



2024 Event Agenda



In partnership with Connexis

9.30am - 2.00pm

Event Date:	21 May 2024
Co-Host Contact:	Karena Mattson 027 742 7744 Karena.mattson@fultonhogan.com
Event Address:	Papamoa Community Centre 15 Gravatt Road Papamoa Tauranga
Event Capacity:	30 Students
PPE Gear Required by attendees:	All attendees will be required to wear closed toe footwear. Long Sleeves, Long Trousers.
PPE Gear Supplied by Co-Host:	HI VIs Vest – Connexis Supply Safety Glasses, hard hats
Connexis Marketing Attendee:	TBC
Connexis CSAM Attendee:	TBC
Connexis SLT Attendee:	TBC
VIP Media Attendee:	TBC
Schools Registered and Attending:	



What does your event look like

A thorough introduction to career pathways and opportunities for young women. A good selection of speakers from a variety of backgrounds such as hiring managers, cadets and grads and covering both field and office staff.

Site visits with opportunity to observe and interact with site activities.

Debrief and celebrate successes/observations of the day.

3 groups of 10 students for rotations.

Time	Activity	Responsible
		Co-Host Connexis
9.30am	Students arrive on site. Meet and hand out lanyards, Hi-Vis Vests Check PPE Gear, Hand out PPE Gear if supplied by Co-Host.	Fulton Hogan Connexis
9.45am	Welcome: Introduction, About, Health & Safety	Fulton Hogan
9.55am	Connexis presentation – introducing Girls with Hi-Vis®	Connexis
10.00am	Hear from Women in industry/company – What they love about their job, how they got into, what they would encourage students to take away from the day. (Three speakers 5 mins each) – grads, cadets and hiring managers) Discussion around career pathways and brochures with info around above speakers / topics.	
10.15am	Break out into activities (depending on size of event students will be broken up into groups Group One: Quarry site visit / tour Group Two: Bitumen plant tour Group Three: Construction site visit	Fulton Hogan
11.00am	ALL Groups: 2 nd Rotation to next area (30mins) Break out into activities (depending on size of event students will be broken up into groups Group One: Bitumen plant tour Group Two: Construction site visit Group Three: Quarry site visit / tour	
11.45am	ALL Groups: 3 rd Rotation to next area (30mins) Break out into activities (depending on size of event students will be broken up into groups Group One: Construction site visit Group Two: Quarry site visit / tour Group Three: Bitumen plant tour	
12.00pm	Lunch GWHV Survey	
12.30pm	What next? Fulton Hogan – talk about job opportunities.	Fulton Hogan



	Apprenticeships, Cadetships, Infrastructure Skills centre earn & learn pathway. Tertiary scholarships & study options. Graduate programme for engineering & surveying students. What success looks like with Fulton Hogan	
12.45pm	Connexis training Pathways	Connexis
1.00pm	Wrap up and Q&A	
1.15pm	Presentations	
2.00pm	Close and students depart	



2024 HEALTH AND SAFETY



Site Location	TBC
Parking (Available on site)	TBC
Event Start Time	9.30am
Event Finish Time	2.00pm
Site Manager (Person meeting students)	Karena
Site H&S Manager (Person in charge of H&S)	Alicia
Site Medical Officer (Person in charge of medical)	Alicia
Medical Centre (Address and phone number of nearest medical Centre)	Dee Street Medical
Site Map	TBC



Identified Risks	Controls (Eliminate, substitute, Isolate, Engineering, Environment, Administration)	Risk Rating After Controls	Person Responsible
Visitors to Site Lack of site/activity risk awareness	<ol style="list-style-type: none"> 1. Visitors on site are to be briefed, upon arrival, of site activities and minimum site/task specific risks and controls. 2. 2. Visitors are to be constantly supervised and monitored for exposure and proximity to site/task hazards and risks. 3. Where applicable stay in vehicles during the tour. 	L	Site Escort/Site Manager
Trip / Falling	<ol style="list-style-type: none"> 1. Visitors shall be protected from tripping or falling through constant supervision and monitoring. 2. 2. Barriers, covers and edge protection will be used in instances there may be a risk 	L	Site Escort/Site Manager
Noise Proximity to plant and machinery operation	<ol style="list-style-type: none"> 1. Visitors will be removed from the immediate vicinity of the source of any plant or machinery noise, where there is an immediate risk of hearing damage. 2. 2. Where this control is unable to be reasonably implemented, visitors must be issued with hearing protection and instructions on its use. 	L	Site Escort/Site Manager
Pedestrian interaction Struck by moving vehicles	<ol style="list-style-type: none"> 1. Visitors shall be issued and wear Hi-Vis Vests 2. Visitors shall be issued and wear hard hats if required. 3. Visitors shall be briefed on exclusion zones around mobile plant. 4. Mobile plant operation shall require the allocation of a spotter 5. Mobile plant movements shall require the allocation of a spotter. 6. Plant exclusion zones shall be established and communicated to visitors. 	M	Site Escort/Site Manager