

ACC Workplace Safety Management Practices



This certifies that



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Head of Workplace Safety
ACC*

Maintaining your Workplace Safety Management Practices

To continue your membership in Workplace Safety Management Practices (WSMP) you'll need to do the following:

- Perform an annual self-assessment. Critical element 2.5 of the WSMP programme audit standards means you need to complete a self-assessment of your workplace each year. An annual self-assessment will provide you and us with the confidence that the audit standards are being met and maintained.
- Let us know right away if there are any changes in your organisation. This includes any change in the ownership, financial control, Inland Revenue numbers, amalgamations, and purchase or sale of going concerns. We need to know because these changes may affect your eligibility to receive a Workplace Safety Management Practices discount. Please send these changes to us at: ACC Workplace Safety Management Practices, PO BOX 242, Wellington 6140 or email wsm@acc.co.nz

ACC may also ask to have your workplace re-audited if:

- there has been a fatal or serious injury in your workplace; or
- there has been a cluster of injuries at your workplace; or
- ACC has received complaint(s) about safety standards at your workplace.

The reason for this is that these events may be indicators of gaps in your health and safety systems or practices. If the audit of your workplace identifies significant gaps, then continued participation in the Workplace Safety Management Practices programme may be affected.

For more information please visit our website www.acc.co.nz/wsm or call our Business Customer Contact Centre on 0800 222 776.