**INSTRUCTIONS – READ ME FIRST!**

**CCCANZ Short Form Submission to Membership for MBIE Discussion Document regarding Industry Credential**

Thank you for your interest in the above.  CCCANZ appreciate you want to HAVE YOUR SAY.

Please find attached the template version of the Submission.  As we mentioned at the recent meetings, this is a “numbers’’ game, and you making a submission, be it a formatted document, is important.  The more submissions MBIE receive the stronger our view and the better the chance of the HVAC&R industry achieving our goals.

I have provided this document in word. Please enter your **name**, Company, number of employees, email and phone into the yellow highlighted boxes *(remember to remove the highlighting)*.  You can also add other comments to the document if you feel strongly about saying something further.  On **page 8 could you please include your name** in the yellow highlighted box at the end to strengthen and further personalise your submission.

That’s it.  All you need to do after entering your name etc, is to email this document in Word or as a PDF to [HSWRegs@mbie.govt.nz](mailto:HSWRegs@mbie.govt.nz)

You can also print and post to                   MBIE Health and Safety Policy

PO Box 1473

Wellington 1640

**And don’t forget!**

**The last day for submissions is 5pm, 14th December**

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| If you think of someone else who might also want to make a submission, please forward this document to them, or email me their details and I will get in touch with them myself! |

Thanks everyone, this is our last and possibly best chance to ‘HAVE OUR SAY’ and we want you to be part of this, feel free to contact me if you have any further questions.

Christine Johnston 09 273 0044 or [christine@irhace.org.nz](mailto:christine@irhace.org.nz)