

THE CAMPAIGN

Who can take part?

The Campaign is open to all organisations and individuals at local, national and European levels, including:

- employers in the public and private sector, including SMEs;
- managers, supervisors and workers;
- trade unions and safety representatives;
- safety and health institutions;
- OSH professionals and practitioners;
- training providers and the education community;
- regional and local OSH prevention and insurance services.

How can you get involved?

A wide variety of Campaign material is free to download from the Healthy Workplaces campaign website in 22 European languages at <http://hw.osha.europa.eu> including:

- a Campaign Guide;
- factsheets;
- PowerPoint presentations;
- good practice case studies;
- campaigning ideas and news on what others are doing;
- cartoon videos featuring the popular animated character Napo;
- links to related sites;
- and much more ...

A variety of activities take place every year during the European Week for Safety and Health at Work. Suggested activities that you can initiate include:

- film, video and multimedia information projects;
- trainings, seminars and workshops;
- poster competitions and quizzes;
- exhibitions and open days;
- advertising and promotion campaigns;
- press conferences and media activities.

European Good Practice Awards

Outstanding health and safety innovations will be recognised by European Good Practice Awards for those companies and organisations doing most to make consistent maintenance in the workplace a routine part of their management policy. European winners will be chosen from national entries submitted by the Agency's network of national focal points.

Entries will be judged in two categories: workplaces employing fewer than 100 workers, and those with 100 or more workers.

National contact points for your region

For more information about the Good Practice Awards and about how to get involved in the Healthy Workplaces Campaign, go to <http://hw.osha.europa.eu> to find the contact details of the Agency's national focal point in your country.

About the European Agency for Safety and Health at Work

The European Agency for Safety and Health at Work acts as a catalyst for developing and disseminating information to improve Europe's occupational safety and health (OSH). By bringing together representatives from governments, employers' and workers' organisations, as well as leading OSH experts in each of the EU-27 Member States and beyond, the Agency provides a reliable, balanced and impartial source of OSH information.

The European Campaign is backed by the EU presidencies of Spain and Belgium in 2010 and Hungary and Poland in 2011, by the European Parliament and the European Commission, and by the European social partners.

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A EUROPEAN CAMPAIGN ON SAFE MAINTENANCE



Highlights

HEALTHY WORKPLACES

GOOD FOR YOU. GOOD FOR BUSINESS.

<http://hw.osha.europa.eu>



HEALTHY WORKPLACES – SAFE MAINTENANCE

Healthy Workplaces is a Europe-wide Campaign which, over the next two years, aims to promote safe and healthy workplaces by encouraging an integrated and structured approach to maintenance.

Maintenance is a process that affects every area of safety and health. Poor standards and a failure to keep working environments in good condition are major causes of occupational disease and accidents.

This is a process which starts with good planning before maintenance staff even enter the workplace, and which should end only as each maintenance activity is checked and signed off.

What Europe's workplaces need is an integrated, risk assessment-based approach to maintenance, one that takes into account each stage of the maintenance process, the differing needs of employers and contractors, and which directly involves workers.

Healthy Workplaces – a Campaign to make Europe's workplaces safer and healthier

What is maintenance?

Maintenance simply means keeping the workplace, its structures, equipment, machines, furniture and facilities operating safely, while also making sure that their condition does not decline. Regular maintenance can also prevent their sudden and unexpected failure.

There are two approaches to maintenance:

- Preventive or proactive maintenance – checks and repairs carried out even when there is no obvious need. This type of activity – such as the servicing of a vehicle – is usually scheduled in accordance with manufacturer's instructions or management policy.
- Corrective or reactive maintenance – carrying out unforeseen repairs on workplace facilities or equipment after sudden breakage or failure. This is usually more hazardous than scheduled maintenance.

Maintenance tasks include:

- inspection
- replacement
- fault detection
- testing
- adjustment
- replacement of parts
- measurement
- repair
- servicing.

Why is it an issue?

Maintenance is not the exclusive domain of fitters and mechanics. It is the responsibility of almost all workers in every sector and is carried out in almost every working environment. And it is, by its nature, a hazardous activity. Any worker carrying out maintenance tasks could be exposed to a higher level of risk than the average worker. Some of these hazards include:

- physical hazards – noise, vibrations, extremes of temperature, radiation, high physical workload, being hit by falling debris or moving parts of machinery, working at height or in limited spaces;
- chemical hazards – working with asbestos, exposure to other dangerous substances, particularly when working in confined spaces;
- biological hazards – exposure to bacteria such as legionella pneumophila and to Hepatitis A and B viruses;
- psychosocial hazards – the adverse effects of poor work organisation, or of working long or anti-social hours.

What will the Healthy Workplaces Campaign achieve?

The Campaign will:

- raise awareness of the risks associated with maintenance in the workplace, showing that these risks can – and must – be eliminated or reduced;
- promote good practice in maintenance;
- support EU and Member State legislation, policies, activities and initiatives to make maintenance processes safer.

Employers have a moral duty and a legal responsibility to protect the safety and health of staff in every aspect of their work.

This Campaign will encourage employers to do this planning ahead, assessing risk before things go wrong.

The Healthy Workplaces Campaign will be coordinated by the European Agency for Safety and Health at Work. Employers, workers, workers' safety representatives, occupational safety and health (OSH) practitioners, preventive services, policymakers and other stakeholders will all be encouraged, through the Campaign, to make their own contributions to the development and implementation of structured approaches to maintenance.

The Campaign will promote a simple **five-step approach**.

- Plan** – including collecting information, conducting risk assessment and deciding on measures needed to control risk, such as training workers or keeping them informed.
- Make it safe** – including obtaining the appropriate permits to work from the operating authority, securing safe access to and exit from work zone, 'power down', and securing the work area for the safety of maintenance workers.
- Work safely** – including using only appropriate equipment; not only the correct tools, but also the right protective equipment and clothing.
- Work as planned** – follow the agreed plan and the accepted system of work, taking no shortcuts.
- Check** – make sure that the maintenance procedure has been successfully completed and that it has not created additional risks before signing off the job.

Carrying out maintenance work can put workers at risk – yet not carrying out maintenance may put more workers at risk. Employers who do not maintain their equipment or who ignore plant safety procedures risk catastrophic failure.

<http://hw.osha.europa.eu>