



2025 Event Agenda

WEL Networks – Hamilton - In partnership with Connexis

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

| | |
|--|---|
| Date of Event: | 10 June 2025 |
| Time: | 9.30am – 2.00pm |
| Host Company Contact: | Kayleen von Keisenberg kayleen.vonkeisenberg@wel.co.nz 021 2405972 |
| Address of Event: | 114 Maui Street, Te Rapa, Hamilton |
| Site Manager: | Kayleen von Keisenberg |
| Onsite medical Officer: | All staff have first aid qualification |
| Health & safety person on site for the event: | Robert Parton, Judy Lee, Kat Smythe |
| Medical Centre: | Northcare |
| Event Capacity: | 30 Pax max 25 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: | WEL Networks will supply any PPE required for tasks. Connexis will supply Hi-Vis Vests |
| Connexis Customer Service Manager attending: | |
| Connexis Staff attending: | |
| What does the event look like: | We will host the students in a range of activities. They can go up in a bucket truck and learn a bit about what a line mechanic does. We will give them an opportunity to do some cable jointing – with the fire. We will show them the control room and introduce to the latest initiatives in our energy industry through the eyes of young female engineers. |
| Health & Safety Plan: | Attached as separate documents |

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

WEL Networks – Hamilton
2025 RISK ASSESSMENT is provided in separate documents