



Tyrewise

## Tyrewise health & safety responsibilities

Manaaki tangata – keeping people safe

3R Group Limited is contracted to Auto Stewardship New Zealand to provide the scheme delivery management services for Tyrewise, the regulated product stewardship scheme for managing end of life tyres.

The scheme manager needs to visit other business locations where tyres are sold, end of life tyres are stored, and tyres are collected by a transport operator and delivered to a processor. As well as Tyrewise representatives, this could also include a tyre collector contracted to pick up and remove tyres from your site.

This means that we need to work together to share health and safety duties for our people, or people we contract work to, with you.

Practically, this means that visitors to your site know where to identify any current hazards and who to contact if they have any health and safety questions of concerns.

Under the Health, Safety & Wellbeing at Work Act, persons conducting business undertakings (PCBUs) must consult, cooperate, and coordinate with other PCBUs when they are working in a shared workplace or working as part of a contracting chain.

Our Tyrewise representatives will be asking you if they can sight and take a photographic/photocopy record of what you have available such as:

- Your Health and Safety Policy
- Your site hazard board
- Any health and safety information specific to your site access
- For processors of end-of-life tyres, your Health & Safety Plan

**We are required to record this information as part of your registration with Tyrewise, and to regularly review it. These records can also be made available to the regulator, Ministry for the Environment upon request.**

If you don't have sufficient information available to us, we will talk you through what is required. In the meantime, here are some useful links and resources we recommend you take advantage of.

- <https://www.worksafe.govt.nz/the-toolshed/tools/writing-health-and-safety-documents-for-your-workplace/>
- Workplace wellbeing policy builder (Ministry of Business, Employment and Innovation) <https://wpb.business.govt.nz/workplacepolicybuilder/startscreen>

Other sites we have found useful are:

<https://www.sitesafe.org.nz/products-and-services/health/>

<https://community.net.nz/resources/community-resource-kit/important-policies/#health-and-safety>

<https://sportnz.org.nz/media/2454/health-and-safety-manual-practice-templates-and-procedures-2018.docx>

<https://www.business.govt.nz/risks-and-operations/health-and-safety/health-and-safety-basics/>

*Information Record for Tyrewise Field Representatives to leave with participants who may not have a H&S policy or hazard board and need to know where to access information.*