

FOR USE BY H&S ADVISORS

- 1) This won't cover a fraction of the costs of my advisory services, how can this be beneficial to businesses and me?

We suggest you use it as an opportunity to promote yourself. It's a good excuse to call your clients within the manufacturing sector and see if it is something which interests them.

- 2) Once I've found a business who are keen to proceed, what should they do next?

We recommend your clients check the information on the ACC website for the subsidy in the first instance. To apply, they will need to download and complete the application form from acc.co.nz/advisory-subsidy, then email it to ACC. Email safety@acc.co.nz. ACC will then confirm their eligibility and they can go ahead and engage your H&S advisory services.

- 3) I've had a call from a manufacturing business out of the blue, which is great. At this stage they don't know specifically what they would want, but they have received preapproval of their eligibility from ACC. It states in the ACC Form that a Health and Safety audit for management systems will not be covered as a part of the subsidy, however this would have been my first course of action.

The intention of this subsidy is to capture implementation and actions of great health and safety work, rather than analysis and audits. Whilst an audit is the next first best step in this case, this would not be covered under the subsidy. The action plan and the improvement actions which would fall out of that plan would however. We suggest you make this very clear to your new client, so that they are aware of what the subsidy will and will not cover.

- 4) How do I get more information on this?

More information about the subsidy is available on the ACC website acc.co.nz/advisory-subsidy. The HASANZ website will also have the subsidy information for their members.

- 5) Can I put the content on my website and circulate it widely throughout my network?

Please do, we want as many people to hear about this as we can.

- 6) How can I become a HASANZ registered professional?

- 7) Please email HASANZ register@hasanz.org.nz

- 8) I've got some questions I want to ask someone. Who do I contact?

If your questions relate to general business about this subsidy, please contact ACC safety@acc.co.nz. If you are a H&S professional and your questions are about joining the HASANZ Register, please email us register@hasanz.org.nz.

FOR USE BY BUSINESS

1. What is ACC trying to achieve with this subsidy?

The aim of the subsidy is to help improve workplace Health and Safety (H&S) performance for small and medium sized businesses in high risk and high claim sectors. This subsidy supports small to medium businesses to access professional H&S advice.

2. Why the manufacturing sector?

Based on ACC claims and WorkSafe injury data the manufacturing sector shows the highest number of injuries with more than a week away from work across all industries. Also, based on ACC data 2018, the manufacturing sector has the highest number of businesses, estimated employee numbers and claims costs, along with the construction sector.

3. What can businesses expect to achieve with the amount of money provided?

The purpose of this subsidy is to give small and medium sized manufacturing businesses a hand and help them accessing qualified H&S advice as they often don't have the capability in house. The subsidy is intended to help with the first or next step in the journey of improving H&S performance. It is not intended to absorb all the costs associated with H&S.

4. Who is HASANZ? What is their role?

HASANZ is a not-for-profit organisation, a representative body for workplace health and safety professions in New Zealand. Their role is to set and lift the professional standards of workplace health and safety practitioners, improving the access to quality advice for business.

5. What is the HASANZ Register?

The HASANZ register is a national, online register of verified workplace health and safety professionals. It is a one stop shop for businesses to find reliable, quality health and safety advice and services across all sectors. To join the HASANZ register, H&S practitioners must meet stringent registration standards and criteria.

6. Why only HASANZ Register people can help?

We want to ensure that customers are receiving reliable and quality H&S advice and advisors that are listed on the HASANZ register have had to meet strict criteria and standards.

7. How can I find a HASANZ-registered professional?

You can find a suitable registered advisor, with experience in your sector, from the online HASANZ Register <https://register.hasanz.org.nz/>

8. What do the HASANZ people cost?

The cost to engage a HASANZ-registered H&S advisor varies per advisor or service contracted. Indicative costs are approximately \$100-\$200 per hour. We recommend you check with your advisor their costs and service offered, prior to contracting their services.

9. What can I use the subsidy for?

The types of services the subsidy can be used for are:

1. Action Plan— The plan should respond to the question: what are we going to do to have better health and safety in this workplace?

An action plan is a documented list of objectives, activities, tasks, timelines, responsibilities and other information that outlines how a H&S gap will be addressed or the overall H&S of a workplace improved.

2. Improvement activity— it should respond to the question: what has the health and safety consultant helped us to implement to improve the health and safety of our workplace?

An improvement activity are the actions and/or tasks that have been implemented to address a gap or improve the overall health and safety of a workplace.

10. How do I find out more?

More information about the subsidy is available on the ACC website acc.co.nz/advisory-subsidy

11. Who can apply?

This subsidy is available for small to medium sized businesses (approx. 6 to 99 employees) in the manufacturing sector, including all the sub-sectors.

12. Is there criteria for what the subsidy can be used for?

Yes, the subsidy is only available to engage the services from a HASANZ-registered advisor to develop an Action Plan and/or to help implement an Improvement Activity.

13. I've just recently undertaken a health and safety action plan, and will you back pay it?

The subsidy is only available from 30 September 2019. If you already have an action plan you may want to engage a H&S advisor to help implement an improvement activity which the subsidy is available for.

14. My business is within the manufacturing sector and other sectors also. How will I know if this is applicable to me?

This subsidy is available for small to medium sized businesses (approximately 6 to 99 employees) in the manufacturing sector, including all the sub-sectors within this sector. To apply, you will need to download and complete the application form acc.co.nz/advisory-subsidy, then email it to ACC at safety@acc.co.nz. ACC will then confirm your eligibility and you can go ahead and engage your H&S advisory services.

15. What if my business is eligible but I can't find the right person on the HASANZ Register? Can I use someone who is not on the Register?

No, a condition of the subsidy is that the H&S advisor must be listed on the HASANZ Register.