



2025 Event Agenda

Contract Energy – Stratford - In partnership with Connexis

All events will be hosted at the Host Company’s premises in partnership with Connexis.

Date of Event:	4 June 2025
Time:	9.30am – 2.00pm
Host Company Contact:	Caleb Jasmat caleb.jasmat@contactenergy.co.nz 021 2150622 Lisa Sharrock lisa.sharrock@contactenergy.co.nz
Address of Event:	191 East Road, Stratford
Site Manager:	TBC
Onsite medical Officer:	TBC
Health & safety person on site for the event:	TBC
Medical Centre:	TBC
Event Capacity:	20 Pax max 15 Students, 3 Teachers, 2 Connexis Staff
PPE Gear Required:	Students are to wear Long Sleeve Tops, Long Pants, Closed in Shoes/Footwear. Hair Tied Up. No Crocs
PPE Gear Supplied by Host Company:	Contact Energy will supply Hard Hats, Safety Glasses, Ear Plugs required for tasks. Connexis will supply Hi-Vis Vests
Connexis Customer Service Manager attending:	
Connexis Staff attending:	
What does the event look like:	An introduction to Contact Energy and Industry. A fun active day getting to experience the many roles being worked at the power station. Group Activities, Site Tour, Panel Discussions..
Health & Safety Plan:	TBC

2025 EVENT TEMPLATE
Contact Energy, Stratford
4 June 2025

Time	Activity (Guide Only)	Who's Responsible
9.30am	Students arrive on site. Register Hand out lanyards, Hi-Vis Vests, Check PPE, Hand out PPE Gear if supplied by Host Company. *Light morning tea on arrival if Host Company feels this is important	Contact Energy Connexis
9.45am	Host Company Welcome <i>Introduction, About, Health and Safety for site</i>	Contact Energy
9.55am	Connexis Presentation	Connexis
10.00am	Hear from Women in the Industry / Company What they love about their jobs, their journey to this role, what they would encourage students to take away from the day.	Contact Energy
10.15am	Rotation 1 - Break out into groups to do hands on activities	Contact Energy
	Group one: (Activity / Tour – 30mins)	
	Group two: (Activity / Tour – 30mins)	
	Group three: (Activity / Tour – 30mins)	
11.00am	Rotation 2 - Break out into groups to do hands on activities	Contact Energy
	Group one: (Activity / Tour – 30mins)	
	Group two: (Activity / Tour – 30mins)	
	Group three: (Activity / Tour – 30mins)	
11.45am	Lunch Break Lunch will be supplied by the Host	Contact Energy
12.15pm	Rotation 3 - Break out into groups to do hands on activities	Contact Energy
	Group one: (Activity / Tour – 30mins)	
	Group two: (Activity / Tour – 30mins)	
	Group three: (Activity / Tour – 30mins)	
12.45pm	What Next Explain what roles there are within the industry / their business and how they can go about applying for these. Gateway, Cadetships, Work Experience, Apprenticeships	Contact Energy
1.00pm	Connexis Training Pathways. Gateway and opportunities Survey	Connexis
1.15pm	Wrap up Q&A	Contact Energy
1.30pm	Presentations MVP Award, Group Photo, hand out support packs	Contact Energy Connexis
2.00pm	Close and Students Depart	

2025 RISK ASSESSMENT

The following Risk Assessment and Mitigation Plan (RAMP) relates to the site where the event will take place. The Event risks have been assessed and rated as per the following 3 tables; these ratings have then been applied in the RAMP.

Likelihood – Table 1

Descriptor	Description
<i>Rare</i>	The risk may only occur in exceptional circumstances
<i>Unlikely</i>	The risk could occur at some time
<i>Moderate</i>	The risk will occur at some time
<i>Likely</i>	The risk will occur in most circumstances
<i>Almost certain</i>	The risk is expected to occur in most circumstances

Consequences – Table 2

Descriptor	Description
<i>Minor</i>	First aid treatment only
<i>Moderate</i>	Medical treatment required (paramedic or ambulance)
<i>Major</i>	Extensive injuries
<i>Catastrophic</i>	Fatality

Level of risk – Table 3 (likelihood multiplied by consequences)

Likelihood | Consequences

	<i>Insignificant</i>	<i>Minor</i>	<i>Moderate</i>	<i>Major</i>	<i>Catastrophic</i>
<i>Rare</i>	L	L	M	S	S
<i>Unlikely</i>	L	L	M	S	H
<i>Moderate</i>	L	M	S	H	H
<i>Likely</i>	M	S	S	H	H
<i>Almost certain</i>	M	S	H	H	H

H	High Risk
S	Significant Risk
M	Medium Risk
L	Low Risk

Contact Energy – Stratford
2025 RISK ASSESSMENT to be supplied as separate documents