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**COFFS COAST BUSINESS AWARDS 2021**

**ENTRY FORM**

**Category – OUTSTANDING PRACTICE IN WORK HEALTH AND SAFETY**

***Business Details***

*To be completed by all entrants including those entering into the individual categories*

1. Trading name:
2. Registered ABN:
3. How is your business structured?

Choose from drop down list - Choose an item.

1. Is your business classified as a not for profit?

*Yes  / No*

1. Main office address:
2. Business trading commencement date:
3. What industry does the business operate in?

Choose from drop down list - Choose an item.

1. Number of employees on payroll in Australia

Choose from drop down list - Choose an item.

1. Is your business primarily business to business or business to consumer?

Choose from drop down list - Choose an item.

1. Please provide a 100 word biography for your business. This biography will be used for promotional purposes.
2. Please indicate the main reason/s you are entering into the Business Awards

* To raise the profile of my business
* To recognise my staff and our achievements
* To build business networks
* To reflect on the goals, strategies and vision that led to the success of your business and to use those insights to drive even greater success in the future.

1. Website:
2. Twitter:
3. Instagram:
4. LinkedIn:
5. Facebook:

**Contact Details:**

*To be completed by all entrants.*

**Entry Contact Details:**

First Name:

Surname:

Email:

Phone:

Mobile:

**Media Contact Details**

**Tick box if same as above**

Name:

Position:

Email:

Phone:

Mobile:

**Outstanding Practice in Work Health and Safety Award**

This award recognises demonstrated commitment to continuous improvement of workplace health and safety outcomes through the implementation of an integrated business approach, and celebrates how businesses have interwoven the health and safety of all workers and customers into their business practices and everyday business life.

**Questions:**

For entry in this category, submissions must show the following:

1. What are the key areas of your Work Health and Safety system and how long has it been in place?
2. Give examples of how your WHS system has been integrated into the business. Examples could include design, purchasing, contract and contractor management.
3. How are your workers engaged in the ongoing development and improvement of Work Health and Safety at your business?
4. What are the results? Include performance information such as injury frequency changes, financial benefits, hazard reporting and reduction in incidents, etc.

The link to our small business toolkit below, may serve as a useful tool to assist and provide guidance for entrants to address and answer the questions above, for that matter may assist any business in establishing a safety management system for their workplace be it small, medium or large – to better understand what health and safety compliance looks like and how relatively simple it can be to achieve without being costly

<https://www.safework.nsw.gov.au/__data/assets/pdf_file/0016/410209/easy-to-do-whs-SW08483.pdf>

I declare that the information I have provided in this entry form is true and correct at the time of completing this form and that I agree to all conditions of entry listed under the “Conditions of Entry” section of the website.www.coffscoastbusinessawards.com.au

Once you complete this form you should save it on your computer using the file name OUTSTANDING PRACTICE IN WORK HEALTH AND SAFETY AWARD. Then return to the Coffs Coast Business Awards Website www.coffscoastbusinessawards.com.au

* Go to the application upload section and follow the instructions.
* You will use your email account to upload your completed Entry Forms.
* You **must** also submit 4 high resolution landscape images in JPG format.

**Video options:**

To help you in making a video please see the video options section on the upload page

* **ALL** entries must submit a **maximum** 20 second video (in MP4 or MOV format). The video clip will be about your business, staff and tell your story as to your reasons for entering the category/s. The video clip and images will be seen by the judges and used as part of a multimedia presentation on the awards night.
* **For each category you enter – you must submit a different video clip about your business, staff and tell your story as to your reasons for entering the category.**