

OCCUPATIONAL SAFETY & HEALTH MANAGEMENT

By

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**SAFETY PRECAUTIONS AT
WORKPLACES IN MOST CASES
INVOLVES USE OF COMMON SENSE
BUT COMMON SENSE IS NOT ALWAYS
VERY COMMON**

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Common Work-Place Hazards

- Machinery
- Electricity
- Fire
- Chemical
- Construction
- Plant
- Transport

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ISSUES AND MATTERS OF INTEREST

- Law on safety and health and implementation
- How many have safety and health mgt systems
- OSH Policy

- Safety officers
- Safety committees
- Examination of plants
- Medical exams
- OSH audits
- Fire safety audits
- Fire drills
- Among others

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A workplace

- A place where goods and services are produced. This is a positive side of it.
- Ill health, diseases, accidents and damage to property may occur as unintended products of the work activities.

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The tripartite approach

- Good OSH management requires a tripartite approach- Government, Employer and Employee
- Each organ has specific roles in the management of OSH

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Government

- The government provides the National framework for management of occupational health and safety as follows.
- National policy- legislation on occupational health and safety. OCCUPATIONAL SAFETY & HEALTH ACT 2007 and rules have been made
- A department- DOSH established for the promotion of occupational health and safety.

Government continued

- The National advisory committee on occupational health and safety.
- Occupational health and safety officers for enforcement
- Health and safety advisers have been approved to advise employers.
- Air quality monitors,
- Engineering Controls Examiner
- Fire safety auditor

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Government- Conti--

- Authorised persons have been approved for testing and examination of plants
- Doctors –designated health practitioners
- Institutions have been approved for facilitating quality training.
- The government reviews and updates legislation
- Providing guidelines - codes of practice

Employer- Managing Safety and Health

- Development of policy on occupational health and safety to ensure compliance with the National legislation and best practices.
- Set out in writing the occupational safety and health policy.
- Organization of health and safety function
- Planning and implementation of policy
- Measuring performance
- Reviewing performance

Safety and Health Policy

- The policy for the organisation should be concise, clearly written, dated and signed by the most senior accountable person
- Included a clear statement of commitment
- Should give direction and influence activities.
- Involve workers for ownership
- Be readily accessible to all workers
- Be made available to other interested parties
- Be reviewed for continuing suitability.

Organizing OSH functions- control

- Provide strong leadership and commitment to OSH by appointing a senior manager to take charge of the health and safety function.
- Assign responsibility for safety to every person so that managers, supervisors, and employees in the organisation know what performance is expected of them.
- Integrate health & safety in all company functions
- Set up a health & safety committee.
- Set targets -expected performance of every worker
- Provide resources for the health & safety activities.

Organizing OSH functions- Competence

- Recruit competent employees and contractors.
- Assess the skills to carry out all the tasks
- Ensure that the managers, supervisors and workers are adequately instructed and trained skills to carry out tasks safely
- Provide for newly employed persons to undergo adequate induction
- Arrange for a suitable induction for all visitors on site.
- Train adequately members of the Safety and Health Committee.
- Arrange for access to sound technical advise-appoint OSH adviser.

Organizing OSH functions- Cooperation

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- Involve workers in OSH matters for synergy and ownership.
 - Clearly spell out employee responsibility in OSH matters.
 - Coordinate and cooperate with contractors at your workplace
 - Chair meetings
 - Motivate workers through incentives
 - Encourage employee involvement in safety matters even at individual level

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Organizing OSH functions-Communication

- Provide information on hazards and preventive measures to employees and contractors
- Discuss openly health and safety regularly
- Make health and safety visible— posters, signs

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Planning and implementation

- Setting objectives- what you want to achieve- agreeing on OSH targets with managers
- Identifying hazards and assessing risks – deciding how to eliminate them.
- Complying with the legislation and best practices
- Developing Safe work procedures
- Setting standards against which performance will be measured
- Implementing the standards of performance

Measuring your performance

- What did you plan to achieve? Expected performance.
- Where are you now?-Actual performance. Establish whether targets and standards have been achieved. Whether the solutions in place are effective?
- What is the difference- (performance gap-deficiency) and why?

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Monitoring systems- proactive

- Active monitoring – looking at things before things go wrong. Do not Condone Murphy's law. The following tools should be used;
 - Regular workplace inspection of the organisation itself (self inspection)
 - Annual health and safety audits by external agency
 - Medical examinations of workers
 - Thorough examination of plants by approved persons.

Monitoring systems-reactive

- After things go wrong. Investigating injuries, cases of illness, property damage, near misses
- In each case determining why performance was not to standard
- What improvement to undertake?

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Reviewing effectiveness of your policy

- Degree of compliance with health and safety compliance standards
- Areas where standards are non existent or inadequate
- Achievement within set time scales
- Accident, illness data –analyses –trends and common features
- Lessons learned from your mistakes and success.

Employee Role

- To cooperate with their employer to ensure success of the policy
- Be interested in learning and developing skills on OSH
- Comply with all safe work procedures and practices
- Make use of the protective appliances provided for use
- Report all unsafe conditions, acts and practices noted

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Way forward

- Manage health and safety just as you manage other functions of the Organization to Protect people and control loss.
- Act today - Do not wait to react to an accident tomorrow.

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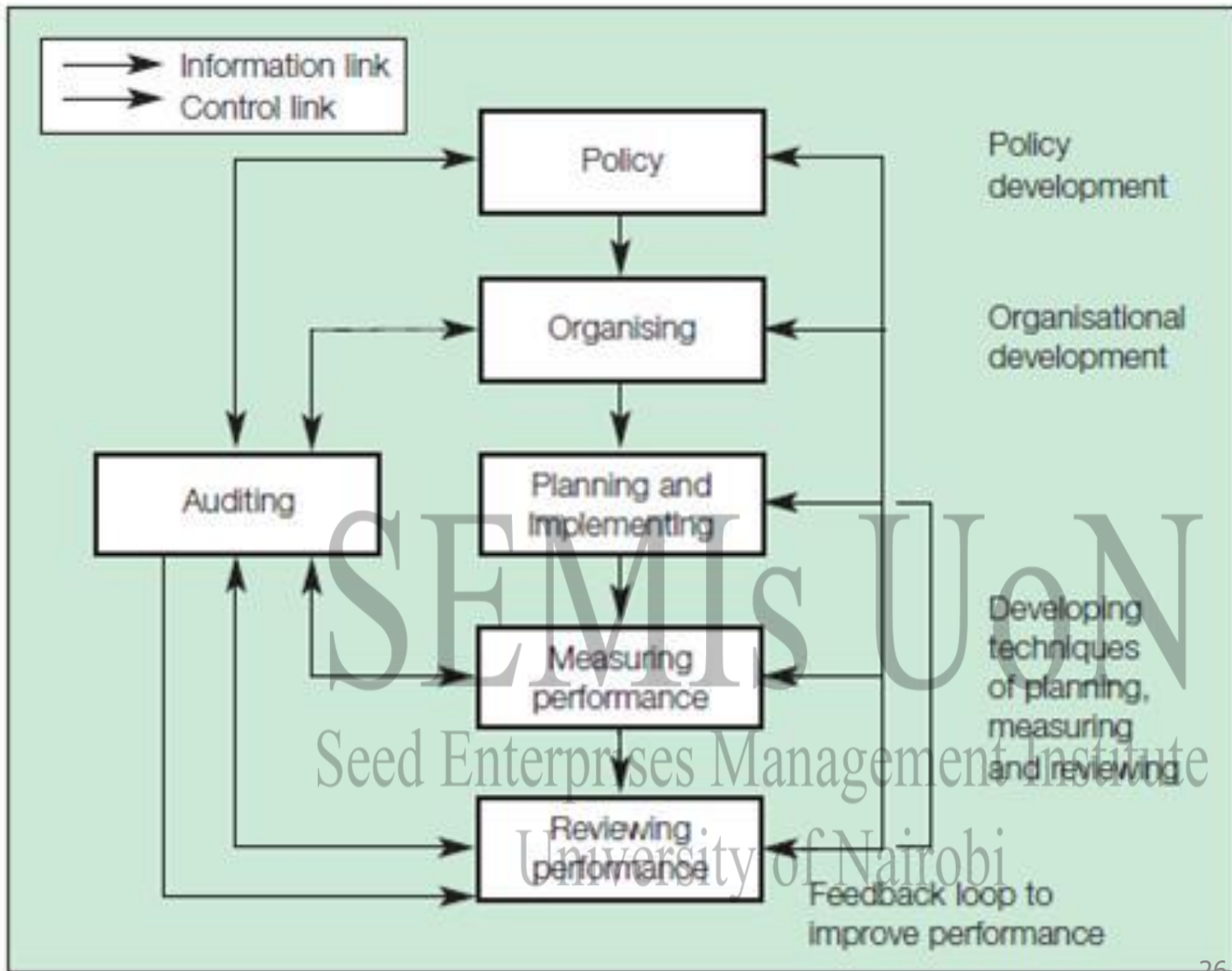
PREFERRED HIERARCHY OF RISK CONTROL PRINCIPLES

- The following is a summary of the preferred hierarchy of risk control principles:
- **Eliminate risks** by substituting the dangerous by the inherently less dangerous, eg:
 - use less hazardous substances;
 - substitute a type of machine which is better guarded to make the same product;
 - avoid the use of certain processes, eg by buying from subcontractors.

- **Combat risks** at source by engineering controls and giving collective protective measures priority, eg:
- separate the operator from the risk of exposure to a known hazardous substance by enclosing the process;
- protect the dangerous parts of a machine by guarding;
- design process machinery and work activities to minimise the release, or to suppress or contain airborne hazards;
- design machinery which is remotely operated and to which materials are fed automatically, thus separating the operator from danger areas.

- **Minimise risk by:**
- designing suitable safe systems of working;
- using personal protective clothing and equipment; this should only be used as a last resort.
- The hierarchy reflects the fact that eliminating and controlling risk by using physical engineering controls and safeguards is more reliable than relying solely on people.

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Thank you

for

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