



Health and Safety Representative Awards 2022

Nomination guidelines

The Health and Safety Representative Awards acknowledge outstanding work done by health and safety representatives.

This could be demonstrated through specific health, safety or wellbeing initiatives, or leadership and commitment to health and safety, encouraging engagement and development of staff or the organisation.

Each nomination must provide a detailed account of why the nominee has been put forward (as per the nomination form), and be endorsed by a senior manager, union representative or health and safety committee or governance group. There is no limit on nominations per agency.

We recommend that one person coordinate the nominations (ideally a manager responsible for health and safety), and be the point of contact for anyone who wishes to nominate a health and safety representative.

Take time to speak to the nominee's colleagues, manager and business partners, so that the nomination is as detailed as possible. Below you will find examples of what the judging panel is looking for in a successful nomination.

Judging criteria

Below is a list of some of the attributes that previous finalist have been able to demonstrate. However, this is not a final list and there may be other attributes not listed below that the finalist has which makes their nomination outstanding.

Nominations will be required to:

- List individual achievements

- Provide details of health and safety improvements in the workplace implemented by the individual

- Provide evidence of individual high standards/merit.

Commitment and Leadership

Here are some of the ways in which these can be demonstrated:

- Lead/participate in the worker engagement systems and practices on health and safety. For example, taking a leadership role in coordinating and maintaining health and safety committees.

- Represent the interests of workers – being their “voice”.

- Assist with the development of health and safety policies and programs where they are required.

- Encourage others to engage in health and safety and involve co-workers in health and safety issues in the workplace.

- Identify hazards with co-workers and meet with the employer or supervisor to develop solutions. Where applicable, co-ordinate training and development in H&S matters, including undertaking H&S inductions for new employees.

- Communicate regularly with management and line-supervisors.

- Participate in workplace inspections and incident investigations.

- Able to demonstrate improvements of health and safety performance as a result of the nominee's initiatives.

If you have any questions about the nomination process, please contact anita.mcghie-filkins@mpi.govt.nz