



Responsible Care Code Sharing Session

Employee Health and Safety Code

Disclaimer: The documents shared are for reference only. By providing the evidence suggested in the examples might not guarantee an award. Subjected to evaluation by the panel of judges

Agenda

- Sharing of common misinterpretation of MPs
- Q&A



EHS

Management Practice	Guidelines for Implementation	Status			Evidence required
		YES	NO	NA	
4. <u>Programmes Verification</u> <u>Means to verify that health and safety programs and procedures are effective and that actual practices are consistent.</u>	4.2 Have the health & safety programmes and procedures been audited?	✓			Audit program on S&H management system. Eg. internal self audit such as permit evaluation or energy isolation evaluation; SS506 audit
5. <u>Performance Evaluation</u> Systems for maintaining records and analysing data to evaluate health and safety performance, determine trends, and identify areas for improvement.	5.2 Is there is a periodic analysis of the health and safety performance been carried out?	✓			Analysis of KPI, eg. % of employee participation, leading and lagging indicators year on year.
6. <u>Training Programmes</u> Health and safety training programmes and methods to evaluate the effectiveness of both training and communications activities.	6.8 Is there periodic reviews to evaluate the health & safety training's effectiveness and been updated?	✓			Example: Conduct survey after training program & incorporate survey outcome in next training; action from incident investigation to update training requirement/content; update training content to address audit gaps



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		YES	NO	NA	
9. Employee Health Assessments Health assessments to determine employees' medical fitness for specific job tasks.	9.1 Is there medical checks/ examination done for employees? (Pre-employment medical checks according to the role of individual)	✓			Provide both the employee health assessment procedure + 1 actual fitness assessment if available. Otherwise, explain on assessment form that evidence is not available due to new new employees within assessment period
	9.2 Is there a system to assess fitness of employees to carry out job task?	✓			Provide fitness requirement per role; eg. Forklift/crane driver medical requirement; ERT fitness requirement. Provide both the employee health assessment procedure + 1 actual fitness assessment if available.
	9.3 Is there a system to evaluate employee's fitness returning from an injury and identify other safe duties for him/her.	✓			Provide both the employee health assessment procedure + 1 actual fitness assessment if available.
	9.4 Pertaining to 9.3, is the review process validated by medical professional?	✓			Provide fit for work evidence from medical doctor, not just internal assessment.



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		YES	NO	NA	
10. Occupational Health Surveillance Employee occupational medical surveillance programs tailored to work site hazards	10.1 Is there medical surveillance programme put in place and been reviewed periodically?	✓			Provide Procedure on medical surveillance programme as evidence
	10.2 Has the following periodic surveillance for workers been conducted:				Provide Actual assessment as evidence if applicable
	10.2.1 Hearing	✓			
	10.2.2 Chemical exposure	✓			
	10.2.3 Radiation	✓			
	10.2.4 Physical	✓			
	10.2.5 Others				
11. Control Measures Mechanisms for reviewing the design and modification of facilities and job tasks, following the hierarchy of controls; inherent safe design, material substitution, engineering controls, administrative controls, and personal protective equipment.	11.1 Are hazards/risk control procedures taken into account of hierarchy controls??	✓			Provide procedure which mentioned use of hierarchy of control
	11.2 Is hierarchy of control principles practised in hazard control or risk reduction evaluated?	✓			Example: HAZOP LOPA to show engineering control instead of administrative control.
15. Medical Assistance Provisions for emergency medical assistance for people at work sites.	15.2 Has the facilities met or exceeded the requirements?	✓			Example: Provide table to show number of employees vs first aid equipment available



Thank you

