



## 2025 Event Agenda

### Horizon Networks - Whakatane - In partnership with Connexis

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

<b>Date of Event:</b>	4 June 2025
<b>Time:</b>	9.30am - 2.00pm
<b>Host Company Contact:</b>	Angela Makela   <a href="mailto:angela.makela@horizonnetworks.nz">angela.makela@horizonnetworks.nz</a>   021 725 986
<b>Address of Event:</b>	50 Valley Road, Whakatane
<b>Site Manager:</b>	Angela Makela
<b>Onsite medical Officer:</b>	All staff are first aid trained
<b>Health &amp; safety person on site for the event:</b>	Angela Makela
<b>Medical Centre:</b>	Whakatane Hospital
<b>Event Capacity:</b>	20 Pax max   15 Students, 3 Teachers, 2 Connexis Staff
<b>PPE Gear Required:</b>	Students are to wear Long Sleeve Tops, Long Pants, Closed in Shoes/Footwear. No Crocs
<b>PPE Gear Supplied by Host Company:</b>	Horizon Networks will supply Harness, Overalls, Safety Glasses, Hard Hats and gloves. Connexis will supply Hi-Vis Vests
<b>Connexis Customer Service Manager attending:</b>	
<b>Connexis Staff attending:</b>	
<b>What does the event look like:</b>	To Introduce students to what working in Energy company is like. EWP Operation – A chance to operate and go up in a truck mounted EWP part of this experience will be learning about the PPE required and checks needed prior to working. (Note: this is an outdoor activity) High Voltage Cable Jointing 101 – Experience the world of high voltage cable jointing. Using a heat shrinking methods to terminate cable. Each stage of preparation will be on display, with hands on exposure using tools and equipment for the job. Crane Operation – How to maneuver a crane with remote controls.
<b>Health &amp; Safety Plan:</b>	Supplied as a separate Document

## 2025 EVENT TEMPLATE – Horizon Networks - Whakatane 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	Horizon Networks   Connexis
9.45am	Host Company Welcome <i>Introduction, About, Health and Safety for site</i>	Horizon Networks
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.	Horizon Networks
10.15am	<b>Rotation 1</b> - Break out into groups to do hands on activities	Horizon Networks
	Group one: (Cable Jointing)	
	Group two: (Crane Operation)	
	Group three: (EWP Experience)	
11.00am	<b>Rotation 2</b> - Break out into groups to do hands on activities	Horizon Networks
	Group one: (Crane Operation)	
	Group two: (EWP Experience)	
	Group three: (Cable Jointing)	
11.45am	<b>Lunch Break</b> <b>Lunch will be supplied by the Host</b>	Horizon Networks
12.15pm	<b>Rotation 3</b> - Break out into groups to do hands on activities	Horizon Networks
	Group one: (EWP Experience)	
	Group two: (Cable Jointing)	
	Group three: (Crane Operation)	
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	Horizon Networks
1.00pm	Connexis Training Pathways. Gateway and opportunities Survey	Connexis
1.15pm	Wrap up Q&A	Horizon Networks
1.30pm	Presentations MVP Award, Group Photo, hand out support packs	Horizon Networks   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

**Horizon Networks - Whakatane**  
**2025 RISK ASSESSMENT is provided in separate documents**