

Health & Safety – Directors Responsibilities

A result of the key findings and recommendations in the final report of the Royal Commission on the Pike River Coal Mine Tragedy, a guideline was developed by the Ministry of Business, Innovation and Employment (MBIE) and the Institute of Directors in New Zealand to provide advice on health and safety governance. Below is a Health and Safety Checklist for Company Directors developed from that guideline. Health and Safety Representatives are part of the process to provide directors with safety-related information to assist in achieving workplace safety.

Director Health and Safety Checklist

- How do the board and all directors demonstrate their commitment to health and safety?
- How do you involve the organisation's workers in health and safety? Do they feel able to express any concerns?
- How do you ensure that your organisation's health and safety targets are challenging, realistic and aren't creating unintended consequences?
- What data is the board receiving on health and safety? Is this sufficient?
- How do you ensure all staff are competent and adequately trained in their health and safety responsibilities and accountabilities?
- Does the organisation have sufficient resources (people, equipment, systems and budget) for its health and safety programme?
- Does the organisation have a schedule of audits and reviews to ensure the health and safety management system is fit for purpose?
- How do you ensure that actions identified in incident reports, audits and reviews are communicated and effectively implemented?
- How do you ensure that the organisation's risks are assessed and appropriate mitigation measures put in place?
- How connected are you to what happens at the organisation's work sites? What measures are in place to inform you?
- Does the organisation have policies and processes in place to ensure contractors used by the organisation have satisfactory health and safety standards?
- How does your organisation's performance compare with other comparable organisations and how do you know?
- How do you recognise and celebrate success?