for a top quality business tool that is designed to analyse business systems in a flash and produce a first class definition of where the business is at and where it should be going.

For a short period of time, Summit intends to offer free use of the tool to valued Clients that have taken the initiative to put in place high quality management systems. We think that they should be able to achieve more than 50% on their first audit. The audit covers 50 questions for the *BETTER BUSINESS* tool and 63 questions for the *PROFIT MAXIMISATION* tool.

The comprehensive report produced from use of the tool provides immensely valuable information as to how you can make huge savings in your business. For example, you can learn and implement the 8 methods of tendering so that you can get the best contracts at the best price. We want our clients to have the very best opportunity in the marketplace.



Agencies are to be available in all regions of NZ. If you are interested in an agency, please contact our Head Office. Agents will be able to use the tool under licence and will be paid exceptional fees for each use.