

Our Purpose

To advance the practice, professionalism, and recognition of occupational hygiene in New Zealand to protect and promote worker health

Our Values

Integrity

Competence

Protection

Accountability

Stewardship

Fairness

Our Structure

The New Zealand Occupational Hygiene Society has seven sub committees which are shown below. Each subcommittee has an essential role in reaching our 25/26 annual plan objectives and is lead by a member of the council.



Our Objectives

The New Zealand Occupational Hygiene Society has five key objectives for 25/26 listed below. Work streams, detailed plans and applicable subcommittees are outlined in this document.

1: Develop Capability

4: Elevate Visibility

2: Grow Membership

5: Ensure Sustainability

3: Influence Policy

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Objective 1: Develop Capability

Advance the professional growth and technical competence of occupational hygienists in New Zealand by delivering a structured development pathway.

Work stream	Plan (2025/2026)	Applicable Subcommittee
Intermediate Training (BOHS & OHTA) Deliver accessible and internationally aligned intermediate-level training through BOHS and OHTA modules to build a strong technical foundation for developing occupational hygienists in alignment with NZOHS Career Pathway	· Deliver at least 6 BOHS and/or OHTA training modules annually. · Achieve a ≥80% pass rate across all training modules. · Review BOHS vs OHTA training pathways and publish a clear national certification pathway. · Update and re-publish the NZOHS Career Pathway document. · Maintain robust governance by updating training bylaws, processes, and tutor arrangements. · Implement a transparent venue and student placement process. · Review tutor remuneration to ensure fairness and sustainability. · Track and report the % of participants progressing toward Full Membership, strengthening professional competence pathways.	Intermediate Training
Advanced Practice Short Courses (APSCs) / Other trainings Provide targeted advanced-level short courses or other training to support upskilling in specialist areas and enable experienced practitioners to expand their scope of practice	· Deliver at least 5 Advanced Practice Short Courses (APSCs) annually. · Ensure ≥70% of participants report increased competence or confidence in applying specialist skills. · Track and report attendance across membership levels and non-members as a measure of professional growth. · Establish a formal governance process/bylaw for APSCs. · Develop at least 1 new APSC (e.g., RPE standards).	Advanced Practice Short Courses
Commit2Fit Continue to promote and embed the Commit2Fit respiratory fit-testing competency framework to lift industry capability and ensure consistent, high-quality practice.	· Deliver at least 3 Commit2Fit (C2F) training courses annually. · Complete certification assessments for 100% of eligible fit testers seeking recertification. · Implement a dual-model recertification process (video submission + online assessment). · Update and publish simplified guidance documents (B2, B6, A2) with stakeholder input. · Develop a C2F certification-only pathway, with budget, resources, and assessor pool established. · Expand access to C2F assessments for professionals trained by other providers or certified in one method. · Strengthen external collaboration through engagement with RESP-FIT (AIOH), including input to the RPD selector tool.	Commit2Fit
Conferences & Events Deliver well-organised, high-quality events that generate income, strengthen member engagement, and reinforce NZOHS's reputation and professional value.	· Confirm NZOHS's role in hosting the ANOH 2027 Conference in NZ. · Establish a Conference Committee to lead 2027 conference planning. · Organise and deliver the 2026 AGM and an associated in-person study day. · Achieve an average satisfaction rating of ≥80% across all NZOHS events. · Deliver at least 3 member meetings, with expert presenters or webinars. · Track and report the % of members attending at least one event annually as a measure of engagement.	Conference & Events
Awards Recognise and celebrate excellence and innovation in occupational hygiene through formal awards that raise the profile of the profession and inspire future leaders.	· Advertise and promote the NZOHS Awards widely across member and stakeholder channels. · Achieve at least a 20% increase in award applications compared to the previous cycle. · Ensure ≥80% of members agree awards are well-promoted and accessible. · Successfully present all awards at the AGM in line with criteria.	Sustainability
Mentoring Continue to foster professional growth through a structured mentoring programme that connects experienced professionals with early-career professionals and students.	· Refresh the NZOHS Mentoring Programme with updated framework, guidance, and promotional resources. · Recruit or revive at least 4 active mentor-mentee pairs. · Achieve ≥80% satisfaction rating from both mentors and mentees. · Publish a mentee progress report to demonstrate programme effectiveness.	Technical Advisory

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Objective 1: Develop Capability continued

Advance the professional growth and technical competence of occupational hygienists in New Zealand by delivering a structured development pathway.

Work stream	Plan (2025/2026)	Applicable Subcommittee
CPD Programme Continue to maintain a structured Continuing Professional Development (CPD) framework that supports members to meet professional obligations and stay current with best practice	- Review and update the CPD Bylaw to ensure alignment with standards and member needs. - Deliver at least 1 full CPD cycle, including submission, review, and feedback. - Achieve 100% compliance for members required to submit CPD.	Sustainability
Scholarships & Internships Support capability building through funded opportunities that enable access to training, research, and practical experience in occupational hygiene.	- Actively promote at least 3 external scholarship or internship opportunities through e-news and social media. - Publish at least 1 case study or profile of an intern or scholarship recipient to showcase outcomes and impact.	Sustainability
Certification scheme Develop and implement a New Zealand-based certification pathway through IOHA-NAR to formally recognise competence and support professional credibility.	- Retrieve and review the previous feasibility and options work for an NZ certification scheme. - Engage with IOHA-NAR and complete all required documentation for accreditation. - Develop a financial model and funding approach to support certification. - Submit the application to IOHA-NAR and respond to feedback. - Identify and prepare a preliminary pool of assessors/reviewers for the certification programme. - Publish a member update outlining progress, outcomes, and next steps.	Sustainability
M.Sc. Programme Collaborate with academic partners to progress the development of a Master's-level qualification that supports advanced education and leadership within the profession.	No activity planned in this workstream for the current year.	Sustainability

Objective 2: Grow Membership

Strengthen and expand the NZOHS membership base by delivering relevant value through tailored CPD, recognition pathways, targeted events, and opportunities for member engagement and advancement.

Work stream	Plan (2025/2026)	Applicable Subcommittee
Career Fairs / Events Engage with students, recent graduates and other professionals by participating in career fairs and events to promote occupational hygiene as a rewarding career path and attract new talent to the profession.	- Attend at least 2 career fairs or industry events annually. - Participate in at least 1 school STEM fair to promote occupational hygiene to students. - Present at a minimum of 3 professional conferences or events (e.g., NZOHNA, NZSC, NZISM). - Publish at least 2 promotional stories or highlights showcasing NZOHS participation in these event.	Communications & Marketing
Marketing Deliver targeted marketing campaigns to highlight the value of NZOHS membership, showcase member stories, and increase visibility across industries and professions.	- Develop and implement a Communications & Marketing Plan to guide campaigns and outreach. - Deliver at least 3 targeted marketing campaigns annually (e.g., membership value, awards, events, careers). - Improve the website for easier access to key bylaws, documents, and resources.	Communications & Marketing
Raising Awareness Increase workplace and stakeholder awareness of occupational hygiene and its impact on worker health through strategic outreach, national and international partnerships, educational messaging, and advocacy.	- Identify and prioritise at least 3 key external organisations for partnership opportunities. - Develop and deliver a short outreach presentation for use at external organisations' regional meetings.	Communications & Marketing
Member Value Proposition Regularly review and enhance the benefits of NZOHS membership to ensure it remains relevant and valuable across all career stages, including professional development, recognition, and networking.	- Refresh and publish a clear Member Value Proposition (MVP) on the NZOHS website. - Run a member survey to test and refine the MVP with broad representation. - Finalise the MVP to reflect professional development, recognition, and networking benefits across all career stages. - Implement at least 2 new membership benefits to strengthen member value.	Sustainability
Retention & Engagement Campaigns Maintaining member satisfaction through tailored communications, surveys, and personalised follow-ups.	- Deliver an Annual Member Survey with strong participation across all membership categories. - Publish and share a Survey Insights Report highlighting findings and actions taken. - Achieve at least 70% member satisfaction with engagement and value. - Maintain at least 90% year-on-year member retention. - Provide a mid-year engagement update with survey outcomes and member activity highlights.	Sustainability
Member Onboarding & Welcome Implement a formal onboarding process for new members to ensure they feel connected and supported, including welcome packs, induction webinars, and mentor pairings.	- Ensure 100% of new members receive a welcome pack within 4 weeks. - Verify 100% of Full and Fellow Members meet Level 6 HASANZ requirements. - Update the online membership form to align with the new constitution. - Maintain an average ≤4-week turnaround for processing membership applications. - Launch a Fellow Members Engagement Role to leverage experience in mentoring, advocacy, or ceremonial functions. - Achieve at least 80% retention of new members after 12 months.	Sustainability

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Objective 3: Influence Policy

Position NZOHS as a trusted voice in government and industry by actively contributing expert occupational hygiene advice to policies aimed at reducing work-related health harm and shaping national strategies.

Work stream	Plan (2025/2026)	Applicable Subcommittee
Position Statements Develop and publish clear, evidence-based NZOHS position statements on key occupational health issues to guide stakeholders and inform public discourse.	- Identify at least 3 priority topics for occupational hygiene position statements. - Appoint subject matter experts to lead drafting of position statements. - Review and promote updated Occupational Hygiene report writing guidance. - Publish at least 1 evidence-based position statement tailored to the NZ context. - Release at least 1 proactive statement aligned with a government announcement or consultation. - Track and report uptake and references of NZOHS position statements. - Achieve at least 2 external acknowledgements of NZOHS positions by key stakeholders.	Technical Advisory
Media Coaching Equip key NZOHS council members with the skills and confidence to effectively communicate occupational hygiene issues in the media, ensuring our voice is clear, credible, and influential in public discourse.	- Assess options and costs for media coaching providers and present a proposal. - Nominate at least 2 Council spokespeople for training. - Develop and adopt a Council Media Protocol to guide media engagement. - Ensure at least 2 trained spokespeople are available to represent NZOHS in the media.	Communications & Marketing
Stakeholder Mapping & Engagement Plan Create a structured approach to identifying, prioritising, and engaging key government agencies, regulators, and industry groups for ongoing influence and collaboration.	- Develop a stakeholder mapping framework and identify priority stakeholders. - Approve and implement a Stakeholder Engagement Plan with clear objectives and leads. - Initiate structured engagement with at least 3 high-priority stakeholders. - Track and report on engagement outcomes (e.g., policy input, collaborations, joint initiatives). - Achieve at least 2 formal collaborations with key stakeholders.	Sustainability
Representation on Advisory Committees Seek and support NZOHS member appointments to national and regional advisory groups or working parties related to work-related health and safety.	- Maintain active representation on Standards NZ AS/NZS SF-010: Respiratory Protection. - Provide regular updates to Council following all advisory or standards committee meetings. - Identify and pursue additional Standards NZ committee opportunities (e.g., Acoustics, AV-001) for future participation.	Technical Advisory
Technical Advice & Government Consultations Provide expert, evidence-based input into government policy, standards, and regulatory reviews through formal submissions, consultations, and technical working groups, ensuring occupational hygiene is embedded in national decision-making.	- Maintain a rolling log of government reviews and consultations to ensure readiness. - Establish a rapid internal review process to draft and approve submissions on time. - Prepare and submit formal NZOHS responses to WorkSafe NZ consultations, WES reviews, and approved Codes of Practice. - Ensure 100% of submissions are evidence-based, benchmarked internationally, and tailored to NZ context. - Publish an annual Consultations & Technical Advice Report summarising submissions and impact. - Share consultation feedback on social media to raise visibility and engagement.	Technical Advisory
Proactive Submission Calendar Monitor upcoming legislative and regulatory reviews and proactively prepare submissions to ensure the occupational hygiene voice is consistently represented.	- Establish and maintain a submission calendar tracking upcoming reviews and deadlines (WorkSafe, MBIE, MfE, Standards NZ, etc.). Assign ownership (Council/subcommittee) for ongoing monitoring, including periodic check-ins with key contacts (e.g., WorkSafe). Update monthly with new or anticipated consultations. - Ensure 100% representation in all relevant consultations identified (submission, joint submission, or position statement).	Technical Advisory
Breathe Freely Develop a toolkit or resource pack that members and other H&S professionals can use to advocate for occupational hygiene in their own workplaces or sectors, supporting grassroots policy influence.	- Successfully move the NZOHS website host to improve stability and access. - Refresh the Breathe Freely Toolkit with NZ-specific content, branding, and case studies. - Deliver at least 1 webinar or workshop promoting toolkit use in workplaces. - Achieve at least 20 downloads or direct accesses of the refreshed toolkit.	Technical Advisory

Objective 4: Elevate Visibility

Strengthen the public profile and influence of NZOHS by actively promoting the profession and its members across digital channels, media, and public forums. Through targeted communication, representation, and outreach, we will raise awareness of occupational hygiene and its critical role in protecting worker health.

Work stream	Plan (2025/2026)	Applicable Subcommittee
NZOHS Representatives Nominate and support NZOHS representatives to actively participate in conferences, industry forums, and working groups—promoting the profession nationally and internationally while ensuring clear and timely communication back to Council.	- Establish a bylaw and appointment process for NZOHS representatives, including role clarity and budget guidance. - Maintain a public register of representatives across conferences, forums, and working groups. - Ensure 100% of representatives provide feedback to Council after events and meetings. - Deliver at least 4 formal external representations (national or international) annually. - Secure at least 2 international representation opportunities each year. - Publish a Representation Impact Summary highlighting outcomes and value of representation.	Sustainability
Communication Increase internal communication through in-person / online updates and regular e-newsletter to keep members informed, promote professional resources and opportunities, and encourage engagement with NZOHS activities and updates.	- Develop and implement a Marketing & Communication Plan to guide outreach and engagement. - Deliver at least 10 member e-newsletters annually. - Promote 100% of key NZOHS activities across multiple platforms. - Launch a "Spotlight on Subcommittees" series to encourage wider involvement. - Improve e-newsletter open rates by at least +1% year-on-year. - Recruit at least 5 new subcommittee or working group members through communication initiatives.	Communications & Marketing
Social Media Maintain an active and professional social media presence to highlight member stories, promote events, share resources, and raise awareness of occupational hygiene among broader audiences.	- Develop and deliver a social media content calendar highlighting member stories, events, training, advocacy, and resources. - Maintain a consistent presence with at least 1 update per fortnight across NZOHS channels. - Achieve at least 5% growth in followers and a 2% increase in engagement year-on-year.	Communications & Marketing
Merchandise Develop and distribute branded merchandise to increase visibility, build identity, and promote NZOHS at events, training, and in the workplace.	- Approve and implement a branded merchandise plan (items, budget, channels, audiences). - Launch at least 1 limited-run merchandise campaign to create novelty and visibility. - Distribute merchandise at all major NZOHS events (conference, AGM, career fairs, training). - Promote merchandise through at least 1 social media campaign featuring member use. - Track and report distribution and member engagement with merchandise annually.	Communications & Marketing
Media Engagement Actively pursue opportunities for NZOHS to feature in industry, health, and mainstream media to raise awareness of occupational hygiene and its importance in protecting worker health.	- Develop and maintain a media contact list across industry, regulators and mainstream outlets. - Prepare and issue at least 1 media-ready piece on key occupational health issues. - Deliver at least 1 proactive media release or article annually. - Achieve at least 1 published feature or mention of NZOHS in the media.	Communications & Marketing
Speaker Opportunities Encourage and support members to present at conferences, industry events, reinforcing NZOHS's presence and influence.	- Compile a calendar of key conferences, events, and award opportunities in NZ and Australia. - Establish a nomination and endorsement process for speakers and award applicants. - Ensure NZOHS or its members are represented as speakers at a minimum of 2 industry events annually.	Communications & Marketing

Objective 5: Ensure Sustainability

Safeguard the long-term viability of NZOHS through strong financial management, diversified income streams, strategic partnerships, and sound governance. This enables the organisation to remain resilient, responsive, and positioned for future growth.

Work stream	Plan (2025/2026)	Applicable Subcommittee
Subcommittees & Working Groups Establish and support subcommittees to lead specific portfolios or initiatives, enabling broader member involvement, effective delivery of strategic priorities, and long-term organisational resilience.	- Define roles and responsibilities for all subcommittees and working groups. Promote subcommittees and recruit volunteers to increase member involvement. - Issue formal appointment letters and ensure 100% of committee and subcommittee members complete conflict of interest declarations. - Implement a reporting system for subcommittee chairs, with on-time quarterly updates. - Publish a Subcommittee Outcomes Report highlighting achievements and lessons learned. - Support HASANZ to delivery on two key projects: - Demonstrate the value of HASANZ Registered Professionals - Identify workforce gaps and opportunities to strengthen workplace health and safety.	Sustainability
Term Deposits Maintain secure and diversified savings strategies, including term deposits, to protect the organisation's reserves and support long-term financial health.	- Review and actively manage term deposit arrangements to maximise secure returns. - Maintain 100% of reserve funds in secure and diversified term deposits. - Provide an annual Term Deposit Performance Report on returns and diversification. - Establish a financial reserves strategy to guide investment and risk management.	Sustainability
Sponsorship & Partnerships Secure strategic sponsorships and partnerships to diversify revenue streams and reduce reliance on membership fees while expanding influence and offerings.	- Secure at least 1 strategic industry partnership to expand influence and offerings. - Secure at least 1 event or programme sponsor each year. - Generate at least \$5,000 in external funding from sponsorships and partnerships. - Ensure 100% of agreements are honoured, delivering full value to partners.	Sustainability
Grant & Funding Applications Pursue grant opportunities and external funding to support training, outreach, and capability-building initiatives aligned with NZOHS's mission.	- Compile a register of at least 3 relevant grant opportunities. - Investigate and present options for NZOHS charity status. - Submit at least 1 grant or funding application to support training or outreach. - Secure at least \$10,000 in external funding through grants or sponsorship. - Ensure 100% compliance with all grant reporting and accountability requirements.	Sustainability
Operational Planning & Reporting Ensure good governance through annual planning, budgeting, and transparent reporting practices that support accountability and informed decision-making.	- Issue updated appointment letters to align with constitutional requirements. - Approve the annual budget, clearly distinguishing operational and project costs. - Establish the Operations, Finance & Risk Committee (OFRC) with clear terms of reference. - Review governance and action-tracking tools to improve efficiency and accountability. - Ensure 100% of Council members use standardised email signatures. - Confirm and publish the 2026 AGM date in compliance with requirements. - Deliver at least 2 progress reports annually on the plan, budget, and risk register.	Sustainability
Document Management Maintain a central, well-organised and secure system for all NZOHS documentation, ensuring version control, accessibility, and regular updates. This supports effective governance, transparency, and ensures all policies, procedures, and records remain relevant and current.	- Establish and publish a document review cycle to ensure regular updates. - Update and republish priority documents including the Annual Plan, bylaws, and guidance materials. - Create a dedicated Governance & Bylaws hub on the website for easier access. - Publish a summary index of bylaws and a Governance Transparency Statement clarifying access, status, and distinctions. - Achieve at least 80% member agreement that governance documents are accessible and easy to understand.	Sustainability
Succession & Knowledge Transfer Implement succession planning and knowledge management practices to maintain continuity and reduce risk from leadership or volunteer turnover.	- Identify critical Council and subcommittee roles requiring succession plans. - Develop and implement a succession framework with clear criteria and timelines. - Introduce a knowledge transfer process to capture handovers, key contacts, and lessons learned. - Ensure 100% of outgoing Council and subcommittee members complete formal handovers.	Sustainability