

## FLIERS AVAILABLE FOR TRAINING COURSES

We are pleased to advise that we now have high quality fliers relating to a range of excellent training courses that we offer. They are as follows:

- ✚ Fire Auditing and Fire Warden Training
- ✚ Fall prevention and height training
- ✚ Ergonomics and work stations
- ✚ Food safety - workers and auditors
- ✚ Hazardous substances courses
- ✚ Working on roads and traffic control
- ✚ Employment Relations Education leave
- ✚ Competency Certificate for new workers
- ✚ Confined Spaces courses
- ✚ National Certificates in workplace safety – these include about 150 subjects that we can offer to clients to level 5
- ✚ Infratrain Health, Safety and Environment to level 3
- ✚ Plant Operator tickets



*Business Qualifications, Accreditation & Compliance Specialists*

## News & views from Summit Winter 2007



### PREFERRED SUPPLIER TO RACF

We are pleased to announce that Summit has been appointed as a preferred supplier of Occupational Safety Systems and Training to the Rural and Associated Contractors Federation, of which Summit is a member. Currently, we are the only preferred supplier.

This means that we are able to help a large group of members of the Federation. We have also taken a very active role to help increase its membership and we have been doing this by way of offering new clients (that elect to purchase our main three management systems at once), free membership of the Federation for the first year.

Over the last two years we have grown the membership from about 300 to around 450. Our goal is to have 1000 members and this will be a daunting task as it is not easy to gain new members.

This has been more attainable due to a policy change of the Federation whereby there is a flat subscription instead of a graduated one depending on the annual turnover of the member.

It is common for potential members to think of the Federation as a group of "whingers" who have some agenda to play out. Actually, the members do have an agenda to play out - that is to work for the benefit of its members, plain and simple.

The Federation has been active in pursuing financial benefits for members and currently we can gain discounts in fuel of about 12 cents per litre. As our membership increases, so will the level of discount and my view is that 24 cents a litre should be possible - once we get say 700 members.

In addition, members can gain first class "gold plated" insurance as a much lower rate that they would if dealing through a broker. In other words we have a confidential rate that is not in the public domain.

Consultant Name \_\_\_\_\_  
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## FOOD SAFETY AUTHORITY

Agriculture Minister Jim Anderton and the Minister of State Services Annette King, have announced the separation of the NZ Food Safety Authority from MAF thereby creating a new Public Service Dept administering Food Safety.

The new department will be established on 1 July 2007.



## DERELICTION OF DUTY

If an employee does not turn up for work after two days of unexplained or unnotified absence, the employer has the right to seek termination of the contract. The employer has rights whether there is a signed employment contract or not. The employer must however go through the proper procedure of notification.

A letter must be sent to the last known address of the vagrant employee stating to the effect that there is a breach of agreement and that the position is now being treated as vacated. A replacement appointment is being made forthwith unless the employee can prove immediately that the employee had a legitimate reason for not turning up.



The vagrant employee must be given an opportunity to attend a meeting and to explain the reasons (if there are any) for the vagrancy. It often happens that the employee will create or fabricate reasons for the absence. This means that terminating the employment of vagrant workers is messy and often fraught with difficulties as the current employment laws (31 of them) evidently seem to treat employers in general as lawbreakers and employees in general as lawmakers.

## UNDERSTANDING BUSINESS SYSTEMS

We refer to the international standards and conventions. There are five “fingers” to a proper management system.

1. **Policies for adoption.** There may be five or fifty different policies that relate to the system. A system can be for one of the compliance or environmental matters that needs to be addressed.
2. **Rules or procedures.** E.g. Safety rules; HACCP rules, work instructions etc
3. **Forms for system** implementation and management.
4. **Audit logs or checklists** for monitoring purposes and proof of management.
5. **Agreements** with other parties such as subbies, trades groups etc.

## STOCK REDUCTIONS - SALES

We will be selling surplus stocks of items to Clients or Consultants. They include:

1. yellow jerkins
2. safety goggles
3. big signs
4. drug testers

You are welcome to bid for the above items and we look forward to any inquiries. We suggest that you contact our office for further information.

