



CONNEXIS
INFRASTRUCTURE TRAINING



2025 Event Agenda

Tairawhiti Contractors – Ruatoria - In partnership with Connexis

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

Date of Event:	18 June 2025
Time:	9.00am - 2.00pm
Host Company Contact:	Kat Kaiwai admin@t-c.co.nz 06 8648 121 Manaia Whangapirita-Bishop
Address of Event:	Whakarua Park, Ruatoria
Site Manager:	Kat Kaiwai/Manaia Whangapirita-Bishop
Onsite medical Officer:	Maia Johnson
Health & safety person on site for the event:	Pourewa Sidney
Medical Centre:	Ruatoria Health centre, 1 Tuparoa Road Ruatoria 4032 06 864 8316
Event Capacity:	60 Pax max 50 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:	Tairawhiti Contractors 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:	Women in Hi-Vis speakers will speak about their journey <ul style="list-style-type: none"> • Students will be split out into working groups and will be rotated throughout the day • Spot prizes • Certificates will be handed out at the end of the day • Food will be provided
Health & Safety Plan:	Supplied as separate documents

2025 EVENT TEMPLATE
Tairawhiti Contractors – Ruatoria
18 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	Tairawhiti Contractors Connexis
9.45am	Host Company Welcome Introduction, About, Health and Safety for site	Tairawhiti Contractors
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.	Tairawhiti Contractors
10.15am	Rotation 1 - Break out into groups to do hands on activities	Tairawhiti Contractors
	Group one: (TBC)	
	Group two: (TBC)	
	Group three: (TBC)	
11.00am	Rotation 2 - Break out into groups to do hands on activities	Tairawhiti Contractors
	Group one: (TBC)	
	Group two: (TBC)	
	Group three: (TBC)	
11.45am	Lunch Break Lunch is supplied by Host Company	Tairawhiti Contractors
12.15pm	Rotation 3 - Break out into groups to do hands on activities	Tairawhiti Contractors
	Group one (TBC)	
	Group two: (TBC)	
	Group three: (TBC)	
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	Tairawhiti Contractors
1.00pm	Connexis Training Pathways. Gateway and opportunities Survey	Connexis
1.15pm	Wrap up Q&A	Tairawhiti Contractors
1.30pm	Presentations MVP Award, Group Photo, hand out support packs	Tairawhiti Contractors 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

Tairawhiti Contractors - Ruatoria 2025 RISK ASSESSMENT

Identified Risks	Controls (Eliminate, substitute, Isolate, Engineering, Environment, Administration)	Risk Rating after Controls	Person Responsible
Slips, trips and falls	<ol style="list-style-type: none"> 1. Clear walkways – ensure pathways are free from any obstacles. 2. Site inspection – conduct a pre-event walk-through to identify any hazards. 3. Appropriate footwear – Require attendees to wear closed-toe shoes with good grip. 	L	Site Escort/Site Manager/Host
Weather	<ol style="list-style-type: none"> 1. Weather contingency Plan – Have a backup indoor location. 2. Sun protection – Encourage sunscreen and hydration breaks. 3. Wet weather gear – Advise attendees to bring rain coats if rain is expected. 	L	Site Escort/Site Manager/Host
Heavy Machinery & Equipment	<ol style="list-style-type: none"> 1. No-Go zones – Set up barriers around machinery and hazardous areas. 2. Supervised Demonstrations – If showcasing equipment, ensure only trained operators handle them. 	L	Site Escort/Site Manager/Host