This is the first in a series of toolbox talks produced for signatories of the Canterbury Safety Charter. They’re aimed at helping your workers participate in health and safety on site. Use them as a template, or a starting point for a discussion.

Who's heard of the Safety Charter?
To start the toolbox talk, ask everyone to raise their hands if they’ve heard about the Safety Charter, even just in passing. Ask them what they know about it.

What does it involve?
The Charter was launched in July 2013 to make sure everyone who works in construction in Canterbury comes home safe and healthy every night. It's an agreement on health and safety between more than 370 organisations.

If you have access to a mobile device on site, ask everyone to watch this short video on the Safety Charter website www.safetycharter.org.nz

A senior leader from our organisation has publicly committed our organisation to the Safety Charter.

This means our organisation will meet or work towards the Charter’s ten commitments and detailed actions.

Why we're involved?
Signatories to the Charter range from small companies to large construction firms and from government organisations to NGOs.

You may want to talk specifically about why your organisation has signed the Safety Charter and why it is important to you.
The ten commitments and actions
Each signatory commits to meet or work towards the ten commitments and actions. We’ll go through each of these now, and I would like us to have a brief discussion on each one about how this organisation is performing in these areas.

1. Our leaders demonstrate a visible commitment to health and safety
2. We have systems in place to encourage and support worker engagement in health and safety
3. We have robust, proactive, and accurate health and safety reporting
4. We design, manufacture and procure with regard to risk to the end user
5. All critical risk activities are identified, managed and mitigated
6. We identify, assess, manage and communicate all risks on site
7. Everyone is made aware of risks so they can look after themselves and keep others safe
8. All our workers receive health and safety training
9. The safety of workers isn’t compromised by anyone under the influence of drugs, alcohol or fatigue
10. We actively promote the health and wellbeing of workers.

What are the benefits of signing the Safety Charter?
• Improving the health, safety and wellbeing of your workforce, your colleagues and the industry as a whole
• Support from industry colleagues and the Safety Charter Board and Working Groups to help improve your organisation’s health and safety
• Access to the online Charter tools
• Practical ideas, case studies and lessons to help your company and sub-contractors
• Access to Safety Charter events on topical health and safety issues, key speakers and players in the industry
• Guidance notes, fact sheets and toolbox talks to help improve your Charter performance – as well as access to a members’ area on the website
• Making a public commitment to health and safety
• Support from the Charter Officer who will run Charter inductions and engage with workers about the Charter, and health and safety.

Where do we get more information?
Resources such as these toolbox talks, posters, fact sheets and other material are available on the website – www.safetycharter.org.nz under Improve Health and Safety.
Print out the Safety Charter monthly newsletters and pin them onto noticeboards on site for people to read regularly.
Encourage your workers to attend Safety Charter events and practical sessions on keeping themselves and others healthy and safe.
To sign up to the newsletter and be invited to events email: info@safetycharter.org.nz

Employee issues raised:

Date to be resolved by: