



2025 Event Agenda

Fulton Hogan – Palmerston North - In partnership with Connexis

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

Date of Event:	11 June 2025
Time:	9.30am - 2.00pm
Host Company Contact:	Mel Beynon mel.beynon@fultonhogan.com 027 242 8330
Address of Event:	153 Richardson Line, Milson, Palmerston North
Site Manager:	TBC
Onsite medical Officer:	TBC
Health & safety person on site for the event:	TBC
Medical Centre:	TBC
Event Capacity:	28 Pax max 24 Students, 3 Teachers, 2 Connexis Staff
PPE Gear Required:	Students are to wear Long Sleeve Tops, Long Pants, Closed in Shoes/Footwear. Warm Clothes. Raincoat/Jacket No Crocs
PPE Gear Supplied by Host Company:	Fulton Hogan will supply PPE Gear required. Connexis will supply Hi-Vis Vests
Connexis Customer Service Manager attending:	
Connexis Staff attending:	
What does the event look like:	Introduction from the Regional Manager. Student will hear from women in industry. What they love about their job, how they got into it, what they would encourage students to take away from the day. Students will take part in activities including traffic set up, digger, loader and maintenance activity. Following lunch, the group will return to onsite activities. Day will wrap up with discussion around what roles, pathways are available and presentations.
Health & Safety Plan:	TBC

2025 EVENT TEMPLATE

Fulton Hogan, Palmerston North - 11 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	Fulton Hogan Connexis
9.45am	Host Company Welcome Introduction, About, Health and Safety for site	Fulton Hogan
9.55am	Connexis Presentation Introducing Girls with Hi-Vis® This is important as it sets the scene about what the event is about.	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.	Fulton Hogan
10.15am	Rotation 1 - Break out into groups to do hands on activities	Fulton Hogan
	Group one: (Digger / Tour)	
	Group two: (Loader / Tour)	
	Group three: (Traffic Set Up / Tour)	
11.00am	Rotation 2 - Break out into groups to do hands on activities	Fulton Hogan
	Group one: (Traffic Set Up / Tour)	
	Group two: (Digger / Tour)	
	Group three: (Loader / Tour)	
11.45am	Lunch Break Lunch is supplied by Host Company	Fulton Hogan
12.15pm	Rotation 3 - Break out into groups to do hands on activities	Fulton Hogan
	Group one: (Loader / Tour)	
	Group two: (Traffic Set Up / Tour)	
	Group three: (Digger / Tour)	
12.45pm	What Next Host Company to explain what roles there are within the industry / their business and how they can go about applying for these. Does the Host Company offer Gateway, Cadetships, Work Experience, Apprenticeships	Fulton Hogan
1.00pm	Connexis Training Pathways. Gateway and opportunities Survey	Connexis
1.15pm	Wrap up Q&A	Fulton Hogan
1.30pm	Presentations MVP Award, Group Photo, hand out support packs	Fulton Hogan 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

**Fulton Hogan – Palmerston North
2025 RISK ASSESSMENT to be supplied**