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| C:\Users\shiree\documents\My Box Files\My Box Files\1. Clients\Clemenger\Worksafe\letter.jpg | Submission form |
| |  | | --- | | Responses close:  **XXXXXXXXXXXXXXXXXXXXXX**  Email to: [GuidanceandEducationDevelopment@worksafe.govt.nz](mailto:GuidanceandEducationDevelopment@worksafe.govt.nz)  Please put: **Consultation on Health and Safety by Design – Good Practice Guidelines** in the subject line.  OR send by post to: Feedback on HEALTH AND SAFETY BY DESIGN – GOOD PRACTICE GUIDELINES WorkSafe New Zealand  PO Box 165  WELLINGTON 6140  Attention: Guidance and Education Development | | |

## SUBMISSION:

Please use this submission form to comment on our draft guidelines. The form has space for you to:

* respond to general questions about the guidelines
* comment on particular sections
* provide overall comments.

Thank you for taking the time to provide feedback.

**YOUR CONTACT DETAILS HERE PLEASE:**

|  |  |
| --- | --- |
| Your name:  If this is a joint response, please add other people’s names too. |  |
| Organisation name (and position, if responding on behalf of an organisation): |  |
| Postal address: |  |
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|  |
| Telephone number, with area code: |  |
| Email: |  |

I wish to keep my contact details confidential

WorkSafe New Zealand will manage any personal information you supply in accordance with the Privacy Act 1993. If your response is made publicly available, your contact details will only be removed *if you have ticked the confidentiality box above*.

WorkSafe New Zealand may post your response on its website at [www.worksafe.govt.nz](http://www.worksafe.govt.nz). We may make your response available if answering a request under the Official Information Act 1982.

## General Questions

1. **Are there any information gaps?**
2. **How readable and usable is the draft guidance?**
3. **Do you have any images, flowcharts or diagrams that you think might be useful additions to the draft guidance?**
4. **Are there ways that the information could be more effectively presented?**

**COMMENTS ON SPECIFIC SECTIONS**

If you would like to make additional comments on specific sections, please add your comments below. If you have only general comments, please skip to the last page.

**Specific comments**

Please identify sub-section number **(eg. 6.4):**

Please identify sub-section name **(eg. Eliminating or minimising hazards):**

Comment on the proposed content, clarity and accuracy (or other suggestions):

**Specific comments**

Sub-section number:

Sub-section name:

Comment on the proposed content, clarity and accuracy (or other suggestions):

**Specific comments**

Sub-section number:

Sub-section name:

Comment on the proposed content, clarity and accuracy (or other suggestions):

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Comment on the proposed content, clarity and accuracy (or other suggestions):

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Sub-section number:

Sub-section name:

Comment on the proposed content, clarity and accuracy (or other suggestions):

**GENERAL COMMENTS\*[[1]](#footnote-1)**

(for example, about the scope of the guidelines, or anything you haven’t already commented on above).

1. \*You can include further information with your submission. If you are sending your submission electronically and attaching a file, the file must be no more than 8Mb. We accept the following formats – Microsoft Word, Text, PDF, ZIP, JPEG. [↑](#footnote-ref-1)