

# INFORMATION SHEET

January 2004

## Nga Whakarereketanga ki Te Ture moo Te Hauora me Te Aarai Aituaa I Te Waahi Mahi 1992

(Key Changes to the Health & Safety in Employment Act 1992)

### Nga Tuuao Maori – Maori Volunteers

*‘Nau te rourou, Naku te rourou, Kia ora ai nga iwi katoa’  
('With your basket and my basket, our knowledge will enrich our whanau!)*

#### Health and safety in the workplace

- The HSE Act aims to promote the health & safety of everyone whether you are at work or near places of work.
- To achieve this, the Act requires that all people ensure not only their own safety, but also that of others.
- This places new duties on people who use volunteers to ensure that those volunteers are safe while doing that work.

#### What is a Volunteer?

A **Volunteer** is any person who works for the Trust, Runanga, Maori Organisations/Businesses, Marae-based Education & Training or other businesses, **and**, who **does not** expect or receive payment or material reward for the voluntary work that they do.

There are 2 categories of Volunteers, and whatever category they fall into, **Volunteers have coverage under the Act**

#### CATEGORY 'A'

- They help with fundraising activities
- They help with kapa haka, sports & recreation activities for Maori events, sports or recreation clubs, kohanga reo, kura kaupapa, wananga or other educational groups
- They assist in any other educational activities off-site eg. School trips/outings/visits

#### CATEGORY 'B'

- You as the employer or self-employed person have approved the voluntary work, **and**
- The voluntary work to be done, is the same or similar work to what a paid worker does, **and**
- The work is regular & ongoing, **and**
- The work is an important contribution to your business activity

#### WHICH CATEGORY OF VOLUNTEERS DO YOU HAVE?

If your volunteers fall into this category, then you have a general duty of care, to make sure that these Tuuao Maori are safe doing this voluntary mahi for you.

If your volunteer falls into this category, then you, as an employer or self-employed person/s, **MUST treat & manage** them, the hazards, all work/tasks that they do, and the workplaces that they work in, **as if they were your paid workers.**

#### ‘Mana Tangata; Mana Whenua; Mana Wairua’

*(A people making decisions for themselves, their own resources; with their own self esteem & spiritual identity)*

**Does your Marae use volunteers?**

**Do you know your responsibilities to volunteers?**

**Are you a volunteer for your Marae?**

Marae will continue to do what they have always done and that is to look after all people who enter their grounds. For volunteers, Marae will achieve this by making sure that:

#### What is it Marae have to do?

- the mahi volunteers do is done as safely as possible,
- any equipment or machinery that volunteers use is safe for that use,
- volunteers understand how the work is to be done as safely as possible, not only for themselves but also for others nearby and,
- they have a plan in place to deal with any emergencies that may happen.

#### ‘Kare he take, na tau mahi ka mate koe’

*(No job is worth dying for)*