



2025 Event Agenda

JOHN FILLMORE CONTRACTING LTD (JFC) - 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:	Lucy Culleton lucy.culleton@jfc ltd.co.nz 021 420 115 Jonathan Pulman Jonathan.pulman@jfc ltd.co.nz 021 512 289
Address of Event:	18 Creamery Road, Manger Bridge, Auckland
Site Manager:	Lucy Culleton – Event Co-Ordinator
Onsite medical Officer:	Jennifer Murray – 021 420 809 Washif Khan – 021 420 623
Health & safety person on site for the event:	Anisha Tooley
Medical Centre:	Cornwall Medical Centre, 09 625 31440, 790 Manukau Road, Royal Oak
Event Capacity:	17 Pax max 12 Students, 3 teachers, 2 Connexis Staff
PPE Gear Required:	Students are to wear Long Sleeve Tops, Long Pants, Closed in Shoes/Footwear. No Crocs
PPE Gear Supplied by Host Company:	John Fillmore Contracting Ltd will supply Safety Gumboots, Hard hats, Safety Eye Protection and working gloves during activities. Connexis will supply Hi-Vis Vests
Connexis Customer Service Manager attending:	
Connexis Staff attending:	
What does the event look like:	<p>Come and join the John Fillmore Contracting (JFC) team, at our Transport Yard based out in Mangere Bridge. Our Transport Yard is the home of JFC's large trucks, mobile plant, and small tools. All lead by the JFC Transport General Manager and her team that manage the distribution and allocation of all Truck Drivers, all vehicles and all equipment across the various JFC sites.</p> <p>You will hear journeys of our wāhine leaders, who project manage, engineer, construct and oversee the many projects that are currently underway. Giving insight into their roles, pathways and how they contribute to the success of our sites.</p> <p>JFC's best instructors will get you hands on experience operating mobile plant and with the tools of the trade and understanding the precautions taken to ensure high quality results and safety in practice. We look forward to welcoming you into a world of opportunities in the Civil industry at one of our important JFC locations.</p>
Health & Safety Plan:	Attached as a separate document

2025 EVENT TEMPLATE – JOHN FILLMORE CONTRACTING LTD

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	JFC Connexis
9.45am	Host Company Welcome <i>Introduction, About, Health and Safety for site</i>	JFC
9.55am	Connexis Presentation <i>Introducing Girls with Hi-Vis® This is important as it sets the scene about what the event is about.</i>	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.	JFC
10.15am	Rotation 1 - Break out into groups to do hands on activities	JFC
	Group one:	
	Group two:	
	Group three:	
11.00am	Rotation 2 - Break out into groups to do hands on activities	JFC
	Group one:	
	Group two:	
	Group three:	
11.45am	Lunch Break	JFC
12.15pm	Rotation 3 - Break out into groups to do hands on activities	JFC
	Group one:	
	Group two:	
	Group three:	
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.	JFC
1.00pm	Connexis Training Pathways. Gateway and opportunities - Survey	Connexis
1.15pm	Wrap up Q&A	JFC
1.30pm	Presentations - MVP Award, Group Photo, hand out support packs	JFC 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

**JFC 2025 RISK ASSESSMENT AND SITE MAP ARE ATTACHED AS
SEPARATE DOCUMENTS**