

## 1) Health and Safety Act 2015:

The main objective of this act to provide the health and safety to the worker at the workplace by minimizing or eliminating risk associated with the job role or from the high-risk plant. It is a stable framework where employees can represent, consult, co-operate and resolve an issue related to health and safety at the workplace. Under this act, the highest level of protection should be given against the harm to employee's health, safety. The act introduced the new term PCBU (Person Conducting and Business Undertaking) that focuses on all employers, self-employed, manufacturers, worker, etc. who are responsible for safety duties. So it ensures the welfare from the hazards and risk arising from the particular type of plan where it is the reasonable practice.

Hence it promotes the information, education, advice, and training to support the health and safety.

- Health and Safety at Workplace – A serious injury or a death changes the lives not only for the individuals but also for the family, friends, and co-worker. Every person who walks for the work should return to the home in good health. So reduce the injuries, reduces the cost of the business. By keeping the safety on the first, boost up the morale of employees and improves the productivity of the organization. It is much more than safety legislation. It provides the efficient, inspiring and happy workplace to create the high profitability by reducing the distraction and create more emphasis towards work. The companies, who put the safety on first have the high priority of higher quality of productions and tends to be more efficient one.
- Hazards – A common term hazard is referring to represents the potential source of adverse health effect or harm to the person.
- Workplace - Under this act term workplace represents the place where the worker goes to attain their job responsibilities. In this section, it includes a place where the work is carried out for the run the business or undertaking.
- Roles and Responsibilities of employer and employees

### Responsibilities of Employer -

- a) Provide health and safety: Managers must be practical and understand the nature of the job. So it is necessary to protect all the workers from the risk involved in their job role by providing them the resistive clothes and safety equipment, safe plants (machinery and tools) and the good system of work.
- b) Provide Training: Training ensures the appropriate use to handle the pieces of machinery, equipment. It spread the benefits of health, safety among the employees to follow the safety precautions without any consequence management matrix of safety.
- c) Supervisor: Managing the safety for the young worker is needed to be done through proper advice, information, and supervision. New joiner possesses the lack of experience and judgment to attempt the risky task.
- d) Health and Safety Drills: Under the act, safety program incorporated with some organizational policies, procedures as a precautionary statement. It consists of emergency actions highlighted

on various scenarios. Management is not only about to follow the law but it the being the socially responsible for the organization safety is equally important by the supervisor.

- e) Establish the health and safety committee: It is a platform, which brings the employer and employees together to develop the health and safety rules, procedures and policies for the workplace. It is a duty of employers and supervisor to carry out the necessary information related to the hazards through meetings or general discussion.

#### **Responsibilities of Employee -**

- a) Follows the health and safety programs that care for their health and safety. The worker should know all the unsafe condition and handle the hazardous material of the workplace and job roles.
- b) Use health and safety clothing and equipment provided by employer: It is the duty of employees to follow the safety mechanism by wearing the safety and live saving harness.
- c) Protect health and safety of self and others: Following the health and safety plan is not only limited to a single employee, but it should be followed the by across the floor of the organization.
- d) Take part in the decision-making process of health and safety committee: the employee should require participating actively in the safety forums and sharing their opinion about the realistic scenes against the already laid guidelines.
- e) The faster positive attitude in implementing health and safety rules: It is related to the implementation of all the precautionary action into the real time. The positive attitude of worker towards the health and safety is the only way to avoid the risk at the workplace.
- f) Reporting: It responsibility needs to carry out by the employee such as reporting the unsafe conditions. They ask employer to give attention for welfare for all employee base.
- g) Try to control and minimize the hazards: Post the training on how to use equipment efficiently and what is the main key risk involved in the system, further, reduces the hazards and controls the undesirable happening in the organization.

(legislation.govt.nz, n.d.)

(hsa.ie, n.d.)

(worksafemt.com, n.d.)

(worksafe, n.d. )

- 2) Influence of safe workplace: A safe workplace can contribute to boosting up the employee engagement and productivity. It prevents the worker from getting suffered by accidents, reduces absenteeism due to injury or health damage and helps in retaining the employees working for the entire working hours. Health and safety include the fundamental good practices to achieve the high productivity at the workplace. A high quality of work life maintains the organization reputation by decreasing the risk involves in the operation. The main advantage of keeping your workplace safe is that it reduces the cost associated with workplace accidents, fatalities, labor absenteeism etcetera.
  
- 3) Motivational Theory and its effect on the workplace - Self-motivation at the workplace is the key to increase the productivity of the organization. Action for any work is only possible when the person is motivated enough. By motivating the employees towards the health and safety is the right way to achieve the desired results.

Hence Motivation-Hygiene theory or two-factor theories were developed by psychologist Frederick Herzberg. This theory included the positive and negative opinion of 200 accountants and engineers, as they were asked to share the feelings about the job.

1. Motivator the Factor – Those who were happy with their nature of the job and are self-motivated towards the assigned work, lead to having more success and take the career progression in the positive direction.
2. Hygiene Factor - Those who were less motivated and less satisfied with their job responsibility are the reason for more absenteeism in the organization. The reason for dissatisfaction includes the salary, company policies, and relationship with the manager, co-worker, etc.

According to, the Herzberg's findings, both the above factors influenced the motivations.

#### **How to apply motivation theory to the workplace:**

For motivate the employees about the health and safety plan, it is required to prevent the job dissatisfaction. Make sure the employee feels that whatever policies are imposed to follow, are the best for their working conditions and their health. To make them feel more motivated, employer need to influence them towards the welfare and benefit of safety plans. By building the strong motivation factor and eliminating the hygiene factors, it is easier to get the high level of employee engagement and more productivity.

(Mark, 2014)

4) Leadership competencies: Leadership Competencies includes the attributes, knowledge, behaviors, and skills that organization uses to access for development. For any managers, leadership competencies define and judge by influence-capability, integrity, team building and vision etcetera. There are some leadership competencies which are required to manage human resources management and motivate staff to adhere a health and safety plan.

- I. Self-motivated: Leaders shows the consistency in their behavior and action, that followed by the high standard of ethics, honesty and fair process. Leaders are open to adopt the new information, rapidly changes, unexpected obstacles, and conditions.
- II. Team Building and Negotiation Skills: Leaders always inspired the team buddies towards their commitments, pride, spirit, and trust. Facilitate all to accomplish the group goal with time, accountability and performance effective results. They have skills to persuade other to obtain the desired output and attain the objectives.
- III. Conflict Management: When there is some difference of opinion arose among the employees then leader takes the pace to prevents the counter and provide the productive confrontations. This quality helps in resolving the disagreement and conflicts constructively.
- IV. Decisiveness: Managers determine the objectives, set the business priority to take the decisions. Hence Most of the organization is profitable and reduce the risk at the workplace, due to good decision.
- V. Creative and Innovative: Good leaders analyze the new insights of the business to encourage the new ideas and creativity. They keep up to date with the latest trend and technology to achieve the common goal.
- VI. Strategic Thinker: Managers/leaders have the long-term vision to identify the opportunity and to manage the risk. They control the previous random actions to translate the calculated risk into the safe and healthy environment.

(fsa.usda.gov, n.d. )

## 5) Training

### **Challenges faced while designing the health and safety plan:**

- Schedule – In an organization, many of the function lead is very resistive to let take much time away employee's regular duties and responsibilities for training. So it is the most difficult challenge to the human resources department to schedule training periodically.
- Rapid Changes – With the fastest change in technology, changes in corporate programs takes place. Thus it's hard to prepare the sufficient training material and deliver the training under short span of time, as per the new guidelines laid down by the company.
- Professional Status and Gender – Training method changes as the demographic factors. More Professional persons seek more information whereas other may not. Similarly, in

some places, women's roles are limited to the some extend only so it demands for the separate training and guidelines for male and female.

- Language – It comprises both the mean of verbal and non-verbal communication. So it always a challenge if the trainer is not well versed in the trainee's language.

**Success factors for designing the training programs:**

- Identifying need and analysis of training and gather the attention from the audience.
- Setting up the training objectives and designing the programs
- Develop the appropriate method and delivery
- Evaluation of training by conducting assessments

**Some factors need to be considered while designing the health and safety training programs:**

The "level of risk" associated with the work and analyzes the nature of risk and its impacts on individuals. The "type of work" being carried out at the workplace e.g. what are the other hazards available in the work environment. "Handling of equipment and material" are in place or require to the control mechanism to smoothen the process and formulate the safe work practices which are relevant to the employees/workers and employer both.

(Weekes, 2014)

(Challenges Faced in Training, n.d.)

**6) Health and Safety Plan**

Environmental Performance Vehicles (EPV) formerly known as DesignLine Corporation, is the Bus Manufacturer industry. It is a growing manufacture of all the electric range buses and conventional coaches. Its headquarters situated in Charlotte, North Carolina, US and founded in the year 1985 in Aushburton, New Zealand. It serves its services in North America and diversified its business from conventional transit buses to the hybrid city buses from 1990s onwards.

As a Supervisor of the manufacturing Industry, they ensure to provide the safe plant and system for the work by

- Providing the safe environment for vehicles and depot.
- Providing the adequate welfare facilities like gloves, boots, jackets, helmet, and safety harness equipment for all the workers who used to work in the workshop.
- Ensuring the effective dissemination of training, information, and instruction to the ground level for all the health and safety at the workplace on a regular interval to achieve high productivity.

(Environmental Performance Vehicles, n.d.)

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