



NOMINATIONS for
Health & Safety Representatives
For the Health and Safety Action Teams

Are you....

1. **Passionate about improving workers' health and safety?**
2. **Passionate to promote and represent the health and safety interests of your workmates at your local Health and Safety Action Team (HSAT)?**
3. **Passionate about increasing your skills by doing Health and Safety Rep training and learning about the new Health and Safety legislation?**

All employees have a role to play in identifying and resolving health and safety issues in the workplace because employees have first-hand knowledge of the hazards they and other workers face. Your knowledge and participation for keeping the workplace safe is **VITAL!**

H&S reps have paid time and resources to carry out the functions of the role, this includes rostered time to attend HSAT committee meetings and fulfill Representative tasks.





The Health and Safety Representative Election process

Step 1

The site KiwiRail (KR) Manager and the RMTU Branch Secretary meet and agree on what areas require representation on the Health and Safety Action Team e.g. Freight Operations = Loco Eng/Yard Staff/Admin etc. The RMTU Branch Secretary and KR Manager will list the designated work areas that require H&S Representation to the H&S Rep nomination form.

Note this is also an opportunity to review the HSAT configuration and merge or reconfigure groupings where safety benefits can be gained.

Step 2

Nomination forms are distributed. Once nominations are in they are jointly counted by the KR Manager and RMTU Rep. The RMTU Branch (in consultation with the KR Manager) may call for nominations during a meeting of the members such as an AGM if there is such a meeting that coincides with the election timeframes. Nominations will be received within a defined period (usually being 2 weeks)

Step 3

If only 1 nominee is received to represent an area he/she is awarded the position if endorsed by the employees and or the local Branch Executive of the RMTU. If not endorsed more nominations are to be called for.

Step 4

If more than 1 person is nominated for an area then elections are held for nominated candidates. Only the persons working in that area can vote for their nominated candidate



NOMINATION FORM FOR HEALTH & SAFETY ACTION TEAM 2015

I **NOMINATE**.....
(Print Name of nominator clearly) (Print name of nominee clearly)

As the

HEATH AND SAFETY REPRESENTATIVE

(Insert the type of work and/or place of work)

For the

.....
(Print Clearly which Health and Safety Action Team is Being Nominated For)

Nominator Signature.....

IACCEPT nomination for the above position and pledge to pro-actively represent the health and safety interests and concerns of the employees I represent and work in good faith with KiwiRail Management to uphold a healthy and safe work environment.

Nominee Signature:.....

CLOSING DATE FOR NOMINATION IS:

30 October 2015

Nomination forms must be forwarded to the RMTU Branch Returning Officer or deposited in the Health and Safety nomination/election ballot box.

Insert contact details for RMTU Branch Returning Officer



Scrutineer Initials:



Ballot Paper Number:

ELECTION OF

Health and Safety Representative for

.....(position on HSAT)

POSITION DESCRIPTION:

If you are employed by KiwiRail in then you are eligible to vote for a nominated candidate.

TO VOTE: PLEASE indicate your preference by marking your choice with a tick ✓

Candidate A	
Candidate B	

Ballot papers MUST be returned in the envelope provided no later than

THE RMTU BRANCH RETURNING OFFICER or deposited in the Health and Safety nomination/election ballot box.