



## Health and Safety Duty Holders for Home-based ECE Services

The table below will help you to identify which positions at your service could have duties under the Health and Safety at Work Act 2015 (the Act).

Please note that the information provided is indicative only, because the organisational structures of home-based ECE services can vary. You will need to determine what is correct for your specific service.

In the accompanying table titled 'Health and Safety in Early Childhood Education', next to each health and safety duty holder you can write in the relevant position(s) at your service in the 'ECE Position(s) column', and read about their responsibilities under the Act.

Duty Holder	Possible Home-based ECE Service Positions
<b>Person Conducting a Business or Undertaking (PCBU)</b>	Service Provider Owner of the service provider Self-employed educator
<b>Officer</b>	Director Partner CEO Board member Self-employed educator
<b>Worker</b>	Employee of the PCBU Educator Coordinator Person on work experience Trainee Volunteer worker Contractor, subcontractor and their employees

### You can find more information about the Health and Safety at Work Act at:

**Ministry for Business, Innovation and Employment:** <http://www.mbie.govt.nz/info-services/employment-skills/workplace-health-and-safety-reform>

**WorkSafe New Zealand:** <http://www.business.govt.nz/worksafe/about/reform>

**For an education perspective, including factsheets and guidance:**

**Visit** <http://www.education.govt.nz/ministry-of-education/specific-initiatives/health-and-safety/>

**Email your questions to:** [healthandsafety.info@education.govt.nz](mailto:healthandsafety.info@education.govt.nz)

