



Occupational Health and Safety

An Annotated Bibliography of Research
and Related Literature (1998 - 2003)

UNEVOC

Annotated Bibliography: №5

OCCUPATIONAL HEALTH AND SAFETY
An Annotated Bibliography of Research and Related Literature
(1998 – 2003)

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UNESCO-UNEVOC International Centre Publications

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1. Technical and Vocational Education and Training (TVET) for Sustainable Development
2. Women and Technical and Vocational Education and Training (TVET)
3. Youth Unemployment – Meeting the Needs of Youth
4. Exploitative Work – Child Labour
5. Occupational Health and Safety

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FOREWORD

One of the main functions of the UNESCO-UNEVOC International Centre is knowledge management and information sharing. Particular attention is given to promoting best practices and innovations in technical and vocational education and training (TVET) and education for the world of work, with special reference to meeting the needs of developing countries, countries in transition and countries in a post-conflict situation. The Centre also seeks to help bridge the gap that often exists between research, policy and practice in the area of education for the world of work.

To bring this function to fruition, the UNESCO-UNEVOC International Centre is in the process of developing an extensive publications programme in the form of an *International Encyclopaedia of Technical and Vocational Education and Training* (TVET). The following volumes are currently under preparation:

- International Handbook on TVET
- Book Series ‘Current Developments in TVET: Issues, Concerns and Prospects’
- Handbook on TVET Research
- National Profiles of TVET
- International Journal of TVET
- Annotated Bibliographies of TVET.

The Annotated Bibliographies of TVET are a series of reviews of literature related to key issues of TVET that has been published within the last six years. The review published in this volume is part of this series of annotated bibliographies being published by the UNESCO-UNEVOC International Centre.

The information was obtained through an extensive Internet search of online journals, conferences, databases and archives. However, it must be noted that some sources relevant to the topic may not be included due to a lack of access and subscription to various journals and databases. Therefore, these literature reviews are not proposed to be an exhaustive collection of such works, but are meant to serve as a representative sample of the type of research taking place in the field of TVET, to aid others in their research.

These annotated bibliographies are part of an ongoing project in which the topics will be revisited from time to time to include newly published work; and additional topics will be added to the series over time.

It should be noted that descriptions of the publications featured are often quoted directly from the article’s abstract or associated website, and so are not the original work of those who have compiled these bibliographies.

For more information about the *UNESCO-UNEVOC International Encyclopaedia of TVET* contact: publications@unevoc.unesco.org

Rupert Maclean
Director

OCCUPATIONAL SAFETY AND HEALTH AREAS

Accident Prevention

Health and safety: Risk management

Boyle, Tony

IOSH, 2001

ISBN 0 9013 5732 4 (Hardback)

<http://www.iosh.co.uk/index.cfm?go=publications.main>

Description from website:

Written by health and safety research and development specialist Dr Tony Boyle, this reader-friendly textbook provides an authoritative presentation of risk management. The second edition of Health and safety: risk management: simplifies risk assessment and control, accident investigation and emergency planning; clarifies new Health and Safety Executive guidance on competence; is wholly integrated with ISO 9000:2000, incorporating OHSAS 18001 references and the International Labour Office OHS&S system; is written in an accessible, uncomplicated style; explains complex topics with clear examples, tables and end of chapter summaries; provides an invaluable, up-to-date risk terminology 'glossary'.

A model for research on training effectiveness

Loos, Gregory P.; Fowler, Thaddeus; Miles, Karen

Cincinnati: National Institute for Occupational Safety and Health (NIOSH), 1999

<http://www.cdc.gov/niosh/99-142.html>

<http://www.cdc.gov/niosh/pdfs/99-142.pdf>

Excerpt from publication:

More than 100 OSHA standards for controlling workplace hazards contain requirements for worker training to reduce risk factors for injury and disease. Other standards limit certain jobs to workers considered competent by virtue of special training [Cohen and Colligan 1998]. However, the documented outcomes of occupational safety and health training are varied and inconclusive. Moreover, the newly proposed OSHA Occupational Safety and Health Program Rule [DOL 1998] redirects compliance audits to training outcomes and impacts (in the past, such audits focused on hours of training delivered). Given this shift in priority, research will be needed to identify strategies for improving the measurable performance of mandated training programs.

Occupational injury prevention research: Progress and priorities

Stout, N.A.; Linn, H.I.

In: Injury Prevention, 8, 2002 Dec., p. 9-14

London: BMJ Publishing Group, 2002

http://www.ncbi.nlm.nih.gov/entrez/query.fcgi?cmd=Retrieve&db=PubMed&dopt=Citation&list_uids=12460949

Description from website:

The twentieth century witnessed remarkable reductions in the number and rate of occupational fatalities and injuries. However, many preventable injuries and deaths still occur. Barriers to progress in occupational injury prevention are discussed, along with strategies for overcoming them. In mining, the frequency of death has dramatically declined over the century. The latest figures from the BLS indicate that less than 6000 worker deaths from injury occurred in 2000. Catastrophic events have prompted increased attention, resources, and action on workplace hazards and risks, resulting in sweeping changes, including new protective laws. Science based approaches to prevention have contributed to progress. Multidisciplinary collaboration among injury prevention researchers, and collaboration and cooperation among multiple sectors, have improved the relevance and application of injury prevention research and development. Barriers to further progress include lack of evaluation of the effectiveness of prevention strategies and technologies, including cost effectiveness; lack of widespread implementation of known, effective prevention; and lack of efficient transfer and implementation of prevention knowledge and products to the workplace. Evaluation and implementation of

prevention efforts are most successfully achieved in partnership between researchers and the industry at risk, which requires outreach efforts on the part of the occupational research community.

Preventing accidents at work

Various Authors

In: Magazine of the European Agency for Safety and Health at Work, Issue 4, November 20, 2001

Luxembourg: Office for Official Publications of the European Communities, 2001

ISSN 1608-4144

http://agency.osha.eu.int/publications/magazine/4/en/mag4_en.PDF

Excerpt from foreword:

Accident rates at work have remained persistently high over the last decade. Most recent statistics show that almost 5 500 people in the European Union lose their lives at work each year and a far greater number are injured. As well as the human suffering involved, there is the economic impact. Every year, the direct insurance costs alone of workplace accidents are estimated to be €20 billion and 149 million working days are lost. Individuals, businesses and society all pay the price. So it is vital to stay on our guard against accident risks.

Chemicals and Harmful Substances

Assessment of occupational exposure due to external sources of radiation

IAEA Safety Standards Series No. RS-G-1.3

Vienna: International Atomic Energy Agency, 1999

ISBN 9 201 01799 5

ISSN 1020-525X

http://www-pub.iaea.org/MTCD/publications/PDF/Pub1076_web.pdf

Excerpt from preface:

The present Safety Guide addresses the assessment of exposure due to external sources of radiation in the workplace. Such exposure can result from a number of sources within a workplace, and the monitoring of workers and the workplace in such situations is an integral part of any occupational radiation protection programme. The assessment of exposure due to external radiation sources depends critically upon knowledge of the radiation type and energy and the conditions of exposure. The present Safety Guide reflects the major changes over the past decade in international practice in external dose assessment.

Assessment of occupational exposure due to intakes of radionuclides

IAEA Safety Standards Series No. RS-G-1.2

Vienna: International Atomic Energy Agency, 1999

ISBN 9 201 01999 8

ISSN 1020-525X

http://www-pub.iaea.org/MTCD/publications/PDF/P077_scr.pdf

Excerpt from preface:

The present Safety Guide addresses the assessment of exposure due to intakes of radionuclides in the workplace. Such intakes can occur via a number of pathways whenever unsealed sources are present, and the monitoring of workers and the workplace in such situations is an integral part of any occupational radiation protection programme. The assessment of exposure due to intakes depends critically upon knowledge of the biokinetics of the radionuclides, and the present Safety Guide reflects the major changes over the past decade in international practice in internal dose assessment.

Building competence in radiation protection and safe use of radiation sources

IAEA Safety Standards Series No. RS-G-1.4

Vienna: International Atomic Energy Agency, 2001

ISBN 9 201 00701 9

ISSN 1020-525X

http://www-pub.iaea.org/MTCD/publications/PDF/Pub1108_scr.pdf

Excerpt from preface:

This Safety Guide makes recommendations concerning the building of competence in protection and safety, which relate to the training and assessment of qualification of new personnel and retraining of existing personnel in order to develop and maintain appropriate levels of competence. This Safety Guide also suggests a structure for a national strategy for building competence.

Chemical safety in Asia: Law and practice

Wafsa, Nabil; Machida, Seiji

Geneva: International Labour Organization, 1998, 72 p.

ISBN 9 221 10889 9

<http://www.ilo.org/public/english/protection/safework/papers/asiachem/>

Contents:

Occupational Safety and Health: Past, Present, Future

Role of the ILO in Chemical Safety

Occupational Safety and Health Standards

Occupational Safety and Health in Asia

Occupational and Chemical Safety and Health: Law and Practice

Future Directions in Occupational Safety and Health

Chemical safety: Training modules

International Occupational Safety and Health Information Centre (CIS), 1998, 215 p.

<http://www.ilo.org/public/english/protection/safework/cis/products/catalog/cheminf.htm>

Description from website:

Training modules on chemical safety in the workplace, produced by the International Programme on Chemical Safety (IPCS), a joint programme of the ILO/WHO/UNEP, and supported by the African Safety and Health Project of the International Occupational Safety and Health Information Centre.

Chemicals safety databases

International Occupational Safety and Health Information Centre (CIS), 2000

CD-ROM

<http://www.ilo.org/public/english/protection/safework/publicat/iloshcat/chemicals.htm>

Description from website:

Values of selected countries prepared from the ILO-CIS database of exposure limits.

Dangerous substances: Handle with care

Various Authors

In: Magazine of the European Agency for Safety and Health at Work, Issue 6, 10/06/2003

Luxembourg: Office for Official Publications of the European Communities, 2003

ISSN 1608-4144

<http://agency.osha.eu.int/publications/magazine/6/en/MAGAZINE6-EN.PDF>

Description from website:

Dangerous substances are present in most workplaces. Asbestos in buildings, solvents in metalworking, diesel exhaust fumes in garages, and viral hepatitis in hospitals all present a wide variety of threats to human health.

Contents:

- Foreword
- A view from the Board
- A European perspective
- Tripartite views
- Managing risks

Health surveillance of persons occupationally exposed to ionizing radiation: guidance for occupational physicians

Safety Reports Series No. 5

IAEA, ILO, WHO (joint publication)

Vienna: 1998, 37 p.

ISBN 9 201 03898 4

<http://www.ilo.org/public/english/protection/safework/publicat/iloshcat/rad-prot.htm>

http://www.who.int/ionizing_radiation/pub_meet/joint/en/

<http://www-pub.iaea.org/MTCD/publications/ResultsPage.asp?p=3>

Description from IAEA website:

This Safety Report specifies features of work under radiation conditions, the general rules of radiological protection for occupational exposure and the organization of the medical surveillance of workers occupationally exposed to radiation. It supersedes IAEA Safety Series No. 83, Radiation Protection in Occupational Health: Manual for Occupational Physicians (1987).

Lead exposure: What employers and employees need to know

Department of Consumer and Business Services

Oregon Occupational Safety and Health Division (OR-OSHA), 8 p.

<http://www.cbs.state.or.us/external/osha/pdf/pubs/2478lead.pdf>

Contents:

- Lead in the workplace
- Lead and worker health
- Employer responsibilities
- Worker protection through safe practices
- Understanding blood lead tests
- Others who can help

Lead: Secondary smelter e-tool

Occupational Safety & Health Administration (OSHA) (2003) [online]

<http://www.osha.gov/SLTC/etools/leadsmelter/index.html>

Description from website:

Overexposure to lead is a leading cause of workplace illness in the lead industry. Employees working in secondary lead smelter plants are exposed to one of the highest lead exposure levels among all lead-related industries.

Smelting is the process of reducing reclaimed lead compounds to elemental lead and lead alloys in high-temperature furnaces.

Raw Materials Processing, Smelting, Refining and Casting, Environmental Controls, and Maintenance are operations conducted in a secondary lead smelter that may expose workers to lead.

Information on Engineering Controls and OSHA Lead Requirements is provided to assist in compliance with the OSHA Lead Standard.

Occupational radiation protection

IAEA Safety Standards Series No. RS-G-1.1

Vienna: International Atomic Energy Agency, 1999

ISBN 9 201 02299 9

ISSN 1020-525X

http://www-pub.iaea.org/MTCD/publications/PDF/Pub1081_web.pdf

Excerpt from preface:

The present Safety Guide provides general guidance on the establishment of an effective radiation protection programme for occupational exposure, in accordance with the requirements of the Basic Safety Standards and appropriate for the sources of radiation likely to be encountered in the workplaces in question.

Report on the ILO Asian Regional Seminar on Trade Union Action on the Effects of Modern Technologies and Chemicals on Agricultural Workers: Proceedings, Kuala Lumpur, Malaysia
Geneva: International Labour Organization, 1998, 66 p.
ILO Bureau for Workers'Activities
<http://www.ilo.org/public/english/protection/safework/publicat/iloshcat/chemicals.htm>

The role and activities of the ILO concerning the radiation protection of workers (ionizing radiation)
ILO Infocus Programme on Safe Work
Geneva: International Labour Organization, 1998
<http://www.ilo.org/public/english/protection/safework/hazardwk/radiprot/ilorad.htm>

Excerpt from introduction:

The protection of the worker against ionizing radiations falls naturally within the scope of ILO's programme of action on occupational safety and health which uses, in a coordinated manner, the various means of action available to the ILO to give governments, employers' and workers' organizations the necessary help in drawing up and implementing programmes for the improvement of working conditions and environment.

Safety and health in the use of chemicals at work: A training manual

Bakar Che Man, Abu; Gold, David
Geneva: International Labour Organization, 1998, 87 p.
ISBN 9 221 06470 0
<http://www.ilo.org/public/english/protection/safework/publicat/iloshcat/chemicals.htm>
<http://www.itcilo.it/english/actrav/telearn/osh/kemi/scan/sandhm.htm>

Excerpt from introduction:

This manual covers the following topics:

- health risks resulting from exposure to chemical hazards at work;
- chemical fire and explosion hazards;
- basic principles of prevention;
- chemical emergency procedures;
- the management of a chemical control programme.

We hope that the information given in this manual will be of value to all those engaged in promoting or practicing the safe use of chemicals at work: managers, supervisors and workers' representatives, health and safety officers and trainers. It is written in straightforward language and assumes a minimum of technical knowledge. It is thus particularly suitable for use on training courses.

Safety in the use of radiofrequency electric heaters and sealers

OSH Series, No. 71
Geneva: International Labour Organization, 1998, 80 p.
ISBN 9 221 10333 1
<http://www.ilo.org/public/english/protection/safework/publicat/iloshcat/rad-prot.htm>

Description from website:

This book provides practical guidance on working conditions and procedures that will lead to higher standards of safety for all personnel engaged in the use of radiofrequency (RF) heaters and sealers. It covers RF and electromagnetic radiation, sources, exposure and energy absorption, RF biological effects, occupational RF exposure standards and guidelines, exposure assessment, control technology, work practices and administrative controls, design and installation considerations, and medical surveillance.

A step by step guide for managing chemicals in the workplace

WorkSafe Victoria
Melbourne: Victorian WorkCover Authority, 2001
[http://www.workcover.vic.gov.au/dir090/vwa/publica.nsf/e896202ed5288d354a256706001b2c3e/1F829C059B11E6934A256B6D001AFF56/\\$File/Managing_chemicals_in_Workplace.pdf](http://www.workcover.vic.gov.au/dir090/vwa/publica.nsf/e896202ed5288d354a256706001b2c3e/1F829C059B11E6934A256B6D001AFF56/$File/Managing_chemicals_in_Workplace.pdf)

Excerpt from introduction:

The purpose of this guide is to help employers to manage chemicals safely, and in doing so to comply with the relevant aspects of the Victorian Occupational Health and Safety (Hazardous Substances) Regulations 1999 and the Dangerous Goods (Storage and Handling) Regulations 2000.

Voluntary initiatives affecting training and education on safety, health and environment in the chemical industries: Report for discussion at the Tripartite Meeting on Voluntary Initiatives Affecting Training and Education on Safety, Health and Environment in the Chemical Industries

Hurst, Peter

Geneva: International Labour Organization, 1999, 75 p.

ISBN 9 221 11352 3

<http://www.ilo.org/public/english/dialogue/sector/techmeet/tmci99/tmcirep.htm>

Description from VOCED website:

The tripartite sectoral meetings comprising representatives of governments, employers and workers, are held to discuss current employment and labour issues of importance in the industry concerned and to provide guidance for action, at national and international levels, by employers' and workers' organisations, governments and the ILO itself. This report was prepared by ILO as a basis for discussions at the chemical industries meeting and covers: what voluntary initiatives (VI) are, why they are needed in the chemical industry and the types of VIs; chemical industry initiatives; the impact of VIs on health, safety and environment (HSE) training and education, company and plant-level training and education, trade association training and education activities, chemical, distribution/supply training and education, outreach training and education and evaluating the impact of VIs on HSE training, education and performance; and a list of points suggested for the meeting's discussions.

Ergonomics and Work Organisation

Applying global best practice: Workers and the "new" methods of production organization

van Liemt, Gijsbert

Employment and Training Papers 15

Geneva: International Labour Organization, 1998, 18 p.

ISBN 9 221 11008 7

ISSN 1020-5322

<http://www.ilo.org/public/english/protection/safework/publicat/iloshcat/work-org.htm>

<http://www.ilo.org/public/english/employment/strat/download/etp15.pdf>

Excerpt from foreword:

Around the world, lower trade and capital barriers are placing pressure on producers of internationally traded goods to adopt "Best Practice" methods of production organizations. These methods, which aim at achieving the highest levels of flexibility, productivity and quality, greatly enhance competitiveness. It is the reason why so many producers seek to implement them.

Global Best Practice (GBP) methods help producers remain flexible but a primary question is how this production flexibility affects workers. In particular, to what extent are Best Practice methods used by employers to pass on to workers the uncertainty that they encounter in the marketplace, or how can the new terms of employment of types of jobs be made mutually beneficial to workers and employers. An underlying theme is the extent to which national policies and traditions, including labour market regulation and collective bargaining, help shape the adoption of these Best Practices.

The paper begins by giving a concise definition of the set of workplace organization and labour management practices referred to as the current Global Best Practice. It then articulates two sets of questions. The first set identifies important research issues on the implication of the wider adoption of these practices for workers. The second set asks whether these practices will spread beyond traded manufacturers and what factors influence their adoption.

Improving working conditions and productivity in the garment industry*

Hiba, J.C.

Geneva: International Labour Organization, 1998

ISBN 9 221 10849 X

<http://www.ilo.org/public/english/protection/safework/publicat/iloshcat/ergonom.htm>

Description from website:

This is a book about survival and growth in small or medium-sized clothing firms, through building a more effective enterprise. The ideas you will find in this book are practical and low-cost, covering materials storage and handling; workstation and product design; machine safety, maintenance and environmental control; lighting; premises; work organization and work processes; and welfare, facilities and benefits.

*Also found under *Specific Industrial Sectors — Other*

Work organization and ergonomics

Di Martino, V.; Corlett, N. (eds.)

Geneva: International Labour Organization, 1998, 211 p.

ISBN 9 221 09518 5

<http://www.ilo.org/public/english/protection/condtrav/publ/wtwo-vd-nc.98.htm>

<http://www.ilo.org/public/english/protection/safework/publicat/iloshcat/ergonom.htm>

Description from Safework website:

This book shows how to use ergonomics and work organization to improve working conditions, increase productivity and enhance quality and performance. It draws together some of the basic changes being applied by enterprises worldwide, and explains briefly what they are and how others can benefit from them. The authors, international experts in engineering, ergonomics, social sciences and work organization, have written an easy-to-read, practical manual.

This is a book about survival and growth in small or medium-sized clothing firms, through building a more effective enterprise. The ideas you will find in this book are practical and low-cost, covering materials storage and handling; workstation and product design; machine safety, maintenance and environmental control; lighting; premises; work organization and work processes; and welfare, facilities and benefits.

Workplace ergonomics: A practical guide

McKeown, Céline; Twiss, Michael

IOSH, 2001, 160 p.

ISBN 0 901 35726 X (Paperback)

<http://www.iosh.co.uk/index.cfm?go=publications.main>

Description from website:

A no-nonsense introduction to workplace ergonomics.

Workplace ergonomics focuses on the importance of designing to suit real people in the real world. The authors, both consultant ergonomists, write from experience of a wide range of workplace interventions.

Workplace ergonomics: a practical guide:

- looks at the basics of workplace design and layout
- covers machine and tool use
- examines how job structure plays a major part in determining whether individuals are comfortable and healthy at work
- introduces anthropometry in clear, straightforward terms
- offers pragmatic solutions to typical display screen work problems
- provides practical guidance on the management of manual handling
- explains the likely causes and consequences of upper limb disorders
- has useful summary sections providing key points at a glance
- uses easy-to-follow examples from a broad spectrum of workplace situations.

General Occupational Safety and Health

Activities of the ILO, 1998-99. Report of the Director-General to the International Labour Conference, 88th Session.

Geneva: International Labour Organization, 2000

Report 1A. 40 p.

ISBN 9 221 11505 4

ISBN 9 221 11515 1 Appendix

ISSN 0074-6681

<http://www.ilo.org/public/english/protection/safework/publicat/iloshcat/general.htm>

<http://www.ilo.org/public/english/standards/relm/ilc/ilc88/rep-1a-i.htm>

Excerpt from introduction:

The ILO Programme and Budget for 1998-99 addresses three main objectives, which therefore provide the framework for reporting in the present document:

- support to democracy and fundamental workers' rights;
- promoting employment and combating poverty;
- protecting working people.

The first three chapters of this Report summarize the ILO's activities in these three priority areas. Chapter 4 concerns the activities of the International Institute for Labour Studies and the ILO's Turin Centre. More detail may be found in Chapter 5 of activities in the five regions: Africa, Americas, Arab States, Asia and the Pacific, and Europe and Central Asia. A sixth chapter describes service and support activities in the Office. The Report also contains a number of annexes covering action taken on resolutions adopted by the International Labour Conference, appropriations and expenditure for the biennium, technical cooperation expenditure, meetings and publications.

Ambient Factors in the Workplace: An ILO code of practice

Geneva: International Labour Organization, 2001, 94 p.

ISBN 9 221 11628 X

<http://www.ilo.org/public/english/support/publ/online.htm>

<http://www.ilo.org/public/english/protection/safework/cops/english/download/e000009.pdf>

Excerpt from publication:

The objectives of this code are:

- (a) to prevent or reduce the incidence and severity of illness and injury arising from specified hazardous ambient factors at work;
- (b) to protect workers from hazards or risks to safety and health resulting from exposure to them;
- (c) to assist and facilitate the improved management of occupational health issues in or about the workplace; thereby enhancing the protection of the general public and the environment.

This code provides guidance on the role and obligations of competent authorities and the responsibilities, duties and rights of employers, workers and all other parties involved, with regard to hazardous ambient factors, in particular in:

- (a) setting up effective legal and administrative frameworks for the prevention and reduction of hazards and risks;
- (b) the aims of and mechanisms for eliminating, minimizing and controlling hazards;
- (c) the assessment of risk and of the measures that need to be taken;
- (d) the surveillance of the working environment;
- (e) providing information and training to workers.

Beyond survival: Organizing the informal economy

ILO Bureau for Workers' Activities

Geneva: International Labour Organization, 2000, 11 p.

ISBN 9 221 12065 1

<http://www.ilo.org/public/english/dialogue/actrav/publ/informe.pdf>

Excerpt from publication:

The informal economy has been growing for decades and is the largest "economy" in many countries. The fate of these workers cannot remain as it is. And, it doesn't have to. The trade union movement, governments and international organizations can and should provide a humane and viable alternative.

China: Promoting safety and health in township and village enterprises.

ILO East Asia Multidisciplinary Advisory Team

Bangkok: International Labour Organization, 1998, 55 p.

ISBN 9 221 11334 5

<http://www.ilo.org/public/english/region/asro/bangkok/asiaosh/country/china/tradeuni/chinatss.htm>

Excerpt from foreword:

Township and village enterprises (TVEs) are playing an increasingly important role in rapidly growing industries in China. They are making a significant economic contribution, and their national industrial output exceeds the output of state-owned enterprises. They are also a major source of employment, creating more than 120 million jobs. However, their adverse impact on the environment has become a major concern both for the Government and the public. The protection of workers' safety and health also lags far behind the economic performance of TVEs. Causes include the general lack of awareness, low level of education of managers and workers, outdated technology, and non-availability of technical and financial support. Comprehensive measures to improve working conditions and the environment in TVEs are urgently needed. The report discusses practical solutions to pressing occupational safety and health problems in TVEs. It provides a basis for formulating a technical cooperation project to be funded by international donors. A proposal paper on promoting safety and health in the development of TVEs, prepared separately, supplements the report.

Decent work and protection for all: Priority of the Americas. Report of the Director-General

International Labour Organization, 1999, 153 p.

ISBN 9 221 11564 X

<http://www-ilo-mirror.cornell.edu/public/english/protection/safework/publicat/iloshcat/general.htm>

<http://www.rojasdatabank.org/ilolima.htm>

Contents:

Preface

Part I. Labour challenges in the new structural context.

Part II. Activities carried out during the period 1994-1999.

Part III. The labour agenda of the ILO for the next decade in Latin America and the Caribbean

Statistical Annex

Bibliography

Decent work and protection for all in Africa: Report of the Director-General to the Ninth African Regional Meeting, Abidjan, 1999

Geneva: International Labour Organization, 1999, 32 p.

ISBN 9 221 11842 8

<http://www.ilo.org/public/english/standards/relm/rgmeet/9arm/pdf/decent-w.pdf>

Excerpt from introduction:

[T]he ILO's primary objective is to ensure that each woman and man obtains decent and productive work in conditions of freedom, equity, security and human dignity. This is a major challenge for the Organization, especially in a world where employment is an issue of vital concern and constitutes one of the key factors of economic security and the fight against poverty and vulnerability.

In order to address the above challenge, this discussion paper presents the four strategic objectives that will guide the ILO's policies and programmes in the coming years in Africa. These objectives make up the core of the Programme and Budget for 2000-01 and have also been developed in the Report of the Director-General to the 1999 International Labour Conference entitled "Decent work". The objectives are: (i) promotion and realization of fundamental principles and rights at work, (ii) creation of greater opportunities for women and men to secure decent employment and income, (iii) enhancing the coverage and effectiveness of social protection for all, and finally (iv) strengthening tripartism and social dialogue. Appraisal of development needs and gender dimensions will be cross-cutting issues in defining specific activities in all strategic objectives.

The purpose of this report is thus to launch an interactive ex-change of experiences and views on the future direction of the ILO's programme of technical cooperation grounded in African regional needs.

Decent work: Report of the Director-General

International Labour Conference, 87th session

Geneva: International Labour Organization, 1999, 80 p.

ISBN 9 221 10804 X

ISSN 0074-6681

<http://www.ilo.org/public/english/standards/relm/ilc/ilc87/rep-i.htm>

Excerpt from preface:

This Report proposes a primary goal for the ILO in this period of global transition — securing decent work for women and men everywhere. It is the most widespread need, shared by people, families and communities in every society, and at all levels of development. Decent work is a global demand today, confronting political and business leadership worldwide. Much of our common future depends on how we meet this challenge.

The Report aims to focus the energies of the ILO on this major problem of our time. It seeks to create a unity of purpose among the three constituents — governments, workers and employers — which will send a clear and distinctive message about the Organization to public opinion at large.

The Report complements the Programme and Budget proposals for 2000-01 in three ways. First, it brings the four strategic objectives together so as to send a single message on what the ILO intends to do. Second, it translates this vision into the realities of programme priorities and capabilities. Third, it views the ILO's activities from the perspective of the various regions of the world, thus reflecting the developmental and institutional diversity of people who experience an increasingly common world of work in different ways.

Employment-intensive infrastructure programmes: Labour policies and practices.

Tajgman, D.; de Veen, J. J.

Geneva: International Labour Organization, 1998, 240 p.

ISBN 9 221 11034 6

<http://www-ilo-mirror.cornell.edu/public/english/support/publ/xttextcon.htm#b0346>

Description from website:

This guide presents the current experience on how labour issues are dealt with in employment-intensive infrastructure programmes. It provides guidance on how progress on working conditions and standards can be made with the involvement of the social partners. Separate sections contain advice for the government ministries responsible for civil works, labour and employment, workers' and employers' organizations.

Encyclopaedia of occupational health and safety. Fourth edition

Stellman, Jeanne M. (ed.)

International Labour Organization, 1998

ISBN 9 221 09203 8 (4 Volume Print Version)

ISBN 9 221 09818 4 (CD-ROM, single user)

ISBN 9 221 10403 6 (Print & CD-ROM set)

<http://www.ilo.org/public/english/support/publ/xtextre.htm#b103>

<http://www.ilo.org/public/english/support/publ/encyc/>

Description from website:

The Encyclopaedia of Occupational Health and Safety is the authoritative source of information on all aspects of the multidisciplinary field of occupational safety and health. The new edition was produced through the collaboration of thousands of recognized experts from over 50 countries. There are over 1,000 articles in the fourth edition. They are complemented by over 1,000 illustrations and easy-to-read tables in an attractive, specially designed format.

Volume I is made up of four parts which comprehensively address health and management issues.

Volume II focuses entirely on hazards and its detailed analysis is divided into four parts

Volume III looks at the activities and substances involved in all of the major industries.

Volume IV contains useful Guides and Indexes.

Fundamental principles of occupational health and safety

Alli, B.

Geneva: International Labour Organization, 2001, 154 p.

ISBN 9 221 10869 4

<http://www.ilo.org/public/english/support/publ/online.htm>

<http://www.ilo.org/public/english/support/publ/pdf/fundamen.pdf>

Excerpt from introduction:

This book aims to serve as a guide or reference for the development of occupational health and safety policies and programmes. It covers the fundamental principles of occupational health and safety, based on the ILO's

philosophy of prevention and protection, which stems from the Organization's mandate in the field of occupational health and safety. The contents are derived from information embodied in ILO standards, codes of practice and conference resolutions, which outline an occupational health and safety strategy that can be used as a basis for policies and programmes to make the working environment safe and healthy for all. The book summarizes the principles of prevention and protection reflected in these instruments for the use of those responsible for occupational health and safety policies, laws, regulations and programmes.

This publication is primarily intended for policy-makers, workers' organizations, employers and senior labour administrators involved in occupational health and safety activities, who play a pivotal role in ensuring that implementable occupational health and safety policies are put in place. It is also for the use of factory inspectors, managers, supervisors and workers' representatives in workplaces throughout the world, who implement occupational health and safety policies.

Health and safety at work: A trade union priority, Labour Education 2002/1, No. 126

Various authors

Labour Education Series

Geneva: International Labour Organization, 2002

<http://www.ilo.org/public/english/dialogue/actrav/publ/126/126e.pdf>

Contents:

- Life and health are fundamental rights for workers, by Jukka Takala
- Unsafe production is unsustainable production, by Winston Gereluk and Lucien Royer
- When it comes to health and safety, your life should be in union hands, by Rory O'Neill
- Safer farms for safer food, by Peter Hurst
- Preventing injuries and ill-health in the construction industry, by Fiona Murie
- Finding the formula for chemical safety, by Ian Graham
- Health and safety in transition, by Annie Rice
- Safety in French-speaking Africa – social security's role, by Tharcisse Nkanagu
- Caribbean work safety: Trends and challenges, by Evelyn Greaves
- Europe slipping on health and safety, by Anne Renaut
- Malaysia goes for tripartism on safety and health, by A. Navamukundan
- Improving health and safety – new law for New Zealand, by Ross Wilson
- Ten safety and health challenges for the twenty-first century, by Juan Carlos Hiba
- Workplace stress: A collective bargaining issue, by Anne-Marie Mureau
- Night work – the dark side, by Samuel Grumiau
- Body mapping for workplace health, by Peter Kirby

Health and safety at work: The role of research

International Conference on Health Research for Development, Proceedings of the Parallel Session on Health and Work, Bangkok, Thailand.

Lehtinen S.; Rantanen J. (eds.)

Helsinki: Finnish Institute of Occupational Health, 2001, 29 p.

People and Work, Research Reports 43

ISBN 9 518 02423 5

<http://www.occuphealth.fi/Internet/English/Information/Publications/Alphabetical+order/Proceedings.htm>

Description from website:

The Conference was held in Bangkok, Thailand, on 10–13 October 2000. The presentations focus on the research priorities and needs of developing countries in the area of health and safety at work. Global as well as regional developments are considered. Also the Summary Report of the Conference is included.

ILO standards-related activities in the area of occupational safety and health

International Labour Conference, 91st Session 2003, Report VI

International Labour Organization, 2003, 124 p.

ISBN 9 221 12883 0

<http://www.ilo.org/public/english/standards/relm/ilc/ilc91/reports.htm>

<http://www.ilo.org/public/english/standards/relm/ilc/ilc91/pdf/rep-vi.pdf>

Excerpt from introduction:

The present discussion is aimed at examining the impact, coherence and relevance of ILO standards and related activities in the area of occupational safety and health and to develop a consensus on a plan of action to increase their impact.

ILO thesaurus: Labour, employment and training terminology. Fifth Edition

International Labour Organization, 1998, 828 p.

ISBN 9 220 06429 4

<http://www.ilo.org/public/english/support/publ/pindex.htm>

Description from website:

This completely revised and updated new quadri-lingual thesaurus [English, French, Spanish and German] will be indispensable for indexing and retrieving information on the world of work. It contains all the terminology used in indexing and retrieving information recorded in the ILO Library's LABORDOC database, specialized information services of other ILO departments, and labour libraries from around the world.

Improvement of working conditions and environment in the informal sector through safety and health measures: Working paper

Forastieri, Valentina

ILO Infocus Programme on Safe Work

Geneva: International Labour Organization, July 1999

<http://www.ilo.org/public/english/protection/safework/sectors/informal/inform1.htm>

<http://www.ilo.org/public/english/protection/safework/sectors/informal/inform1.pdf>

Excerpt from executive summary:

Inadequate safety and health standards and environmental hazards are particularly evident in the case of the informal sector. Informal sector's workers do not have the necessary awareness, technical means and resources to implement health and safety measures. The protection of the health and welfare of workers in the informal sector is a challenge which should be faced with an integrated approach to health promotion, social protection and employment creation. Innovative means to prevent occupational accidents and diseases and environmental hazards need to be developed through cost-effective and sustainable measures at the work-site level to allow for capacity-building within the informal sector itself. Building-on local institutional support to progressively extend social protection will be critical. Special attention should be paid to the sensitization of policy makers, municipal authorities and labour inspection services to change their traditional role towards a preventive and promotional approach. The extension of occupational health care to workers in the informal sector should be promoted incorporating occupational health into public health care services at district and local levels and establishing a link between first aid and prevention at the work-site's level.

International labour standards: A workers' education manual. Fourth edition

International Labour Organization, 1998, 159 p.

ISBN 9 221 10330 7

<http://www.ilo.org/public/english/support/publ/xtextre.htm#b3307>

Description from website:

This book provides a brief but thorough introduction to the formulation, adoption and application of internationally agreed standards of good practice in labour matters - international labour Conventions and Recommendations, and has been updated to cover developments up to mid-1997. By 1997, the ILO had adopted 181 international labour Conventions and 188 Recommendations on all aspects of the world of work. How are these standards elaborated and how is their application ensured? The manual is intended for trade unionists, students and the general reader interested in labour matters, social issues and human rights. It is designed for use on workers' education courses as well as for individual study.

Maintenance of work ability research and assessment: Summaries

Peltomäki, P.; Hussi, T.; Julin, H. et al (eds.)

2002, 75 p.

ISBN 9 518 02502 9

<http://www.occuphealth.fi/Internet/English/Information/Publications/Alphabetical+order/eng32.htm>

Description from website:

The objective of the project regarding research on and assessment of the maintenance of work ability and health promotion was to evaluate the MWA and the workplace health promotion activities carried out. The practical assessment work presupposed by the project was carried out by six working groups, each of which produced an evaluation report in Finnish. This report contains summaries of the original evaluation reports.

Meeting of experts on ambient factors in the workplace: An ILO code of practice

Geneva: International Labour Organization, 2001

ISBN 9 221 1628 X

<http://www.ilo.org/public/english/protection/safework/cops/english/download/e000009.pdf>

Excerpt from preface:

The provisions of this code should be considered as the basis for eliminating or controlling exposure to hazardous airborne chemicals, ionizing and non-ionizing radiation, ultraviolet, infra-red and (in some circumstances) visible radiation, electric and magnetic fields, noise, vibration, high and low temperatures and humidity.

[T]his code places emphasis on the role and obligations of competent authorities, the responsibilities of employers and the duties and rights of workers and others with regard to the prevention of illness and injury to health due to hazardous ambient factors in the working environment. It deals, in particular, with the setting up of legal, administrative and practical procedures and frameworks for the assessment of hazards, risks and of control measures, the aims of and mechanisms for identifying and eliminating or controlling the hazard or risk from hazardous ambient factors; the surveillance of workers' health and of the working environment; and the provision of information and training to workers.

Meeting of experts on labour statistics: Occupational injuries. Geneva, 30 March - 3 April 1998. Report

Geneva: International Labour Organization, GB.272/3, 272nd Session, 1998

ISBN 9 221 10970 4

<http://www.ilo.org/public/english/protection/safework/publicat/iloshcat/general.htm>

<http://www.ilo.org/public/english/standards/relm/gb/docs/gb272/gb-3.htm>

Excerpt from publication:

At its 270th Session (November 1997), the Governing Body of the International Labour Office (ILO) decided to convene a Meeting of Experts on Labour Statistics. The Meeting was held in Geneva from 30 March to 3 April 1998.

The agenda of the Meeting was the following:

- I. Methods of measurement of occupational injuries.
- II. Classifications of occupational injuries.

Occupational health and safety policy no. P-07: Managing hazardous substances

Canberra Institute of Technology. Work Environment Dept (CIT)

Canberra: Canberra Institute of Technology, 1998

[http://www.voced.edu.au/cgi-bin/get-](http://www.voced.edu.au/cgi-bin/get-iso8.pl?off=19188992&db=voced&patlist=policy%7Cinstitute%7Ctechnology%7Ccanberra)

[iso8.pl?off=19188992&db=voced&patlist=policy%7Cinstitute%7Ctechnology%7Ccanberra](http://www.voced.edu.au/cgi-bin/get-iso8.pl?off=19188992&db=voced&patlist=policy%7Cinstitute%7Ctechnology%7Ccanberra)

Description from VOCED website:

This policy paper outlines measures the Canberra Institute of Technology will undertake to protect staff, third parties and the environment from adverse exposure to hazardous substances. The paper details the methods by which the Institute will identify, assess and control risks arising from the use, production, handling, storage, transport or disposal of hazardous substances.

Occupational health and safety policy no. P-08: Preventing skin cancer

Canberra Institute of Technology. Work Environment Dept (CIT)

Canberra: Canberra Institute of Technology, 1998

[http://www.voced.edu.au/cgi-bin/get-](http://www.voced.edu.au/cgi-bin/get-iso8.pl?off=19190317&db=voced&patlist=preventing%7Cancer%7Cskin)

[iso8.pl?off=19190317&db=voced&patlist=preventing%7Cancer%7Cskin](http://www.voced.edu.au/cgi-bin/get-iso8.pl?off=19190317&db=voced&patlist=preventing%7Cancer%7Cskin)

Description from VOCED website:

This policy paper outlines measures that the Canberra Institute of Technology will undertake to protect staff and students from skin cancer arising from exposure to ultra violet (UV) radiation from sunlight during the course of work-related outdoor tasks. Identification, assessment and control of risk will be carried out.

Occupational injuries. Sources and methods: Labour statistics volume 8

Geneva: International Labour Organization, 1999, 399 p.

ISBN 9 220 10753 8

<http://www.ilo.org/public/english/protection/safework/publicat/iloshcat/general.htm>

<http://www.ilo.org/public/english/bureau/stat/publ/ssm8.htm>

Description from website:

This volume presents methodological descriptions of the national statistics on occupational injuries published by the ILO in the 1997 edition of the Yearbook of Labour Statistics. It contains descriptions in respect of 113 countries, areas and territories.

This volume provides basic methodological information on the sources and methods used in each country when compiling these statistics and illustrates the differences between various national series with respect to the concepts and methodologies used by countries.

Principles of health and safety at work. International edition

St John Holt, Allan

IOSH, 2002

ISBN 0 901 35722 7

<http://www.iosh.co.uk/index.cfm?go=publications.main>

Description from website:

The second international edition of Principles provides information on the basics of practical workplace health and safety - without specific reference to local and international laws. The manual is aimed at safety practitioners, managers and company secretaries based overseas, and is ideal for use as part of 'Managing Safely' courses delivered outside the UK.

Principles of safety and health at work. 6th edition

St. John Holt, Allan

IOSH, 2002, 332 p.

ISBN 0 901 35729 4 (Hardback)

ISBN 0 901 35730 8 (Paperback)

<http://www.iosh.co.uk/files/publications/Principles6flyer030225.pdf>

Description from website:

As the best-selling introduction to health and safety, *Principles* is widely recognised as the authoritative one-stop summary of basic material. Written by acknowledged safety expert Allan St John Holt, the sixth edition is a handbook for learning, your indispensable guide to understanding complex topics with ease.

The new edition has been updated and remains the recommended text for IOSH's 'Managing Safely' course and a recommended primer for the latest NEBOSH Certificate syllabus. Fully revised to reflect ENTO's new Level 3 standard, the text includes new legislation and recent developments in internet use.

Written in an uncomplicated, readable style, complex topics are kept simple with handy examples, checklists and sample formats. Helpful revision notes and practical self-assessment Q&As are designed to easily develop your knowledge.

Programme of action for occupational safety and health in Thailand towards the 21st century: An advisory report

Machida, Seiji

Bangkok: International Labour Organization, East Asia Multidisciplinary Advisory Team (ILO/EASMAT), 2000

ISBN 9 221 12110 0

<http://www.ilo.org/public/english/protection/safework/publicat/iloshcat/general.htm>

<http://www.ilo.org/public/english/region/asro/bangkok/asiaosh/country/thailand/progact/>

Excerpt from foreword:

The rapid growth and diversification of industry and economic activity in Thailand in recent years has helped the Kingdom make remarkable progress towards prosperity. However, this same growth has also presented Thailand with new challenges in a wide variety of fields, including, of course, occupational safety and health. The report proposes that the Government and the social partners take a number of actions to promote occupational safety and health in Thailand.

Safety and health at work. ILO-CIS bulletin

ISSN 1010-7053

<http://www.ilo.org/public/english/protection/safework/publicat/iloshcat/general.htm>

<http://www.ilo.org/public/english/protection/safework/cis/products/bulletin.htm>

Description from website:

Each issue contains a News and Activities section, four bibliographic sections designed to highlight important aspects of safety and health, and an index section. Annual cumulative author, subject and chemical indexes are included in the sixth issue of the Bulletin. A 5-year cumulative index is published as a separate publication.

Safety in numbers: Pointers for a global safety culture at work

International Labour Organization

Geneva: International Labour Organization, 2003, 27 p.

ISBN 9 221 13741 4

http://www.ilo.org/public/english/protection/safework/worldday/report_eng.pdf

Excerpt from publication:

[W]e have assembled our main arguments in this one short, easily read publication. For those who want more detail, we give references for further reading. For those – in business, in government, in the unions – who need to take the right decisions fast, Safety in Numbers gives the main facts:

The challenge:

Our estimates of work-related deaths, injuries and diseases worldwide. The biggest killers. Regional trends. Sectors most at risk. And how we arrived at the figures.

Safety pays:

Why lean safety is a false economy. Worker health, national wealth. Safe-working countries compete better. Safety and companies' bottom line.

A global safety culture:

Enterprise management and commitment are key. The stronger the union, the safer the workplace. Local action, global framework. ILO standards on safety and health. Decent work is safe work.

Skin cancer and outdoor work. Safety Bulletin 34

Workplace Standards Tasmania, SB034, 2001

<http://www.workcover.tas.gov.au/attach/sb034spdf.pdf>

Excerpt from publication:

Outdoor workers have a higher risk of skin cancer as they can spend many hours outside being exposed to the sun's ultra violet rays.

Every work place should carry out its own assessment of sun exposure. Employers and employees need to identify the jobs, tasks and work breaks that expose workers to solar UV rays.

Statistics for occupational injuries: Sixteenth International Conference of Labour Statisticians. Report

Geneva: International Labour Organization, 1998, 143 p.

ISBN 9 221 11474 0

<http://www.ilo.org/public/english/protection/safework/publicat/iloshcat/general.htm>

<http://www.ilo.org/public/english/bureau/stat/download/16thicls/report3.pdf>

Excerpt from introduction:

The aims of this report are to discuss the major issues involved in the measurement and classification of occupational injuries and to make proposals for new international guidelines in this field.

Terms of employment and working conditions in health sector reforms: Report for discussion at the Joint Meeting on Terms of Employment and Working Conditions in Health Sector Reforms

Geneva: International Labour Organization, 1998, 108 p.

ISBN 9 221 11070 2

<http://www.ilo.org/public/english/dialogue/sector/techmeet/jmhsr98/jmhsrr.htm>

Excerpt from preface:

This report has been prepared by the International Labour Office as the basis for discussions at the Joint Meeting on Terms of Employment and Working Conditions in Health Sector Reforms. It reviews the impact of health sector reforms on health workers and the implications of changes in employment and pay, labour relations, working conditions and terms of employment on the general performance of health systems in the light of the links between health policy, human health and the economy.

World labour report 2000: Income security and social protection in a changing world

Geneva: International Labour Organization, 2000, 260 p.

ISBN 9 221 10831 7

<http://www.ilo.org/public/english/protection/safework/publicat/iloshcat/general.htm>

<http://www.ilo.org/public/english/protection/socsec/pol/publ/wlrblurb.htm>

Excerpt from preface:

This report offers a snapshot, a review of where we stand globally on income security and social protection — the main problems which are being tackled, the instruments which are being used, their successes and failures, the challenges for the future. It looks at how changing demographics and social patterns are changing needs for security, at trends in social security expenditures, at the specific problems of pensions, health care, disability, unemployment and other benefits. And it discusses how systems of protection might be extended to reach the population as a whole, and restructured to meet new needs.

Yearbook of labour statistics 1998, 57th issue

International Labour Organization

Together with: Sources and Methods: Labour Statistics Vol. 9, 1998, 1269 p.

ISBN 9 220 07357 9

ISSN 0084-3857

<http://www.ilo.org/public/english/support/publ/pindex.htm>

Description from website:

Data are published, wherever possible, according to the latest versions of the following international classifications: International Standard Industrial Classification of all Economic Activities (ISIC) Revision 3; International Standard Classification of Occupations (ISCO-88); International Classification of Status in Employment (ICSE-93) and the International Standard Classification of Education (ISCED), 1976. This new edition contains 31 tables corresponding to nine major substantive chapters on the following: economically active population, employment, unemployment, hours of work, wages, labour cost, consumer prices, occupational injuries and strikes and lockouts

Yearbook of labour statistics 1999, 58th issue

International Labour Organization

Together with: Sources and Methods: Labour Statistics, Vol. 9, 1999, 1352 p.

ISBN 9 220 07358 7

<http://www.ilo.org/public/english/support/publ/pindex.htm>

Description from website:

Data are published, wherever possible, according to the latest versions of the following international classifications: International Standard Industrial Classification of all Economic Activities (ISIC) Revision 3; International Standard Classification of Occupations (ISCO-88); International Classification of Status in Employment (ICSE-93) and the International Standard Classification of Education (ISCED), 1976. This new edition contains 31 tables corresponding to nine major substantive chapters on the following: economically active population, employment, unemployment, hours of work, wages, labour cost, consumer prices, occupational injuries and strikes and lockouts.

Yearbook of labour statistics 2000, 59th issue

International Labour Organization

2000, 1300 p.

ISBN 9 220 11371 6

<http://www.ilo.org/public/english/support/publ/pindex.htm>

Description from website:

The world's foremost statistical reference on labour questions, this annual resource provides the principal labour statistics for over 190 countries, areas and territories, with tables providing detailed data from the last ten years. Drawing mainly from national statistical services or official national publications, the data comprising this volume are published whenever possible, according to the latest versions of the international standard classifications. It provides nine comprehensive chapters focusing on economically active population, employment, unemployment, hours of work, wages, labour costs, consumer prices, occupational injuries, and strikes and lockouts.

Yearbook of labour statistics 2001, 60th issue

International Labour Organization

2001, 1538 p.

ISBN 9 220 11375 9

<http://www.ilo.org/public/english/support/publ/xtextls.htm#b3759>

Description from website:

Since its first edition in 1935-36, the Yearbook of Labour Statistics has established itself as the world's foremost work of statistical reference on labour questions, bringing together in systematic form a mass of data from a vast network of authoritative sources of information in some 190 countries.

Data are published, wherever possible, according to the latest version of the following international standard classifications: International Standard Industrial Classification of all Economic Activities (ISIC), Revision 3; International Standard Classification of Occupations (ISCO-88); International Classification of Status in Employment (ICSE-93) and the International Standard Classification of Education (ISCED), 1976.

This new (60th) edition contains 31 tables corresponding to nine major substantive chapters on the following: economically active population, employment, unemployment, hours of work, wages, labour costs, consumer prices, occupational injuries, strikes and lockouts

Yearbook of labour statistics 2002, 61st issue

International Labour Organization

2002, 1659 p.

ISBN 9 220 11377 5

<http://www.ilo.org/public/english/support/publ/xtextls.htm#b3775>

Description from website:

The world's foremost statistical reference on labour questions, this annual resource provides the principal labour statistics for over 190 countries, areas and territories, with tables providing detailed data from the last ten years. Drawing mainly from national statistical services or official national publications, the data comprising this volume are published whenever possible, according to the latest versions of the international standard classifications. Nine comprehensive chapters focus on economically active population, employment, unemployment, hours of work, wages, labour costs, consumer prices, occupational injuries, and strikes and lockouts.

HIV/AIDS**Action against HIV/AIDS in Africa: An initiative in the context of the world of work**

ILO Infocus Programme on Safe Work

Geneva: International Labour Organization, 2000, 103 p.

ISBN 9 221 11916 5

<http://www.ilo.org/public/english/protection/safework/publicat/iloshcat/hygiene.htm>

<http://www.ilo.org/public/english/protection/trav/aids/publ/actagae.pdf>

Excerpt from preface:

The primary goal of the ILO is to promote opportunities for women and men to obtain decent and productive work, in conditions of freedom, equity, security and human dignity. This goal is being threatened by the HIV/AIDS pandemic. People living with HIV/AIDS are victims of discrimination in respect of employment and occupation. The pandemic is impacting negatively on employment, especially in the small-scale enterprises and the informal sector, and on the overall supply and quality of labour. Large sections of Africa's experienced labour force are decimated by the pandemic. The problem of child labour is exacerbated by the large number of orphaned children thrown into the streets and the labour market. Young women of child-bearing age are especially affected, thereby worsening the social and economic situation of women. Social security systems in many countries are threatened with bankruptcy. This list is by no means exhaustive.

For these reasons, there is growing concern among African member States for a more vigorous engagement by the ILO to help them combat the spread of HIV/AIDS and provide protection and support to its victims. In response, the ILO organized in Windhoek (11-13 October 1999) a successful Regional Tripartite Workshop, which led to an extensive exchange of views and experiences, and which concluded with a draft Platform of Action to be submitted to the Ninth African Regional Meeting (Abidjan, 8-11 December 1999) for final adoption. This booklet contains some of the basic documents and conclusions of this meeting.

Employers' handbook on HIV/AIDS: A guide for action

UNAIDS Publication, 2002

ISBN 9 291 73173 0

<http://www.unaids.org/EN/other/functionalities/Search.asp?StartRow=0>

http://www.ipieca.org/downloads/health/hiv/empl_handbook.pdf

Excerpt from preface:

It is hoped that this Handbook will serve as a guide to employers' organizations and their members in their endeavours to mitigate the impact of HIV/AIDS on their companies and business environments. The Handbook outlines a framework for action by both employers' organizations and their members, providing examples of innovative responses to the pandemic by their counterparts in other parts of the world. Constructive and proactive responses to HIV in the workplace can lead to good industrial relations and uninterrupted production.

HIV/AIDS and employment

N'Daba, L.; Hodges-Aeberhard, J.

Geneva: International Labour Organization, 1998, 71 p.

ISBN 9 221 10334 X

<http://www.ilo.org/public/english/protection/safework/publicat/iloshcat/hygiene.htm>

Description from website:

Using an international comparative survey conducted by the ILO in 12 countries, examines the legal framework and enterprise practices (e.g. codes of conduct on AIDS, AIDS agreements concluded in important industrial sectors, as well as negative practices), the impact of the measures taken, and recommendations for practical strategies. Proposes a number of criteria for the development of a tripartite strategy to combat AIDS at the workplace, and provides a model policy guide on measures that can be taken at the national level to prevent and combat discrimination in employment on the grounds of HIV-positive status or infection with AIDS.

HIV/AIDS and the world of work: An ILO code of practice

International Labour Organization, 2002, 63 p.

ISBN 9 221 11633 6

<http://www.ilo.org/public/english/support/publ/online.htm>

<http://www-ilo-mirror.cornell.edu/public/english/support/publ/pdf/hiv.pdf>

Excerpt from preface:

This code is the product of collaboration between the ILO and its tripartite constituents, as well as cooperation with its international partners. It was adopted unanimously by a Meeting of Experts on HIV/AIDS and the World of Work, held in Geneva from 14 to 22 May 2001. It provides invaluable practical guidance to policy-

makers, employers' and workers' organizations and other social partners for formulating and implementing appropriate workplace policy, prevention and care programmes, and for establishing strategies to address workers in the informal sector.

HIV/AIDS: A threat to decent work, productivity and development. Document for discussion at the special high-level meeting on HIV/AIDS and the world of work

Geneva: International Labour Organization, 8 June 2000

ISBN 9 221 12167 4

<http://www.ilo.org/public/english/protection/trav/aids/publ/threatdecentworkeng.pdf>

Excerpt from introduction:

Much has been learned about the pandemic and how it should be addressed — and in particular that AIDS prevention and care are complex issues requiring a multi-sectoral approach. However, the full potential role of the world of work as a major venue for partnerships and interventions to prevent HIV/AIDS, protect workers and reduce its impact on business remains untapped. It is therefore the purpose of this paper to examine the social and labour implications of HIV/AIDS, as well as current practices and approaches to addressing the problem. Based on a preliminary assessment of impact, constraints and opportunities, the paper goes on to explore the policy and programme elements of an ILO response to the tragedy.

HIV/AIDS in Africa: The impact on the world of work

Africa Development Forum 2000, Addis Ababa, Ethiopia: 3-7 December 2000

Geneva: International Labour Organization, 2000

ISBN 9 221 12338 3

<http://www.ilo.org/public/english/protection/trav/aids/publ/adforange.pdf>

Excerpt from introduction:

The ILO is pleased to participate in the Forum's reflections and to contribute substantively to an agreed plan of action. The primary goal of the ILO is to promote opportunities for women and men to obtain decent and productive work, in conditions of freedom, equity, security and human dignity. This goal is being threatened by the HIV/AIDS pandemic at every point: in terms of discrimination in employment, the size and composition of the labour force, the productivity of enterprises, the costs of health and social security, the economic opportunities of women, and the rising numbers of orphaned children being thrown out of education and onto the labour market. As a result the ILO has been asked by member States to help them combat the spread of HIV/AIDS and provide protection and support to those affected by the epidemic. The ILO accepts that it has a moral responsibility to integrate the world of work in HIV/AIDS programmes, a practical role in extending its educational and technical cooperation expertise to AIDS prevention and mitigation, and a political role in helping redefine the scope and nature of the response to HIV/AIDS – it will use its political weight in advocacy not only for the rights of workers but for the rights of poor countries to share in whatever knowledge, processes and treatment may reduce the impact of AIDS.

ILO action against HIV/AIDS: A framework for global and regional initiative. Discussion papers on HIV/AIDS and the world of work

Geneva: International Labour Organization, 1999, 11 p.

ILO Conditions of Work Branch.

<http://www.ilo.org/public/english/protection/safework/publicat/iloshcat/hygiene.htm>

ILO initiatives on HIV/AIDS: Discussion papers on HIV/AIDS and the world of work

Geneva: International Labour Organization, 1999, 46 p.

ILO Conditions of Work Branch.

<http://www.ilo.org/public/english/protection/safework/publicat/iloshcat/hygiene.htm>

Implementing the ILO code of practice on HIV/AIDS and the world of work: An education and training manual

International Labour Organization, 2002, 41 p.

ISBN 9 221 13462 8

<http://www.ilo.org/public/english/support/publ/pindex.htm>

Excerpt from foreword:

Training is at the core of the ILO's programme on HIV/AIDS. The manual is a training instrument which emphasizes practical activities and guidelines to help our constituents and other users apply the Code to national strategic plans and to develop targeted and effective workplace policies and programmes. It is also a source of information on HIV/AIDS from the perspective of the world of work.

The labour implications of HIV/AIDS: An exploratory note by J. M. Sehgal. Discussion papers on HIV/AIDS and the world of work

Geneva: International Labour Organization, 1999, 10 p.

ILO Conditions of Work Branch

<http://www.ilo.org/public/english/protection/safework/publicat/iloshcat/hygiene.htm>

Platform of Action on HIV/AIDS in the context of the world of work in Africa adopted by this Workshop and endorsed by the resolution on HIV/AIDS adopted by the Ninth ILO African Regional Meeting, Abidjan

December 1999. Geneva, 2000. 8 p.

ILO Infocus Programme on Safe Work

Policy and legal issues relating to HIV/AIDS and the world of work

Hodges-Aeberhard, J.

Discussion papers on HIV/AIDS and the world of work.

Geneva, 1999, 14 p.

ILO Conditions of Work Branch

<http://www.ilo.org/public/english/protection/safework/publicat/iloshcat/hygiene.htm>

Regional tripartite workshop on strategies to tackle social and labour implications of HIV/AIDS. ILO in collaboration with the Joint United-Nations Programme on HIV/AIDS (UNAIDS) (Windhoek, Namibia, 11-13 October 1999). Proceedings

Geneva, 1999, 61 p.

ISBN 9 221 11947 5

<http://www.ilo.org/public/english/protection/safework/publicat/iloshcat/hygiene.htm>

Tripartite interregional meeting on best practices in HIV/AIDS workplace policies and programmes

<http://www.unaids.org/en/in+focus/topic+areas/world+of+work-hiv+in+the+workplace.asp?StartRow=40>

Excerpt from publication:

Labour Administration and Inspection

The development and piloting of a training web site for health and safety enforcement officers

Ford, Norma; Murphy, Gai

In: British journal of educational technology, Vol. 33, No. 1, January 2002, p. 65-76

ISSN 0007-1013

<http://www.voced.edu.au/cgi-bin/get-iso8.pl?off=41692279>

Description from website:

This paper evaluates the development and piloting of a training website for Local Authority (LA) based health and safety enforcement officers and reviews the technique of knowledge elicitation as a means of informing training content. The research was part of a project funded by the Health and Safety Executive (HSE) to investigate the application of emerging technologies for enforcement officer training. A web site was developed to provide work-based training in the field of accident investigation, using a group knowledge elicitation technique. Evaluation of eight key aspects of the training was carried out to determine the acceptability and utility of the web site for health and safety inspector training. The majority of the

respondents believed that the training was realistic and that the embedded discussion facility had the potential to improve consistency of enforcement. Whilst many of the participants reported that this exercise was their first exposure to the Internet and some experienced minor difficulties using the technology, most found training via the Internet easy to use, an enjoyable experience and one they would like to repeat.

General Conditions of Work, Including Occupational Safety and Health as Reflected in the Country Profiles

Lurvey, Roy

In: New prevention strategies for labour inspection, Document No. 56, Chapter 2

ILO Government and Labour Law and Administration Department, 1998, 80 p.

ISBN 9 222 11313 2

<http://www.ilo.org/public/english/protection/safework/publicat/iloshcat/lab-insp.htm>

<http://www.ilo.org/public/english/dialogue/govlab/admitra/papers/1999/doc56/>

Excerpt from foreword:

Labour inspection services are increasingly devising and implementing prevention policies. This requires appreciation of the meaning of such orientations, their initial results and possible conflicts with more traditional policies which place greater emphasis on controls and sanctions. It is, in fact, important for a positive development of public services in general and for labour inspection systems in particular that such developments, their significance and the most interesting practices be made known throughout the world as quickly as possible.

Papua New-Guinea: Labour administration and workers' protection

Heron, L.R.; Machida, S.; Salter, W.D. (ILO South-East Asia and the Pacific Multidisciplinary Advisory team)

ILO Conditions of Work Branch

Manila: International Labour Organization, 1998, 66 p.

ISBN 9 221 11324 8

<http://www.ilo.org/public/english/protection/safework/publicat/iloshcat/lab-insp.htm>

<http://www.ilo.org/public/english/region/asro/mdtmanila/research/indexp.htm#pnglab>

Description from website:

This publication aims to achieve a better understanding of the strengths and weaknesses of existing policies, laws and institutional arrangements based on national and international labour standards. It makes recommendations for a policy framework, guidelines and operational strategy, including in relation to coordination within the Ministry for Employment and Youth (formerly the Industrial Relations Department) and between the Ministry and other Ministries and agencies. These recommendations focus particularly on options for strengthening the institutional capacities of the Government and workers' and employers' organizations to improve workers' protection, making the most effective use of limited resources and mobilizing resources for improving the protection of workers. A National Tripartite Workshop on Labour Administration and Workers Protection was held in Port Moresby from 10 to 11 November 1997, in cooperation between the ILO and the then Department of Industrial Relations, to consider the report and to make recommendations for national priorities in the areas covered by the report. The workshop reports and the conclusions adopted by it are reproduced in this publication.

Occupational Health Services

Good occupational health practice: A guide for planning and follow-up of occupational health services

Taskinen, H. (ed.)

Ministry of Social Affairs and Health, Finnish Institute of Occupational Health

Helsinki: 2001, 194 p.

ISBN 9 518 02333 6

<http://www.ttl.fi/NR/rdonlyres/D98BF0CC-2815-4BB3-8B2B-A73D5C71D985/0/gohp1.pdf>

Excerpt from publication:

This book describes the guidelines for occupational health practice in Finland.

Since the guidelines were created for the Finnish OHS and based on the Finnish legislation, the reader may not find all the ideas or recommended practices suitable for the situation in his/her country. We nevertheless hope that the following exercise will help in the search for practical tools for the implementation of OHS. Hopefully, this exercise also produced useful instruments for evaluating the performance of occupational health units and for promoting good occupational health practice.

Labour and social dimensions of privatization and restructuring: Health care services

Ullrich, G. (ed.)

ILO Sectoral Activities Programme

Geneva: International Labour Office, 1998, 94 p.

ISBN 9 221 11039 7

http://www.ilo.org/public/english/protection/safework/publicat/iloshcat/occ_hlth.htm

<http://www.ilo.org/public/english/dialogue/sector/papers/healthca/healthca.htm>

Excerpt from preface:

This work, which has been coordinated by the ILO's Salaried Employees' and Professional Workers' Branch of the Sectoral Activities Department, reviews the experience with privatization and restructuring of health care services in two different regions. Cases from the Americas (Canada, Chile and USA) by Sandra Polaski and from Europe (France, Germany, Sweden and the United Kingdom) by Stephen Bach are used to illustrate the broad variety of types of privatization and restructuring in different geographical, cultural, political and economic contexts. Against the background of specific health care systems, it assesses the extent, modalities and effects of stakeholders' participation in these reform processes. The impact of privatization and restructuring on employment levels and conditions of employment, working conditions and industrial relations is examined as well as the impact on the quality of the services. Lastly, it identifies conditions that can facilitate successful reforms of health care services. The studies are introduced by Gabriele Ullrich of the ILO Salaried Employees' and Professional Workers' Branch.

Occupational health service at the workplace

Forastieri, V.

Multidisciplinary Team for Central America, Safe Work, Programme on Safety, Health and Environment
International Labour Organization

<http://www.ilo.org/public/english/protection/safework/health/hlthserv.pdf>

Excerpt from introduction:

Provision of occupational health services means carrying out activities in the workplace with the aim of protecting and promoting workers' safety, health and well-being, as well as improving their working conditions and the working environment. These services are provided by occupational health professionals functioning individually or as part of special service units of the enterprise or of external services.

Occupational health practice is wider and consists not only of the activities performed by the occupational health service. It is multidisciplinary and multisectoral activity involving in addition to occupational health professionals other specialists both in the enterprises and outside, as well as the competent authorities, the employers, workers and their representatives. Such involvement requires a well-developed and well-coordinated system at the workplace. The necessary infrastructure should include all the administrative, organizational and operative systems that are needed to conduct occupational health practice successfully and ensure its systematic development and continuous improvement.

Proceedings on the international symposium on good occupational health practice and evaluation of occupational health services

Espoo, Finland.

ILO Infocus Programme on Safe Work.

Helsinki: International Labour Organization, 1999, 109 p.

ISBN 9 518 02264 X

http://www.ilo.org/public/english/protection/safework/publicat/iloshcat/occ_hlth.htm

Technical and ethical guidelines for workers' health surveillance

OSH Series, No. 72

International Labour Organization, 1999, 64 p.

ISBN 9 221 10828 7

http://www.ilo.org/public/english/protection/safework/publicat/iloshcat/occ_hlth.htm

Description from website:

Recent changes in occupational health - technical progress, more sophisticated means of investigation, greater emphasis on prevention and holistic approaches, on primary health care, on human rights and on organizational aspects - led the Joint ILO/WHO Committee on Occupational Health to redefine the concept of occupational health at its 12th Session in 1995. Under these new circumstances, a tripartite ILO Committee of Experts used the definition as a starting point to develop guidelines to adapt workers' health surveillance to these changes. The purpose of health surveillance needs clarification and individual and collective health assessments need to be combined. Workers' health surveillance must operate under controlled, well-organized conditions, preferably in accordance with the ILO's Occupational Health Services Convention, which sets general principles on occupational health practice and how to establish and run health services. Workers' health surveillance should be based on sound ethical and technical practice, and must ensure professional independence and impartiality of health professionals, as well as workers' privacy and confidentiality of individual health information. Workers' health surveillance is not an independent answer, but is a useful complement to guide preventive action that should be linked to monitoring occupational hazards, which may be just as useful as injury and disease surveillance in targeting prevention programmes.

Terms of employment and working conditions in health sector reforms

Report for discussion at the Joint Meeting on Terms of Employment and Working Conditions in Health Sector Reforms

Geneva: International Labour Organization, 1998

ISBN 9 221 11070 2

http://www.ilo.org/public/english/protection/safework/publicat/iloshcat/occ_hlth.htm

<http://www.ilo.org/public/english/dialogue/sector/techmeet/jmhsr98/jmhsrr.htm>

Excerpt from preface:

This report has been prepared by the International Labour Office as the basis for discussions at the Joint Meeting on Terms of Employment and Working Conditions in Health Sector Reforms. It reviews the impact of health sector reforms on health workers and the implications of changes in employment and pay, labour relations, working conditions and terms of employment on the general performance of health systems in the light of the links between health policy, human health and the economy.

Occupational Safety and Health and Persons with Disabilities

Agora XII: Training for mentally disabled people and their trainers – Permitting the mentally disabled a genuine and appropriate exercise of their rights

Thessaloniki, July 5-6, 2001

Cedefop Panorama series 63, Office for Official Publications of the European Communities

European Centre for the Development of Vocational Training (CEDEFOP)

Luxembourg: 2003

ISBN 9 289 60164 7

ISSN 1562-6180

http://www2.trainingvillage.gr/etv/publication/download/panorama/5136_en.pdf

Excerpt from foreword:

Every form of disability poses its own particular problems, and the three half-days available to us at an Agora obviously do not allow sufficient time to deal with all of them. On this occasion, therefore, we shall have to confine ourselves to examining just one category, and we have opted for mental disability. We shall try to see how training the mentally disabled (and their trainers) can allow them to exercise their rights effectively and appropriately.

Building diversity: Implications of the Disability Discrimination Act for vocational education and training

Government of Western Australia, Department of Training and Employment, 2000

<http://www.training.wa.gov.au/sub-sites/BD/discrimination/content.htm>

Excerpt from publication:

This publication provides people with disabilities, registered training providers, disability support officers, lecturers, industry bodies and other interested people with an overview of their rights and responsibilities in relation to the delivery of vocational education and training to people with disabilities.

Collaborative approaches to increasing the participation and outcomes of people with a disability in vocational education and training

Harrison, Craig; Barnett, Kate

In: 2001 AVETRA conference: research to reality: putting research to work: papers 1-41

Australian Vocational Education and Training Research Association (AVETRA), 7 p.

http://www.avetra.org.au/abstracts_and_papers_2001/Barnett-Harrison_full.pdf

Excerpt from abstract:

The Australian Student Traineeship Foundation (ASTF) is funded by DETYA to promote opportunities for young Australians to acquire workplace knowledge and experience before they leave school. By supporting school-industry programs, the ASTF provides opportunities for senior school students to undertake structured workplace learning (SWL) as part of their formal education. SWL blends students learning with accredited on the job experience and is based on effective partnerships between schools, RTOs, business and the community.

The ASTF has been working for some time with the ANTA Disability Forum to address the under-representation of students with disabilities in the VET system and in VET in School programs. The 'Lighthouse Initiative' was developed as a response to this challenge and has allocated funding over an 18 month period to 3 projects, each exploring ways to increase SWL opportunities for students with a disability, and to develop a range of models which can be incorporated into mainstream SWL programs. The projects are located in the western metropolitan region of Adelaide, Gosford and Launceston.

ECEF lighthouse disability initiative: Three case studies

Barnett, Kate

Enterprise & Career Education Foundation (ECEF), 2002

ISBN 1 877 04107 6

[http://www.ecef.com.au/web/Files.nsf/files/DisabilitiesCaseStudies.pdf/\\$FILE/DisabilitiesCaseStudies.pdf](http://www.ecef.com.au/web/Files.nsf/files/DisabilitiesCaseStudies.pdf/$FILE/DisabilitiesCaseStudies.pdf)

Excerpt from introduction:

The Lighthouse Initiative evolved from ECEF's work with the ANTA Disability Forum to address the under-representation of students with disabilities in the vocational education and training system, and particularly, in VET in School programs.

The Lighthouse Initiative was developed as a response to the challenge presented by these low levels of participation. Its strategy is to intervene at the upper secondary school level, providing the support needed and structured opportunities for vocational education and work placement so that pathways into VET (and employment) are created for students with disabilities.

The key component of the Lighthouse Initiative has been the funding of 3 'Lighthouse' projects to trial models for this intervention, and to document lessons learned in the process. The projects have drawn on existing expertise and knowledge and developed and extended this, providing significant additional information about strategies for increasing participation in vocational education of young people with disabilities.

The economic and social analysis of increasing opportunities for people with a disability in VET

Dockery, Michael; Birch, Elisa; Kenyon, Peter

Curtin University of Technology. Institute for Research into International Competitiveness (IRIC)

Australian National Training Authority (ANTA), 2001

<http://www.anta.gov.au/publication.asp?qsID=108>

<http://www.anta.gov.au/images/publications/disabilitiesapr01.pdf>

Excerpt from executive summary:

In September 2000, the Australian National Training Authority canvassed expressions of interest to undertake an economic and social analysis of increasing opportunities for people with a disability in vocational education and training (VET). This paper reviews the current state of knowledge regarding the returns to participation in VET by persons with disabilities and offers a critical assessment of the findings and various

approaches undertaken in previous studies. Options for undertaking an evaluation of the net potential benefits to individuals, the government and society are assessed.

The funding of VET for students with disabilities

Selby Smith, Chris; Ferrier, Fran

National Centre for Vocational Education Research

Australian National Training Authority, 2004

ISBN 1 920 89504 3 (Print)

ISBN 1 920 89505 1 (Online)

<http://www.ncver.edu.au/research/proj/nr1018v1.pdf>

Excerpt from executive summary:

The aim of this study was to investigate how the vocational education and training system currently allocates funds to support students with a disability and what other funding models may provide more effective support. The study involved interviews with 51 people in each of the states and territories, and at national level, including those with responsibility for funding issues within the states and territories, as well as with representatives of various registered training organisations (public and private).

Implications for improving access and outcomes for individuals with disabilities in postsecondary distance education

Kim-Rupnow, Weol Soon; Dowrick, Peter W.; Burke, Laure S.

In: American journal of distance education, Vol. 15, No. 1, 2001, p. 25-40

ISSN 0892-3647

http://www.ajde.com/Contents/vol15_1.htm

Description from website:

During the past decade, there has been tremendous growth in the number of online distance education courses offered by postsecondary institutions. Does this growth imply better access to higher education for individuals with disabilities? This article examines individual and institutional case studies identified through a search of ERIC and other major databases. The findings are summarised in terms of student characteristics, technology trends, support and accommodation provided by postsecondary institutions, and the overall impact of distance education on people with disabilities.

'It makes me feel good when I'm told I'm a good worker': Outcomes of a vocational education program for young people with mild disabilities

Read, Jillian; Peter, Dimity

In: Australian and New Zealand journal of vocational education research, Vol. 9, No. 1, 2001, p. 69-83

ISSN 1039-4001

<http://www.voced.edu.au/cgi-bin/get-iso8.pl?off=35739806>

Description from website:

This paper examines the outcomes for students with mild disabilities who have completed a vocational education program operating in the Hospitality Department of the Adelaide Institute of TAFE. Graduates of the course were interviewed to establish employment and adult adjustment outcomes. The findings suggest that although employment has been found by 90 per cent of the graduates, many are struggling to earn a 'living wage' and only 45 per cent of participants earn a net income above the poverty line. Furthermore, most participants are still holding entry-level jobs and none have been provided support to enable successful completion of apprenticeships or traineeships. Despite these hardships the participants remain motivated to find more employment and have made a successful transition to adult life.

The level of entrepreneurial development and skills among individuals with physical disabilities in Malaysia

Buang, Nor Aishah; Haq, Faridah Serajul; Jaafar, Nor Zaini

In: Journal for vocational and technical education and training, Vol. 2, 2002, p. 53-61

<http://www.voced.edu.au/cgi-bin/get-iso8.pl?off=45752197>

Description from website:

One of the main problems faced by disabled individuals in Malaysia is to get a job to earn income for themselves. Entrepreneurship is a very important agenda in most of the Malaysia Five Year Economic Plans (RM7, 1995-2000). However, no specific effort has been done to find out the entrepreneurial status and development of physically disabled individuals and their specific needs in order to participate fairly in the business sector with their normal counterparts. The purposes of this study are: (1) to measure the scope of entrepreneurship among physically disabled individuals in terms of the size of their business entity based on its turnover, capital and income; (2) to determine the type of business involved in by them and the reason for choosing it; (3) to identify the level of basic business knowledge and skills acquired by them in terms of financial management, human resources management, organisational management, marketing strategies and accounting skills; and (4) to identify specific business needs for physically disabled entrepreneurs in running their business efficiently and effectively. A total of 75 physically disabled entrepreneurs answered a questionnaire from which 20 were interviewed in depth and videotaped. The findings showed that most of the 75 subjects have very minimal education background, have some vocational training background from some institutions, no exposure to basic entrepreneurial training in financial, organisational and marketing management, earned a monthly income of less than RM500 from their business except in a few exceptional cases, and need assistance in terms of financial aid, better business opportunities and 'rehabilitative' entrepreneurship training.

Managing disability in the workplace: An ILO code of practice

International Labour Organization, 2002, 41 p.

ISBN 9 221 11639 5

<http://www.ilo.org/public/english/support/publ/online.htm>

<http://www.ilo.org/public/english/support/publ/pindex.htm>

Description from website:

Throughout the world, people with disabilities are participating in and contributing to the world of work at all levels. However, many persons with disabilities who want to work are not given the opportunity to do so. This code addresses this and other concerns while providing valuable guidelines for employers in the management of disability-related issues in the workplace.

The code covers work-related and non-work-related disabilities and outlines responsibilities for improving the employment prospects of people with disabilities, particularly in the areas of recruitment, return to work, job retention and opportunities for advancement.

While this code principally targets employers, it also explores the role of governments. It examines how legislative and social policy frameworks, as well as incentives for promoting employment for people with disabilities, go a long way in creating a safe and healthy work environment for all persons with disabilities.

People with a disability: Participation in vocational education and training, 2002 update

A project for the Victorian Office of Training & Tertiary Education

Access Training and Employment Centre (ATEC), 2002

<http://www.equityresearch.org.au/disability2002.pdf>

Excerpt from executive summary:

This report was prepared for the Victorian Office of Training and Tertiary Education (OTTE) by Access Training and Employment Centre (ATEC) to assist planning processes to increase the participation of people with disabilities in vocational education and training (VET) in Victoria. The purpose of the report is to provide an overview of the training participation of people with disabilities in VET and to update analysis of training participation data from previous research.

People with disabilities: Participation in vocational education and training, 2001 update

Howes, Jenny

Access Training and Employment Centre, 2001

<http://www.voced.edu.au/cgi-bin/get-iso8.pl?off=39797704>

Description from website:

Building on previous research, this report provides an update of the participation of people with disabilities in vocational education and training (VET) in Victoria. The report was prepared for the Victorian Office of Training and Tertiary Education to assist planning processes to support the participation of people with disabilities in the State Training Service.

The right to decent work of persons with disabilities

O'Reilly, Arthur

IFP/Skills Working Paper No. 14

Geneva: International Labour Organization, 2003, 90 p.

ISBN 9 221 13594 2

<http://www.ilo.org/public/english/employment/skills/disability/download/rightowork.pdf>

Excerpt from introduction:

The ILO has commissioned this paper on 'The Right to Decent Work of Persons with Disabilities' as a contribution to the deliberations taking place in preparation for the development of a United Nations Convention on the Rights of Persons with Disabilities. The paper is intended to be of specific relevance to those involved in drafting the provisions concerning employment and work in the proposed Convention. By examining the development over time of the 'right to work' of disabled persons, the way in which this matter has been dealt with in international instruments and national legislation to date, and the experience in implementing employment and work opportunities, the paper will enable those involved in the preparation of the proposed UN Convention to build on achievements so far.

Vocational education and training to support the transition of young people with learning disabilities to paid employment

Corbett, Jenny; Kitteringham, Jennie; McAnespie, Bernie (Institute of Education, University of London, UK)

Paper Presented at the European Conference on Educational Research, Lahti, Finland 22 - 25 September 1999

<http://www.leeds.ac.uk/educol/documents/000001136.htm>

Excerpt from introduction:

This paper examines some of the ways in which young people with learning disabilities in different European countries are being prepared for paid employment in 1999. There are common influences of a changing industrial base and increased employment insecurity. For young people throughout Europe there are shared employability skills of punctuality, reliability, flexibility and a capacity to work in a team. The term "learning disabilities", in its broadest sense, can be defined as experiencing difficulty with literacy and numeracy skills and having restricted social skills. For the purposes of this research it covered a wide range from young people with severe congenital disabilities to those who were learning to cope with a second language. What defined them as having learning difficulties was the way in which they had been categorised within their society.

The purpose of the research was to find out which systems and practices worked most effectively in different national contexts and to assess what could be learnt from practitioners and policy-makers.

Occupational Safety and Health Management Systems

Guidelines on occupational safety and health management systems, ILO/OSH 2001

Geneva: International Labour Office, 2001, 27 p.

ISBN 9 221 11634 4

<http://www.ilo.org/public/english/protection/safework/cops/english/download/e000013.pdf>

Excerpt from introduction:

The positive impact of introducing occupational safety and health (OSH) management systems at the organization level, both on the reduction of hazards and risks and on productivity, is now recognized by governments, employers and workers.

These guidelines on OSH management systems have been developed by the International Labour Organization (ILO) according to internationally agreed principles defined by the ILO's tripartite constituents. This tripartite approach provides the strength, flexibility and appropriate basis for the development of a sustainable safety culture in the organization. The ILO has therefore developed voluntary guidelines on OSH management systems which reflect ILO values and instruments relevant to the protection of workers' safety and health.

The practical recommendations of these guidelines are intended for use by all those who have responsibility for occupational safety and health management.

Occupational health and safety management systems: A review of their effectiveness in securing healthy and safe workplaces

Gallagher, Clare; Underhill, Elsa; Rimmer, Malcolm

Sydney: NOHSC, 2001, 71 p.

ISBN 0 642 70981 5

http://www.nohsc.gov.au/Pdf/OHSSolutions/ohsms_review.pdf

Excerpt from executive summary:

This Report reviews the effectiveness of occupational health and safety management systems (OHSMS) in Australia and the barriers to their implementation. The need for such a review stems from the growing number of organisations using OHSMS and from criticism of the value of audit based models and the capacity of OHSMS to undermine independent employee OHS representation. The Report was required to address four questions:

1. How effective are OHSMS in delivering improved OHS outcomes?
2. What barriers exist to OHSMS success?
3. Lessons from Quality Management for OHSMS measurement and evaluation
4. How can OHS outcomes and OHSMS performance best be measured?

Occupational health and safety management systems: Review and analysis of international, national, and regional systems; and proposals for a new international document

The International Occupational Hygiene Association

1998, 133 p.

<http://www-ilo-mirror.cornell.edu/public/english/protection/safework/cis/managmnt/ioha/index.htm>

Excerpt from executive summary:

This report analyzes the nature and content of 24 Occupational Health and Safety Management System (OHSMS) Standards, Codes of Practice and Guidance Documents from 15 countries, and for the purpose of comparison, the International Standards ISO 14001:1996 on Environmental Management Systems, and a draft ISO Standard on Health, Safety and Environmental Management in the Petroleum and Natural Gas Industries, on which work was suspended in 1996.

The report concludes that an initiative by ILO in the area of OHSMS would be a significant contribution to this important and developing area of occupational health and safety. If successful, such an initiative could lead to widespread improvements in worker health, safety, and risk management. It would also accelerate the development of preventive, rather than reactive, measures to secure safe and healthy working conditions.

Recognition schemes in occupational safety and health

In: Forum, Issue 6

European Agency for Safety and Health at Work

ISBN 9 295 00753 0

ISSN 1681-4398

<http://agency.osha.eu.int/publications/forum/6/en/FORUM6-EN.pdf>

Contents:

1. Introduction to recognition schemes
2. Recognising products: the GS-mark and the BG-Prüfzert mark
3. Recognising contractors: CHAS – A contractor's health and safety assessment scheme
4. Recognising OSH management: the Audelco OSH management label
5. Options to enhance the use of recognition schemes

Regulating health and safety management in the European Union: A study of the dynamics of change

Walters, David (ed.)

Work & Society Series, Vol. 35

Brussels: P.I.E.-Peter Lang, 2002, 346 p.

ISBN 9 052 01998 3

<http://www.peterlang.net/all/index.cfm?textfield=Regulating+Health+and+Safety+Management+&vResult=true&vDom=3&vRub=1060>

Description from website:

In the face of the challenge of economic competition in increasingly globalised markets, regulating the management of occupational risk is a central aspect of strategies for both social protection and employability in the European Union. The analysis of the supports and constraints to its development and implementation is therefore of fundamental importance in understanding the significance of the role of regulation in the changing world of work in the European Union today.

The EU Framework Directive 89/391 was an important milestone in the shift from prescriptive to more process based forms of health and safety regulation in the EU. In this book the origins and development of this approach are traced in several European countries and the impact of the Framework Directive on the process and dynamics of change is analysed. The book shows how economic, political, technical and regulatory structures, cultures and practices influenced, filtered and formed national reception, transposition and implementation of the Directive. It highlights both the strengths and weaknesses of process regulation and helps to explain variation in its operation.

Contents:

- Introduction: Regulating Health and Safety Management in the European Union, by David Walters, Ton Wilthagen, Per Langaa Jensen
- The Framework Directive, by David Walters
- Denmark: Transforming Risk Assessment to Workplace Assessment, by Anna Hedegaard Riis, Per Langaa Jensen
- France: From a Minimalist Transposition to a Full Scale Reform of the OHS System, by Chantal Rivest
- Germany: Occupational Health and Safety Discourse and the Implementation of the Framework Directive, by Marian Schaapman
- Italy: The Difficulty of Transposing National Law into Regional Practices, by Chantal Rivest
- The Netherlands: Implementation within wider regulatory reform, by Jan Popma, Marian Schaapman, Ton Wilthagen
- Sweden: Occupational Health and Safety Management Strategies From 1970-2001, by Kaj Frick
- United Kingdom: From a Piece-Meal Transposition to a Third Way, by David Walters
- Conclusions: The Reception of the Framework Directive in Different National Systems, by David Walters

Safety for senior executives

St John Holt, Allan

IOSH

ISBN 0 901 35723 5 (Paperback)

<http://www.iosh.co.uk/index.cfm?go=publications.seniorexecs>

Description from website:

Safety for senior executives, by health and safety expert Allan St John Holt, is designed as a basic, accessible introduction to what board directors and other senior executives need to know in order to manage health and safety.

Members of management are not immune from personal harm, as the Health and Safety Executive's annual statistics show. And the consequences of prosecution or a compensation claim can have a devastating effect on the bottom line as well as on future business.

Strategies to promote safe behaviour as part of a health and safety management system

Fleming, Mark; Lardner, Ronny (The Keil Centre)

Contract Research report 430

Sudbury: HSE Books, 2002, 74 p.

ISBN 0 717 62352 1

http://www.hse.gov.uk/research/crr_pdf/2002/crr02430.pdf

Excerpt from executive summary:

Promoting safe behaviour at work is a critical part of the management of health and safety, because behaviour turns systems and procedures into reality. Good systems on their own do not ensure successful health and safety management, the level of success is determined by how organisations 'live' their systems.

This report aims to provide the reader with an understanding of:

- The theory underpinning strategies to promote safe behaviour
- The key elements of programmes in use to promote safe behaviour
- How to use behavioural strategies to promote critical health and safety behaviours
- How to integrate behavioural strategies into a health and safety management system.

The use of occupational safety and health management systems in the Member States of the European Union: Experiences at company level

Reports, Issue 307

European Agency for Safety and Health at Work

Luxembourg: Office for official publications of the EC, 2002, 66 p.

ISBN 9 295 00759 X

<http://agency.osha.eu.int/publications/reports/307/en/OSHManagement.pdf>

Excerpt from publication summary:

The concept of occupational safety and health management systems (OSHMSs) is rather complex and several definitions are available. The current debate about OSHMSs makes clear that there is no standardised understanding of the concept of occupational health and safety management. Rather different approaches and models exist and frequently merely partial elements are regarded as complete management systems. Although the overall objective is to improve the safety and health of those working, at a more detailed level one can find a variety in focuses, for example by using prevention as an overriding company objective, by promoting the employer's responsibility or by improving the employees' participation and their representatives.

In this report a number of initiatives are described where companies have introduced or improved their OSH management system. More in particular these descriptions focus on:

- which objectives have been set,
- which specific aspects of an OSH management system are being used, and
- which experiences exist with respect to the actual implementation of the OSHMS.

Technology

The contribution of work process knowledge to competence in electrical maintenance

Samurcay, Renan; Vidal-Gomel, Christine

In: Boreham, N.; Samurcay, R.; Fischer, M. (eds.), *Work process knowledge*, 2002

<http://www.voced.edu.au/cgi-bin/get-iso8.pl?off=43486697>

Description from website:

Many workplaces are being affected by major changes related to the introduction of new technology, the emergence of more flexible forms of work organisation, and the ongoing intensification of work itself. These new forms of work place new demands on workers' knowledge and skill. In this chapter, the authors explore work process knowledge as a component of competence in managing risk in electrical maintenance work. The main risk associated with this work is that of electrocution. Two aspects of work process knowledge in this context are discussed: (1) information flow; and (2) organisational constraints. The authors draw on data collected from a series of accident analyses to compare training situations with real work situations to identify the competence requirements for risk management. These results are then used in a discussion of the work process content of training both in the workplace and in formal contexts. It was found that electrical risk management required a combination of technical and practical knowledge that included an understanding of the overall work process of the organisation. The alternative approach to risk management training outlined in this chapter enables a focus on the development of strategies for managing risks proactively rather than formal rule following. This concept of preventative maintenance is based partly on work process knowledge.

Employment, working conditions and labour relations in offshore data service enterprises: Case studies of Barbados and Jamaica

Dunn, L. L.; Dunn, H. S.

International Labour Organization, 1999

ISBN 9 221 11607 7

<http://www.ilo.org/public/english/protection/safework/publicat/iloshcat/newtech.htm>

Description from website:

Multinational Enterprises Programme. Provides information on the situation in Barbados and Jamaica as it relates to employment, working conditions and labour relations in offshore data service enterprises, against

the background of the ILO's Tripartite Declaration of Principles concerning Multinational Enterprises and Social Policy.

Health hazards in computer work and new organizational options: Experience in the media industry

Pickshaus, Klaus

In: Multimedia convergence: Breaking the silence, Labour Education, 1998/1-2, No. 110/111

International Labour Organization, 1998

<http://library.psa.org.nz/collection/other/ilo%20-%20international%20labour%20organisation/ilo%20-%20multimedia%20convergence%20-%20breaking%20the%20silence%20-%201998.pdf>

Excerpt from publication:

The debate on expected trends in the work-place ensuing from the digital revolution has reached the area of occupational health and safety standards. To assess the risks, we should focus primarily on changes that are already affecting former structures and which will probably have an impact on future working conditions. The media industry is an appropriate area of investigation. Viewed from the angle of occupational health and safety, the possibilities of a holistic approach to work organization may be explored.

Symposium on information technologies in the media and entertainment industries: Their impact on employment, working conditions and labour-management relations

Geneva: International Labour Organization, 2000, 112 p.

ISBN 9 221 11925 4

<http://www.ilo.org/public/english/dialogue/sector/techmeet/smei00/smeir.htm>

Excerpt from preface:

This report has been prepared by the International Labour Office as the basis for discussions at a Symposium on Information Technologies in the Media and Entertainment Industries.

The purpose of the Symposium would be to exchange views on selected social and labour issues in the rapidly changing media and entertainment sector (television and radio broadcasting, the film industry, live performance, the media and the publishing and graphical industry), addressing issues such as copyright piracy, employment status, contractual arrangements and social protection, training initiatives and the promotion of social dialogue, in order to elaborate conclusions to provide guidance for the ILO's future work.

Training and Education

Integrating OHS into VET: Guidance training resources catalogue

National Occupational Health and Safety Commission, 1999

http://www.nohsc.gov.au/OHSInformation/EducationandTraining/guides99_toc.htm

Excerpt from publication:

The integration of occupational health and safety (OHS) into vocational education and training (VET) will make a vital contribution to the prevention of injury and ill health in the workplace.

The best outcomes for industry will be achieved when OHS is successfully integrated into VET in ways that reflect nationally recognised good OHS practice and legislative requirements.

To help achieve this the National Occupational Health and Safety Commission (NOHSC) has developed a comprehensive range of guidance setting out practical ways to address OHS under the National Training and Australian Recognition Frameworks for vocational education and training.

Publications in the Series:

1. Quality Assuring the Integration of Occupational Health and Safety into Training Packages: Guidance and Checklist
2. Guidance on the Assessment of Occupational Health and Safety Competencies within Industry Competency Standards
3. Guidance on Registration and Quality Endorsement of Training Organisations
4. Guidance on the Accreditation on occupational Health and Safety in Training Courses and Programmes
5. Guidance on OHS in New Apprenticeships, including:
 - A Guide for Persons in Training and Education Authorities and Boards with responsibilities for the implementation of New Apprenticeships

- A Guide for Employers
- A Guide for Apprentices and Trainees
- A Guide for Teachers and Trainer
- A Guide for Assessors
- A Guide for Training Organisations

Occupational health, safety and welfare and VET

In: VET matters: vocational education and training, No. 7, April 1998, p. 10

Adelaide: Department of Education, Training and Employment, 1998

ISSN 1037-6828

<http://www.voced.edu.au/cgi-bin/get-iso8.pl?off=18530867>

Description from website:

This article discusses the role that vocational education and training can play in promoting safer workplaces and reducing the incidences of work-related injuries. The article discusses a number of points in the development and delivery of vocational education which show whether OHS&W issues are being addressed effectively, for example endorsed industry competency standards and accredited courses.

Reducing injury risk of students in vocational-technical schools and young workers in small businesses

Palassis, J.; Sweeney Haring, M.

ICOH, 2002, Oct.

<http://www.cdc.gov/NIOSH>

<http://www.cdc.gov/niosh/noirs/abstractsd6.html>

Description from website:

NIOSH estimates that in USA each year 200,000 adolescent workers suffer work-related injuries. Many States mandate that vocational schools and small businesses have safety and health programs, conduct hazard analysis, and do safety inspections, maintenance, and comply with safety, health, and environmental regulations. To address these needs, NIOSH has taken a leading role to reduce injury risk by increasing safety and health awareness and safety education of vocational school students, teachers, administrators, and small businesses owners. NIOSH in conjunction with Environmental Occupational Health Sciences Institute of NJ developed an occupational and environmental safety checklists program. This program contains instructions on how to establish, implement, and maintain an occupational safety, health, and environmental program within the school and small business. It is comprised of over 80 safety checklists that cover occupational and environmental hazards found at schools -and especially in the shops and small businesses. The program helps the user prepare for and participate in OSHA- and EPA type compliance inspections. It enables the users of the checklists to identify occupational safety and health and environmental hazards and areas that need improvement. It can be utilized by the teachers, students and young workers to help them learn about government regulations pertinent to their shop and workplace. The program provides technical assistance, resources, and guidance to ensure that the school is in compliance with occupational safety and health and environmental regulations

Workers' Representation and Participation

Attitudes towards health and safety at the workplace in Lithuania: A report to stakeholders

Woolfson, Charles; Beck, Matthias; Sceponavicius, Audrius

Glasgow: University of Glasgow, 2002, 43 p.

http://www.labourline.org/GEIDFile/Woolfson-report.PDF?Archive=192734691091&File=Woolfson%2Dreport_PDF

Excerpt from publication:

While a number of 'first wave' accession countries have now closed most of the formal chapters in the EU accession process, the gap between legislative transposition and implementation capacities remains in certain key areas of the social acquis. Questions of effective workplace social dialogue in Central and Eastern Europe, especially as regards health and safety in the workplace remain to be addressed.

The purpose of the current research was to assess employee attitudes to issues of safety and health in the workplace and to gauge their 'voice' in effective participatory health and safety at workplace level. Specifically, nearly 4,000 employees were surveyed in a total of 30 enterprises in Lithuania in the period 2001 to 2002. This period was specifically chosen as it encompassed the implementation of the Law on Safety and Health at Work (2000) incorporating EU Directives on safety and health into Lithuanian legislation. The survey sought to identify whether different forms of industrial ownership might influence employee attitudes on a range of measures of participation in safety and health, by comparing foreign owned, with joint owned, Lithuanian private and public enterprises.

Contingent workers and health and safety

Aronsson, Gunnar

In: Work, employment and society, Vol. 13, No. 3, September 1999, p. 439-459,

Cambridge: University Press, 1999

ISSN 0950-0170

<http://www.voced.edu.au/cgi-bin/get-iso8.pl?off=26198957&db=voced&patlist=Aronsson>

Description from website:

This paper investigates the association between opportunities to take part in work-environment dialogue and peripheral labour market position, which was operationalised in terms of short-term employment. A stratified representative sample from Statistics Sweden's Labour Market Survey - with 50 per cent of persons on short-term, and 50 per cent on long-term contracts - is analysed (n=1,564). More contingent workers than permanent employees report a lack of work environment knowledge. They perceive themselves to be disfavoured with regard to the education/training required to do their job. Further, they regard their form of employment as making it more difficult to raise criticism and to get their viewpoints heard. Women show a greater risk of not being involved in work environment issues. The findings are discussed in relation to legislation and further research.

Employers' rights and responsibilities following an OSHA inspection

Chao, Elaine L.; Henshaw, John L.

OSHA, 2002 (Revised)

<http://www.osha.gov/Publications/osha3000.pdf>

Excerpt from publication:

This informational booklet provides a general overview of a particular topic related to OSHA standards. This pamphlet contains important information regarding your rights and responsibilities under the Occupational Safety and Health Act of 1970 (OSH Act, Public Law 91-596, as amended by P.L. 101-552, November 5, 1990).

Functional participation in European occupational health and safety policy: Democratic nightmare or additional source of legitimacy?

Smismans, Stijn

Florence: European University Institute, Law Department, 2001, 556 p.

<http://www.labourline.org/DocumentZZ.htm&numrec=031104957938670>

Description from website:

Descripteurs: occupational safety and health, European Union, legal aspect, democracy, EU Economic and Social Committee, advisory committee, social dialogue, tripartism, thesis

A good workday through participation and feedback: Improving the work environment and enhancing performance and well-being of the workers

Heikki, Laitinen; Jorma, Saari (eds.)

Finnish Institute of Occupational Health, 2000

ISBN: 9 518 02347 6

<http://www.occuphealth.fi/Internet/English/Information/Publications/> (follow links to 'Products in English')

Description from website:

The studies presented in this book describe and analyze the results of the TUTTAVA improvement processes in four organizations in Finland and in one organization in Canada. Besides these empirical studies, the current state of applied behavioral safety programs is analyzed.

Health and safety at work: A trade union priority, Labour Education 2002/1, No. 126

Various Authors

Labour Education Series

International Labour Organization, 2002

<http://www.ilo.org/public/english/dialogue/actrav/publ/126/126e.pdf>

Contents:

- Life and health are fundamental rights for workers, by Jukka Takala
- Unsafe production is unsustainable production, by Winston Gereluk and Lucien Royer
- When it comes to health and safety, your life should be in union hands, by Rory O'Neill
- Safer farms for safer food, by Peter Hurst
- Preventing injuries and ill-health in the construction industry, by Fiona Murie
- Finding the formula for chemical safety, by Ian Graham
- Health and safety in transition, by Annie Rice
- Safety in French-speaking Africa - social security's role, by Tharcisse Nkanagu
- Caribbean work safety: Trends and challenges, by Evelyn Greaves
- Europe slipping on health and safety, by Anne Renaut
- Malaysia goes for tripartism on safety and health, by A. Navamukundan
- Improving health and safety - new law for New Zealand, by Ross Wilson
- Ten safety and health challenges for the twenty-first century, by Juan Carlos Hiba
- Workplace stress: A collective bargaining issue, by Anne-Marie Mureau
- Night work - the dark side, by Samuel Grumiau
- Body mapping for workplace health, by Peter Kirby

Mental well-being at work: A sign of a healthy organisation and a necessary precondition for organisational development

People and Work, Research Reports 28

Waris, Kyösti

Helsinki: Finnish Institute of Occupational Health, 1999

ISBN 9 518 02308 5

<http://www.occuphealth.fi/Internet/English/Information/Publications/> (follow links to 'Products in English')

Description from website:

The dissertation focuses on the importance of job satisfaction as a general indicator of perceived working conditions. Emotional and cognitive factors were found to be functionally intertwined, constituting a common factor. Organisational functioning and the characteristics of work had connections with a person's health measured by sickness absenteeism.

Risk assessment at the workplace: A guide for union action

Boix, Pere; Vogel, Laurent

1999, 80 p.

ISBN 2 930 00325 1

http://www.etuc.org/tutb/uk/publication_resume12.html

Description from website:

Hundreds of thousands of workers' health and safety reps are active in workplaces across the EU. Since the 1989 Framework Directive passed into law, employers have had a duty to carry out risk assessments, and workers' reps must be involved in them in ways which vary widely between countries and, indeed, companies. Risk assessment is a new idea for many countries. As yet, there is no real European model for it. This guide forms part of a trade union strategy on risk assessment. It stems from the fact that consultation of workers' reps remains a legal requirement rarely put into practice. When it does take place, it is treated as a technical exercise carried out by experts, which makes no allowance for feedback from workers' own experiences. In some cases, it is just a paper formality.

The TUTB has consistently argued that more real involvement by workers in prevention activities is essential if Community Directives to improve the working environment are to have practical effect. This guide has been designed as a work tool to help workers' health and safety reps of all kinds to assess working conditions on the shopfloor.

Training package for awareness raising about legal rights, workers' rights, gender equality: Trainers' manual

Terhorst, Rosalinda

1999, 98 p.

ISBN 9 221 11837 1

<http://www.ilo.org/public/english/protection/safework/publicat/iloshcat/general.htm>

Working safely in small enterprises in Europe: Towards a sustainable system for worker participation and representation

Walters, David

European Trade Uniona Conferation (ETUC), publication distributed by the TUTB, 2002, 172 p.

http://www.etuc.org/tutb/uk/publication_resume23.html

Description from website:

The ETUC project investigates and puts a wider public focus on the extent to which schemes for worker representation in health and safety act to raise health and safety standards in small workplaces. As well as looking at the incidence of these practices in several EU countries, the project set out to investigate the key factors that make them both possible and effective. The project identifies and evaluates the supports and constraints on representative participation in health and safety in small enterprises. Such understanding helps gauge:

- The needs of worker representation in participatory OHSM in small enterprises
- Its resource implications, and
- How resources may be deployed most effectively to raise health and safety standards

Understanding these issues helps to determine the feasibility of transferring such schemes across sectoral and national boundaries.

Workers' Health Promotion

Drugs and Alcohol

Alcohol and drug problems at work: The shift to prevention

International Labour Organization

Geneva: International Labour Organization, 2003, 119 p.

ISBN 9 221 13373 7

<http://www.ilo.org/public/english/support/publ/textoh.htm>

Description from website:

This volume examines the advantages of establishing workplace substance abuse initiatives and shows how enterprises of all sizes can set up and implement their own programmes to deal with this growing problem. This timely book looks at the physiological effects of alcohol and drugs, the certain social demographic factors that come into play, as well as the array of problems relating to intoxication, regular use and dependency as they affect the workplace. Similarly, the volume considers the overall paradigm shift towards prevention and demonstrates why the workplace is not only an appropriate place to launch drug and alcohol prevention programmes – but in many ways is a “win-win” proposition for employers and workers alike. While offering numerous examples of drug and alcohol policies from companies around the world, the volume presents a useful framework and step-by-step guidance on implementing and sustaining such prevention programmes. It focuses on key concerns such as programme feasibility, external and internal needs assessment, awareness and education campaigns, as well as training for supervisors, key staff and workers’ representatives. In addition, it includes useful checklists, sample workplace drug and alcohol policies and self-assessment tools which employers’ and workers’ can put to use in their own enterprises. An extensive list of Internet, print and audio-visual resources is also provided.

Audience: Employers’ and workers’ organizations, especially large- to medium-sized enterprises, occupational health and safety specialists, human resource managers and policy-makers.

Fighting drugs and alcohol in the workplace: ILO reports success

In: *The World of Work: The magazine of the ILO*, No. 23, February 1998

ISSN 1020-0010

<http://www.ilo.org/public/english/bureau/inf/magazine/23/drugs.htm>

<http://www-ilo-mirror.cornell.edu/public/english/bureau/inf/download/magazine/pdf/mag23.pdf>

Excerpt from publication:

The economic costs of drug and alcohol abuse in the workplace are hard to estimate, but are clearly enormous. Yet a new analysis of a five-year programme involving management and unions has shown positive results in terms of decreasing drug and alcohol-related problems.

The programme promotes new approaches to addressing drug and alcohol problems with greater involvement of managers in the workplace in cooperation with unions. This programme also draws on the support of social partners and the networks that employers' and workers' organizations provide in reaching enterprises and their workforce.

ILO policies and activities concerning vocational rehabilitation

ILO Infocus Programme on Skills, Knowledge and Employability

Geneva: International Labour Organization, 1998, 27 p.

<http://www.ilo.org/public/english/protection/safework/publicat/iloshcat/drugalco.htm>

Description from website:

Covers the ILO's Vocational Rehabilitation programme which has two subprogrammes on training and employment of workers with disabilities, and workplace alcohol and drug prevention.

News in brief: substance abuse at work

In: *The World of Work: The magazine of the ILO*, No. 30, July 1999

ISSN 1020-0010

<http://www.ilo.org/public/english/protection/safework/publicat/iloshcat/drugalco.htm>

<http://www.ilo.org/public/english/bureau/inf/magazine/30/news.htm>

Excerpt from publication:

Today drug and alcohol abuse at work affects all countries, regardless of their development, costing enterprises and companies money and time and endangering workers and their colleagues. In an effort to address this problem, representatives of the private sector met with public sector agencies, including the ILO, in Sweden recently to discuss the issue.

From 9-12 May in Sundsvall, Sweden, 200 mostly-European business, government and labour representatives met to try to pierce the wall of silence enveloping the issue of substance abuse at work. They mapped out plans to integrate substance abuse prevention into quality and safety programmes in the workplace, increase support services for employers, launch networks among enterprises, improve cooperation between business and the community, and promote collaboration with schools.

Working together in Europe 1999, Fourth international private sector conference on Drugs in the Workplace and the Community (Europe). Sundsvall, Sweden, 9-12 May 1999

ILO Infocus Programme on Safe Work

International Labour Organization

<http://www.ilo.org/public/english/protection/safework/publicat/iloshcat/drugalco.htm>

Description from website:

To create a network of business partners and community leaders to activate and maintain substance abuse prevention programmes in European workplaces and communities.

Occupational Stress

Tackling stress at work – A trade unionist's guide

LRD booklets

Labour Research Department, London

London: LRD, 2002, 47 p.

<http://www.lrd.org.uk/issue.php3?pagid=27&issueid=637&search=tackling%20stress%20at%20work&how=all&tval=15.35>

Description from website:

Stress is the main occupational hazard affecting all types of workers. Unions have been at the forefront of action to tackle stress, and this guide shows what reps can do in the workplace. It explains the legal position, including a recent ruling from the Court of Appeal, and sets out advice from unions and the HSE.

Training Journal

Training journal, April 2002

ISSN 1465-6523

<http://www.voced.edu.au/cgi-bin/get-iso8.pl?off=42243795&db=voced&patlist=journal%7Ctraining>

http://www.trainingjournal.com/articles/index.jsp?page=1&order=issueref_label&direction=desc&topic=0&keyword=&issue=23&imageField.x=51&imageField.y=2

Description from VOCED website:

'Training journal' provides current and practical information for those involved in workplace learning, training and development in the United Kingdom (UK). This issue provides a broad range of articles with a common emphasis on the organisation's responsibilities for the well-being of its employees in the workplace and the problem of workplace stress.

The main articles are: 'Organisational stress: a management perspective' by Carole Spiers (p. 14-16, 18) which examines some of the causes of work-related stress and some preventative measures; 'Training for teleworkers: how to make the most of the privilege' by Diane Moody and Ingrid Steinberg (p. 20-22, 24) which examines the growth in the number of people working from home in the United Kingdom (UK) and the soft skills training in managing virtual teams, effective communication from a distance and working alone that

these workers need to change the common misconception that people can't work efficiently from their homes; '360-degree feedback: self- or assisted development?' by Bruce Murphy (p. 26-28) which describes this development tool and uses a case study to illustrate the importance of the infrastructure in supporting it; 'Learning, don't burn' by Andrew Ings (p. 30-33) which identifies a series of steps to follow to ensure the workplace is safe from fire hazards; 'Evaluating impact: a case study' by Jenny Jones and Shaun Tyson (p. 34-36, 38) which explains how a new evaluation model maximised the benefits of a management development program; 'Using screensavers as accelerated learning aids: a simple approach' by Garry Platt (p. 40-41) which suggests using this medium to reinforce training by displaying key points from a training course or activity. Also included in this issue are news on recent events, reviews of resource materials for trainers, and surveys and trends on the UK government's training initiatives and workplace reforms.

Working on stress

Various Authors

In: Magazine of the European Agency for Safety and Health at Work, Issue 5, 05/06/2002

Luxembourg: Office for Official Publications of the European Communities, 2002

ISSN 1608-4144

http://agency.osha.eu.int/publications/magazine/5/en/MAGAZINE5_EN.PDF

Excerpt from foreword:

The statistics on work-related stress highlighted in this magazine speak for themselves. Clearly this topic is one of the major challenges currently facing us all – as employers, employees, prevention professionals, policy-makers, researchers and so on, in all sectors and in organisations both large and small.

This issue of the Agency Magazine firstly sums up key players' views and priorities. The emphasis is firmly on helping to promote activity and a series of 'real life' case studies from a variety of organisations across Europe, from SMEs to large enterprises, demonstrate that work-related stress can be successfully tackled. The 'noticeboard' presents some of the latest initiatives on work-related stress in Member States. There are also details of Agency and European Commission activities to date and resources that are available. And to complete the picture, one of the main causes of work-related stress – bullying – is explored, including action that can be taken to reduce its occurrence.

'Working on stress' is all about taking action to successfully tackle work-related stress. There are good examples to follow.

Sexual Harassment

Annotated bibliography on sexual harassment at work

ILO Conditions of Work Branch

Geneva: International Labour Organization, 1999, 129 p.

ISBN 9 221 11157 1

<http://www.ilo.org/public/english/protection/condtrav/publ/hvs-cwe-99.htm>

<http://www.ilo.org/public/english/protection/condtrav/pdf/hvs-cwe-99.pdf>

Excerpt from preface:

This bibliography provides a wide range of references on the subject of sexual harassment at work, an area of common concern to workers, trade unions and employers. The source materials address the causes and types of harassment, the legal framework and evolving jurisprudence in the domain, and the variety of intervention measures which may prevent sexual harassment in future. Recommended measures include developing and communicating a clear policy, setting up procedures for handling complaints with fairness and discretion, and providing staff training and counselling.

Preventing sexual harassment at work

Herbert, C. (ed.)

Geneva, 1999, 43 p.

ISBN 9 221 10962 3

<http://www.ilo.org/public/english/protection/safework/publicat/iloshcat/sexharass.htm>

Description from website:

Describes harassment and suggests how to prevent or stop it, how to use company complaint procedures and how to file legal claims. Comprises a guide to the European Commission Code of Practice issued in accordance with the Resolution of the Council of Ministers on the protection of the dignity of women and men at work.

Sexual harassment: Addressing sexual harassment in the workplace, a management information booklet – An ILO survey of company practice

Reinhart, A.

Geneva, 1999, 39 p.

ISBN 9 221 11382 5

<http://www.ilo.org/public/english/protection/safework/publicat/iloshcat/sexharass.htm>

<http://www.ilo.org/public/english/support/publ/xttextww.htm#b3825>

Description from website:

This booklet provides managers with invaluable information on what is being done by companies around the world to address the issue of sexual harassment. It examines the necessary steps to developing, implementing and evaluating policies and programmes, and offers numerous examples of current company practice. While focusing on areas which pose important managerial challenges, this booklet also touches upon key ILO values and concerns.

Violence against women in the world of work*

Gender and Work Series, No. 1

ILO Bureau for Gender Equality

Geneva: International Labour Organization, 1999, 13 p.

<http://www.ilo.org/public/english/protection/safework/publicat/iloshcat/sexharass.htm>

*For full description, please see *Violence at Work*

Violence at Work

Guidelines for preventing workplace violence for health-care and social-service workers

OSHA 3148

U.S. Department of Labor

Occupational Safety and Health Administration, 2003 (Revised)

<http://www.seiulocal707.org/acrobat/osha.pdf>

Excerpt from publication:

These guidelines are not a new standard or regulation. They are advisory in nature, informational in content, and intended to help employers establish effective workplace violence prevention programs adapted to their specific worksites.

Violence against women in the world of work*

Gender and Work Series, No. 1

ILO Bureau for Gender Equality

Geneva: International Labour Organization, 1999, 13 p.

<http://www.ilo.org/public/english/protection/safework/publicat/iloshcat/violence.htm>

Description:

This is a short position paper on violence against women workers at the workplace and in the contexts of trafficking and conflict-affected countries. It underlines the causes of and responses to violence, including sexual harassment.

*Also found under *Women Workers* and *Sexual Harassment*

Violence at work

Chappell, D.; Di Martino, V.
Second edition 2000, 172 p.
ISBN 9 221 10840 6

<http://www-ilo-mirror.cornell.edu/public/english/support/publ/xtextoh.htm#b12>

Description from website:

The ILO's long-standing concern and continuing commitment to the protection of workers and to a safe and productive working environment have contributed to this latest publication on violence in the workplace. Increasingly, we are being made aware of the scale of the problem and the different forms such violence can take. Aggression, assault, sexual harassment, physical abuse and homicide cause widespread concern across occupational sectors worldwide. The challenge of a violence-free working environment is in the spirit of early international instruments on workers' rights and can be rightly considered as encompassing not only human rights but also labour, health and safety, and criminal justice issues. This book looks at existing legislation, guidelines, and practices and calls for a systematic approach in response to a problem which is now also being taken up by other international agencies and which can inflict a heavy toll on so many of the world's workplaces.

When working becomes hazardous: Punching, spitting, swearing, shooting

In: The World of Work: The magazine of the ILO, No. 26, Sept.-Oct. 1998

ISSN 1020-0010

<http://www.ilo.org/public/english/protection/safework/publicat/iloshcat/work-env.htm>

<http://www.ilo.org/public/english/bureau/inf/magazine/26/violence.htm>

Excerpt from publication:

Workplace violence - be it physical or psychological - has gone global, crossing borders, work settings and occupational groups. A new ILO report says some workplaces and occupations have become "high risk", and that women are especially vulnerable. The report highlights this burgeoning global problem, and provides ways for policy-makers to promote dialogue, policies and initiatives which can repudiate violence and remove it from the workplace now.

Women Workers

ABC of women workers' rights and gender equality

Geneva: International Labour Organization, 2000, 108 p.

ISBN 9 221 10844 9

<http://www.ilo.org/public/english/support/publ/xtextww.htm#b8449>

<http://www.ilo.org/public/english/region/ampro/cinterfor/temas/gender/doc/abc.htm>

Description from website:

This concise and easy to read guidebook assists the layperson in understanding the legal frameworks and socio-economic developments surrounding gender equality in the world of work. Completely updated and revised, this guide incorporates important information relevant to women workers such as women in development, gender mainstreaming, the glass ceiling and much more. Each entry in the guide provides a clear, succinct definition and directs the reader to relevant laws, ILO conventions, and other topics for further research.

Gender equality: A guide to collective bargaining

Olney S.; Goodson, E.; Maloba-Caines, K.; O'Neill, F.

Geneva: 1998.

ISBN 9 221 10555 5

http://www.itcilo.it/actrav/english/library/library_socdiag.html

<http://www.itcilo.it/actrav/english/library/socdiag/v07000.htm>

This guide is comprised of six booklets:

Booklet 1: Gender equality bargaining: An overview

Booklet 2: Working conditions

- Booklet 3: Maternity and family responsibilities
- Booklet 4: Defending rights of non-permanent and vulnerable workers
- Booklet 5: Dignity at the workplace
- Booklet 6: Giving women a voice

Excerpt from publication:

This guide may be used for negotiation, discussion, motivation, awareness raising, training, education, interaction between employers and workers, and creating alliances with other interested agencies/networks.

ILO and gender equality at work: Beijing +5 and beyond

ILO Bureau for Gender Equality

Geneva: International Labour Organization, 2000, 10 p.

<http://www.ilo.org/public/english/protection/safework/publicat/iloshcat/gender.htm>

Description from website:

Brochure prepared by the Bureau for Gender Equality. Deals with ILO's approaches, strategy and means of action for gender equality. In addition, the Director-General's commitment to gender equality and gender mainstreaming and the new measures taken since March 1999 are discussed.

Information Note on Women workers and gender issues on occupational safety and health

Forastieri, Valentina

ILO Infocus Programme on Safe Work.

Geneva: International Labour Organization, 2000

<http://www.ilo.org/public/english/protection/safework/gender/womenwk.htm>

<http://www.ilo.org/public/english/protection/safework/gender/womenwk.pdf>

Excerpt from publication:

Most women have few choices as to where they can work. They end up doing work that can be heavy, dirty, monotonous, low paid and which involves long hours of work with no access to health services. This is particularly the case of those working in the informal sector where women represent a great proportion. Women are caught in a vicious circle whereby the majority lack opportunities for education or have few qualifications, especially those from the lower economic levels.

Making choices, making waves: critical issues for women and girls in the VET sector: Conference papers / Dept of Education, Training and Employment.

In: Making Choices, Making Waves: Critical Issues for Women and Girls in the VET Sector Conference, Adelaide, South Australia, 18-19 May 2000

Adelaide: Department of Education, Training and Employment, 2000

<http://www.voced.edu.au/cgi-bin/get-iso8.pl?off=32962623&db=voced&patlist=girl>

Description from VOCED website:

This two-day conference covered a variety of topics relevant to the participation of women and girls as students, as well as examining contemporary human resource issues for women working in the vocational education and training (VET) sector.

This report is a selection of papers that were presented at the conference and are as follows:

- Inventing the employable self in difficult circumstances, by Jane Kenway and Peter Kelly
- Breaking through the barriers, by I. S. Werchola
- Women in industry, by Hollie Armstrong
- Women on site: gender equity and diversity in VET, by Jenny Howes, Jo Pyke, Mary Leahy and Cheryl Wragg
- Vocational education and training in schools, by Anne Hammond
- Women working in VET: leading young women into the future, by Sabina Lauber
- Making the best of a bad job, or flexibility, fun and time: a study of the lives of 15 casual female TAFE lecturers, by Priscilla Shorne
- Where are the women in vocational education and training? A paper in progress, by Margaret Malloch
- Economic choices: women, poverty and VET, by Lyn Frimpong
- How training supports women to attain leadership in industry, by Nadeya Maystrenko

Maternity protection at work. Revision of the maternity protection convention (Revised)

Revision of the Maternity Protection Convention (Revised), 1952 (No. 103), and Recommendation, 1952 (No. 95)

Geneva: International Labour Conference, 88th Session, 2000

Report IV (1): Proposed instruments

ISBN 9 221 11510 0

ISSN 0074-6681

Report IV (2A): Replies received and commentaries

ISBN 922 111511 9

ISSN 0074-6681

Report IV (2B): Proposed convention; proposed recommendation

ISBN 922 011512 3

ISSN 0074-6681/0251-3218

<http://www.ilo.org/public/english/standards/relm/ilc/ilc88/reports.htm>

Excerpt from Report IV (1):

On 16 June 1999 the International Labour Conference, meeting in Geneva at its 87th Session, adopted the following resolution:

The General Conference of the International Labour Organization,

Having adopted the report of the Committee appointed to consider the fifth item on the agenda,

Having in particular approved as general conclusions, with a view to the consultation of governments, proposals for the Revision of the Maternity Protection Convention (Revised), 1952 (No. 103), and Recommendation, 1952 (No. 95),

Decides that an item entitled "Revision of the Maternity Protection Convention (Revised), 1952 (No. 103), and Recommendation, 1952 (No. 95)" shall be included in the agenda of its next ordinary session for second discussion with a view to the adoption of a Convention and a Recommendation.

By virtue of this resolution and in accordance with article 39, paragraph 6, of the Standing Orders of the Conference, the Office is required to prepare, on the basis of the first discussion by the Conference, the texts of a proposed Convention and Recommendation. These texts are to be sent to governments and are to reach them not later than two months from the closing of the 87th Session of the Conference. The purpose of this report is to transmit to governments the proposed texts.

Sexual harassment: Addressing sexual harassment in the workplace – A management information booklet: An ILO survey of company practice

Reinhart, A.

Geneva: International Labour Organization, 1999, 39 p.

ISBN 9 221 11382 5

<http://www.ilo.org/public/english/support/publ/xttextww.htm#b3825>

<http://www.ilo.org/public/english/protection/condtrav/publ/hvs-ar-99.htm>

Description from website:

This booklet provides managers with invaluable information on what is being done by companies around the world to address the issue of sexual harassment. It examines the necessary steps to developing, implementing and evaluating policies and programmes, and offers numerous examples of current company practice. While focusing on areas which pose important managerial challenges, this booklet also touches upon key ILO values and concerns.

Violence against women in the world of work*

Gender and Work Series, No. 1

ILO Bureau for Gender Equality

Geneva: International Labour Organization, 1999, 13 p.

<http://www.ilo.org/public/english/protection/safework/publicat/iloshcat/sexharass.htm>

*For full description, please see *Violence at Work*

Women in the world of work: Women workers' rights in Hungary

ILO Central and Eastern Europe Multidisciplinary Advisory Team

ILO Bureau for Gender Equality

Budapest: International Labour Organization, 1998, 101 p.

ISBN 9 221 11477 5

<http://www.ilo.org/public/english/protection/safework/publicat/iloshcat/gender.htm>

<http://www.ilo-ceet.hu/download/wwow.pdf>

Excerpt from preface:

This publication is the final output of a project on “Training and Information Dissemination on Women Workers’ Rights” which the ILO-CEET executed in Hungary between 1996 and 1998. The project covered a wide range of activities to promote awareness of women workers’ rights among the different social actors in the Hungarian society, in particular the government, the trade unions, the employers’ organizations and the non-governmental women organisations. It based itself on the outcome of the Fourth World Conference on Women held in Beijing in 1995 which highlighted the importance of the promotion of equal opportunities for women and men everywhere in the world. The specific problems confronting disabled women workers and women from ethnic minorities were also addressed during the implementation of the project.

The purpose of the publication is to give a compilation of information on the position of women workers in Hungary and to provide training material for future training on women workers’ rights in Hungary.

Women workers' rights in India: Issues and strategies – A reference guide

Kapur, A. (ed.)

1999, 373 p.

ISBN 9 221 11613 1.

<http://www.ilo.org/public/english/protection/safework/publicat/iloshcat/gender.htm>

Specific Industrial Sectors

Agriculture and Agrochemicals

The ILO Programme on Occupational Safety and Health in Agriculture

Forastieri, Valentina

Geneva: International Labour Organization, October 1999

<http://www.ilo.org/public/english/protection/safework/agriculture/agrivf01.htm>

Excerpt from Executive Summary:

Occupational safety and health in agriculture needs to be addressed with a well defined strategy and must be integrated into a rural development policy involving both commercial (plantations) and small-scale farming. The progressive extension of occupational care services to workers in agriculture requires the implementation of effective national policies, specific programmes and strategic plans of action with an emphasis on prevention. The delivery of occupational health should be integrated into the primary health care structure.

Occupational safety and health in agriculture, forestry and livestock rearing

ILO Infocus Programme on Safe Work

International Labour Organization, 2000

CD-ROM

<http://www.ilo.org/public/english/protection/safework/agriculture/agricd.htm>

Description from website:

This CD-ROM intends to provide technical guidance on safety and health measures to deal with the most frequent hazards in agriculture, livestock breeding and forestry work.

It was compiled and published in 2000 as one of the first initiatives developed by the ILO's InFocus Programme SafeWork, emphasizing the protection of workers in the most hazardous occupations.

Safety and health in agriculture

International Labour Conference, 88th Session, Geneva, 2000. Report VI (1)

Geneva: International Labour Organization, 2000, 108 p.

ISBN 9 221 11517 8

ISSN 0074-6681

<http://www.ilo.org/public/english/protection/safework/publicat/iloshcat/agricult.htm>

<http://www.ilo.org/public/english/standards/relm/ilc/ilc88/rep-vi-1.htm>

Excerpt from introduction:

This law and practice report has been prepared by the Office, following the decision of the Governing Body at its 271st Session (1) (March 1998) to place an item on safety and health in agriculture on the agenda of the International Labour Conference at its 88th Session in 2000.

The report examines existing legislation and practice on safety and health in agriculture in ILO member States. The term "legislation" is used in the broad sense to include statutes, regulations, codes of practice and other similar instruments of a legislative character. Both general labour codes and specific laws that address safety and health are examined. An attempt is made to analyse the application of legislation wherever possible, based on available information. The content of the report is based on information provided by member States through a survey, the ILO's legislative database (ILOLEX), the ILO's safety and health database (CISDOC) and other sources available at the International Labour Office in Geneva.

Safety and health in agriculture

International Labour Conference, 88th Session, Geneva, 2000. Report VI (2)

Geneva: International Labour Organization, 2000, 188 p.

ISBN 9 222 11524 0

ISSN 0074-6681

<http://www.ilo.org/public/english/protection/safework/publicat/iloshcat/agricult.htm>

<http://www.ilo.org/public/english/standards/relm/ilc/ilc88/rep-vi-2.htm>

Excerpt from introduction:

In accordance with article 39 of the Standing Orders of the Conference, which deals with the preliminary stages of the double discussion procedure, the Office drew up a preliminary report,(1) intended to serve as the basis for the first discussion of this question. This report contains the introduction to the question and an analysis of the law and practice in agriculture in various countries. It was accompanied by a questionnaire and communicated to the governments of the member States of the ILO, which were invited to send their replies so as to reach the Office by 30 June 1999 at the latest.

This report has been drawn up on the basis of the replies received, the substance of which, together with brief commentaries, is given in the following pages. The proposed conclusions appear at the end of the report.

The Safety and Health in Agriculture Convention, 2001

International Labour Conference, 2001 (No.184)

<http://www-ilo-mirror.cornell.edu/public/english/standards/relm/ilc/ilc89/pdf/c184.pdf>

and its accompanying **Recommendation**

International Labour Conference (No. 192)

<http://www-ilo-mirror.cornell.edu/public/english/standards/relm/ilc/ilc89/pdf/r192.pdf>

Top on the agenda: Health and safety in agriculture, Labour Education, 2000, 1-2, No. 118/119

Various Authors

Labour Education Series

International Labour Organization, 2000

<http://www.ilo.org/public/english/dialogue/actrav/publ/118/118e.pdf>

Contents:

- The ILO Programme on Safety and Health in Agriculture: The challenge for the new century – providing occupational safety and health services to workers in agriculture, by Valentina Forastieri
- Health, safety and environment in agriculture: There must be dramatic improvements in standards of protection both with regard to waged workers and farmers as well as public health and the environment before agriculture can become socially and environmentally sustainable, by Peter Hurst
- Trade unions must assist rural workers' organizations to represent rural workers and defend their right to freedom of association by providing their leaders with enabling education and training as well as the necessary resources to ensure their participation in development, by Anna J. Pouyat
- Occupational safety and health for women workers in agriculture: Public health issues in the agricultural sector call for specific technical inputs and for addressing the issues of deprivation and imbalances of power, by Rene Loewenson
- Uganda: Training, education and information on health, safety and environment – National Union of Plantation and Agricultural Workers (NUPAW), by Omara Amuko
- Pesticides in agriculture: the extent of the problem in Asia, by Annie Rice
- Prevention must be the guiding principle with respect to accidents and occupational diseases: Workers must be informed as to hazards and be trained to incorporate preventive measures into the performance of their activities, by Heloisa Farza
- Panorama of accidents and diseases in rural work in Brazil, by Eduardo Garcia Garcia and Rosa Yasuko Yamashita
- The role of worker representation in health and safety in agriculture in Western Europe, by David Walters
- Eastern Europe: Occupational health services are remote from workers and have not yet become an integral part of primary health care, by Yuri I. Kundiev
- A summary of findings on the basic minimum age for employment and the exceptions for light work, hazardous work, work in family undertakings, and in agriculture

Inland Transport: Roads and Waterways

Alignment of TDT training package & industry OS&H programs

Trim, Carol

In: Professional development support program 2000 (PDSP 2000): final reports / Professional and Career Development Unit Western Australia. Dept of Training and Employment. Professional and Career Development Unit (PACD) p. 53-66.

<http://www.voced.edu.au/cgi-bin/get-iso8.pl?off=33832160&db=voced&patlist=carol%7Ctrim>

Description from website:

The overall intent of this project was to facilitate and develop strategies to build partnerships with the transport and distribution industry. The project team examined the plethora of occupational safety and health (OS and H) induction courses and similar courses in order to design a single program acceptable to the majority of players in the industry.

Maritime labour conventions and recommendations including standards relating to fishing, dock work and inland navigation

Fourth (revised) edition

International Labour Organization, 1998, 266 p.

ISBN 9 221 10332 3

<http://www.ilo.org/public/english/protection/safework/publicat/iloshcat/transport.htm>

<http://www-ilo-mirror.cornell.edu/public/english/support/publ/xttextmar.htm#b3323>

Description from website:

This book contains the substantive provisions of 30 Conventions and 23 Recommendations dealing with the conditions of employment of seafarers adopted by the International Labour Conference over three-quarters of a century, as well as the provisions of instruments applicable to all workers including seafarers, referred to in Convention No. 147. The substantive provisions of seven Conventions and five Recommendations relating to fishing, dock work and inland navigation are also included.

The social and labour impact of globalization in the manufacture of transport equipment

Report for discussion at the Tripartite Meeting on the Social and Labour Impact of Globalization in the Manufacture of Transport Equipment, Geneva, 8 - 12 May 2000

Geneva: International Labour Organization, 2000, 203 p.

ISBN 9 221 12032 5

<http://www.ilo.org/public/english/protection/safework/publicat/iloshcat/transport.htm>

<http://www.ilo.org/public/english/dialogue/sector/techmeet/tmte2000/tmter1.htm>

Excerpt from introduction:

This report will look at recent developments in the rapidly changing world of transport equipment manufacturing. It will focus on conditions of work and life, employment, industrial relations and revised training needs in the light of the new skills required by flexible production systems. Consumer demand, international competition, over-capacity, environmental concerns and pressure to increase the return on shareholders' investments are all forcing companies to reorganize work in order to cut costs and improve performance. Increasingly, more and more responsibility is being placed on suppliers, as companies outsource the manufacture of up to 70 per cent of the components they need in final assembly. Mergers, acquisitions, strategic alliances and common platforms are the industry buzz-words as company directors are urged to "think global, but act locally" in the struggle for market share and brand names. Nevertheless, despite the appearance of emerging markets, the vast majority of production is still highly concentrated in a few member countries of the Organization for Economic Co-operation and Development (OECD).

This background report has been organized along the following lines. Chapter 1 presents a definition of the sector and of globalization, followed by overall data on employment, production, imports and exports, wages, value added and research and development. Chapter 2 looks at the motor vehicle industry, which includes motor vehicles and bodies (ISIC[3] 341 and 342); Chapter 3 examines the supplier industry (defined as manufacture of parts and accessories, ISIC 343); and Chapter 4 covers the rest of the transport equipment manufacturing industry (as defined by ISIC 35 to include ships, locomotives, aircraft and motorcycles and bicycles). Chapter 5 considers various efforts to give a voice to workers in the global economy, ranging from collective bargaining, teamwork and employment pacts to European Works Councils, while Chapter 6 focuses on certain issues related to occupational safety and health and early retirement. A summary and draft points for discussion are contained in Chapter 7.

Symposium on the social and labour consequences of technological developments, deregulation and privatization of transport

Geneva: International Labour Organization, 1999, 30 p.

<http://www.ilo.org/public/english/protection/safework/publicat/iloshcat/transport.htm>

Background Paper:

ISBN 9 221 11587 9

<http://www.ilo.org/public/english/dialogue/sector/techmeet/sdpt99/sdptr.htm>

Final Report:

ISBN 9 221 11876 2

http://www.ilo.org/public/english/dialogue/sector/techmeet/sdpt99/sdptn.htm#_Toc475351675

Excerpt from introduction (background paper):

This paper has been prepared by the International Labour Office as a background document for the Tripartite Symposium on the Social and Labour Consequences of Technological Developments, Deregulation and Privatization of Transport. It was prepared by Bert Essenberg, Transport Sector Specialist, Sectoral Activities Department, ILO. It is published under the authority of the International Labour Office. This will be the first symposium organized for the transport sector covering civil aviation, railways and road transport. The paper highlights recent developments in technology, deregulation, privatization, employment, working conditions and working environment in air, road and rail transport as a basis for a more detailed presentation and discussion at the Symposium. It is expected that separate sessions will deal with issues such as the following: (i) transport in the twenty-first century; (ii) deregulation or re-regulation; (iii) social and labour consequences of privatization of public transport enterprises; (iv) labour-management relations in a changing industry; and (v) employment, working conditions and working environment in the form of presentations by acknowledged experts, to be followed by a tripartite debate.

Maritime

IMO/ILO guidelines for the development of tables of seafarers' hours, shipboard working arrangements and formats of records of seafarers' hours of work or hours of rest

Geneva: IMO, ILO, 1999, 17 p.

ISBN 9 280 16095 8

<http://www.ilo.org/public/english/protection/safework/publicat/iloshcat/maritime.htm>

http://www.imo.org/publications/contents.asp?doc_id=1231&topic_id=426&header=false&margin=no&productcode=I973E

Description from website:

Developed by a joint working group of the International Labour Organization and IMO, these guidelines are designed to help Administrations, shipowners and seafarers meet their obligations under ILO Convention N. 180 (Seafarers' Hours of Work and the Manning of Ships Convention) and IMO's STCW Convention, 1978, as amended in 1995.

They provide a standardized table showing shipboard working arrangements, a standard format for records of seafarer's daily hours of work and rest and guidelines for monitoring compliance.

Maritime labour conventions and recommendations including standards relating to fishing, dock work and inland navigation

Fourth (revised) edition

International Labour Organization, 1998, 266 p.

ISBN 9 221 10332 3

<http://www.ilo.org/public/english/protection/safework/publicat/iloshcat/maritime.htm>

Description from website:

Contains the substantive provisions of more than 50 Conventions and Recommendations dealing with the conditions of employment of seafarers, portworkers, fishermen and inland boatworkers adopted by the International Labour Conference over a more than 75-year period, as well as the provisions of instruments applicable to all workers, referred to in Convention No. 147.

Portworker development programme: The ILO's global training strategy for your port MARIT

Sectoral Activities, International Labour Organization, 2000
<http://www.ilo.org/public/english/protection/safework/publicat/iloshcat/maritime.htm>
<http://www.ilo.org/public/english/dialogue/sector/sectors/pdp.htm>

Excerpt from publication:

The PDP is based on centrally prepared training materials for container terminal workers, properly tested and validated, presented by a corps of specially trained instructors working within a carefully established organisational framework, extending from national to port level. The development objective of the PDP is to enable governments and port authorities of developing countries to establish effective and systematic portworker training schemes, designed to improve cargo handling performance, working conditions and practices, safety and the status and welfare of portworkers. Portworkers in this context is defined as a port or terminal employee of supervisory grade or below and covers foreman, chargehands, drivers, operators, stevedores and other operations personnel of similar grades, as well as office and workshop employees of similar status. PDP began with a pilot project, which included two countries in East Africa - Kenya and Tanzania - and concentrated on the training of supervisory portworker grades in container terminals.

Report of the meeting of the joint IMO/ILO ad hoc expert working group on liability and compensation regarding claims for death, personal injury and abandonment of seafarers

Governing Body doc. GB, 277/STM/4

London: 1999, 34 p.

<http://www.ilo.org/public/english/protection/safework/publicat/iloshcat/maritime.htm>
<http://www.ilo.org/public/english/standards/reim/gb/docs/gb277/pdf/stm-4a.pdf>

Description from website:

Attached is the report of the IMO/ILO Ad Hoc Expert Working Group on Liability and Compensation regarding Claims for Death, Personal Injury and Abandonment of Seafarers which met from 11 to 15 October 1999 at the Headquarters of the International Maritime Organization (IMO).

Report of the second meeting of the joint IMO/ILO ad hoc working group on investigation of human factors in maritime casualties

MARIT, ILO

London: 1998

<http://www.ilo.org/public/english/protection/safework/publicat/iloshcat/maritime.htm>

Risks and dangers in small-scale fisheries: An overview

Ben-Yami, M.

Working paper, SAP 3.6/WP.147

Geneva: International Labour Organization, 2000

<http://www.ilo.org/public/english/protection/safework/publicat/iloshcat/maritime.htm>
<http://www.ilo.org/public/english/dialogue/sector/papers/fishrisk/>

Excerpt from preface:

The working paper focuses on the risks and dangers in small-scale and artisanal fisheries. It reviews working conditions, typical risks and dangers, safety approaches in developed and developing countries, accidents associated with the marine environment, navigation and fishing operations, problems associated with boat design and construction as well as other risks and dangers. The influence of fishery management measures and economic factors, wars, pirates and other hostile acts are addressed. The author makes an evaluation of these issues and recommendations for action in several areas.

Tripartite meeting on safety and health in the fishing industry: Joint committee FAO/OIT/OMI report 1999, 100 p.

ISBN 9 221 11829 0

<http://www.ilo.org/public/english/protection/safework/publicat/iloshcat/maritime.htm>

Other

Epidemiology of Skin and Respiratory Diseases among Hairdressers

Timo, Leino

Finnish Institute of Occupational Health, 2001

ISBN: 9 518 02413 8

<http://www.occuphealth.fi/Internet/English/Information/Publications/> (follow links to 'Products in English')

Description from website:

The doctoral thesis deals with the physical work environment in hairdressing salons, the prevalence, incidence and risk of work-related skin and respiratory diseases among hairdressers, and the causes of leaving the profession.

The evolution of employment, working time and training in the mining industry: Report for discussion at the Tripartite Meeting on the Evolution of Employment, Working Time and Training in the Mining Industry, Geneva, October 2002

International Labour Organization, Sectoral Activities Programme, TMMI/2002

Geneva: International Labour Organization, 2002

<http://www.ilo.org/public/english/dialogue/sector/techmeet/tmmi02/tmmi-r.pdf>

Excerpt from introduction:

The mining industry is not a major source of employment in global terms and, as Chapter 1 shows, employment in the formal part of this industry is falling, notwithstanding increased production and the opening of new mines.

Chapter 2 looks at trends in working time, the factors that have an impact on different forms of shift work, and at the means to address health and safety issues, including fatigue, arising from compressed shifts or extended working time.

Chapter 3 examines several different approaches to training in the industry and beyond.

Because of the importance of southern Africa in the world of mining (in terms of employment and production) and the incidence of HIV/AIDS in the region, Chapter 4 looks at how the entire mining sector (national and multinational companies, trade unions, NGOs and regulators) is addressing the pandemic that is affecting the mining workforce and their families, companies and communities.

Chapter 5 introduces the report of the Mining, Minerals and Sustainable Development Project as a stimulus for the Meeting to consider how the social partners and the ILO can contribute to ensuring that the mining industry can continue to operate in a context of sustainable development while ensuring decent work for all concerned.

Chapter 6 contains a summary of the issues discussed, together with some suggested points that might be the focus for discussion during the Meeting.

Improving working conditions and productivity in the garment industry*

Hiba, J.C.

Geneva: International Labour Organization, 1998

*For full description, please see *Ergonomics*

No longer an issue just for the medical profession – Sharps handling and disposal procedures should be mandatory training for all housekeeping staff

McKenzie, Derek

In: *Executive housekeeper*, Vol. 3, No. 2, Autumn 1999, 7 p.

<http://www.voced.edu.au/cgi-bin/get-iso8.pl?off=28210238&db=voced&patlist=mckenzie>

Description from VOCED website:

Today there is the probability that at some stage in their daily work, a room attendant will come in contact with a needle or syringe (sharp). How they handle the situation may depend on the foresight of the manager or executive housekeeper and whether training has been provided by the establishment. All hospitality establishments should have a written sharps policy detailing handling and disposal procedures for room attendants and on premise laundry staff. This article discusses what the hospitality industry can do to reduce the chance of accidental needlestick injuries.

Safety and health in forestry work: ILO Code of Practice

Geneva: International Labour Organization, 1998

ISBN 9 221 10826 0

<http://www.ilo.org/public/english/support/publ/pdf/forestry.pdf>

Excerpt from preface:

This code is not a legally binding instrument intended to supersede national legislation. It has been designed to provide guidance to ILO constituents in their endeavour to improve the safety and health performance of their national forestry sectors or enterprises. The code is based on state-of-the-art international experience, and is intended to be relevant and practicable in most countries and enterprises. It aims to protect workers from hazards in forestry work and to prevent or reduce the incidence of occupational illness or injury. It contains useful ideas even for countries and enterprises with well-developed prevention strategies, but is especially valuable for those that lack relevant regulations and guidelines.

Safety and health in the non-ferrous metals industries: An ILO code of practice

International Labour Organization, 2003, 175 p.

ISBN 9 221 11640 9

<http://www.ilo.org/public/english/support/publ/pindex.htm>

Description from website:

This new code of practice provides workers, employers and governments with practical safety and health guidelines for non-ferrous metal production – aluminium, copper, lead, manganese and zinc. It focuses on the general principles of prevention and protection, including risk assessment and management, training, and workplace and health surveillance. It identifies and examines a range of physical hazards commonly encountered in the production of non-ferrous metals such as noise, vibration, heat stress, radiation, confined spaces, dust and chemicals. In-depth sections also discuss health and safety measures for working with furnaces, molten metal, alloys and the process of recycling.

Safety in the use of radiofrequency dielectric heaters and sealers: A practical guide

Occupational Safety and Health Series, No. 71, 1998

International Labour Organization, 1998

ISBN 9 221 10333 1

<http://www.ilo.org/public/english/support/publ/pindex.htm>

Description from website:

This book provides basic guidance on working conditions and procedures that will lead to higher standards of safety for all personnel engaged in the operation and use of radio frequency heaters and sealers. It is intended in particular for the use of competent authorities, employers and workers and in general all persons in charge of occupational safety and health. Topics covered:

- Radiofrequency and electromagnetic radiation, sources, exposure and energy absorption
 - RF biological effects
 - Occupational RF exposure standards and guidelines
 - Exposure assessment
 - Control technology
 - Work practices and administrative controls
 - Design and installation considerations
- Medical surveillance

Safety in the use of synthetic vitreous fibre insulation wools (glass wool, rock wool, slag wool): An ILO code of practice

Geneva: International Labour Organization, 2001, 71 p.

ISBN 9 221 11629 8

<http://www.ilo.org/public/english/protection/safework/cops/english/download/e000007.pdf>

Excerpt from preface:

This ILO code of practice defines major principles and approaches concerning safety requirements and precautions in the use of insulation wools (glass wool, rock wool and slag wool). It provides practical control

measures to minimize occupational exposure to fibres and dusts from insulation wools, prevent irritation and discomfort, and avert any long-term health risks involved in working with such products. The code promotes an integrated approach, taking account of the fact that synthetic vitreous fibre insulation wools do not appear in the workplace in their pure forms but rather as a product with mixed components. Emphasis is placed on addressing all the hazards arising from the product (insulation fibres, binders and other materials), taking account of real work situations.

Small-scale mines: Danger in El Dorado

Jennings, N.; Schapira, M.

In: *The World of Work: The magazine of the ILO*, No. 30, July 1999

ISSN 1020-0010

<http://www.ilo.org/public/english/protection/safework/publicat/iloshcat/mining.htm>

<http://www.ilo.org/public/english/bureau/inf/magazine/30/mines.htm>

Excerpt from publication:

As they expand rapidly in developing countries, small mines are posing increasing dangers for workers – especially women and children. A new ILO report says small mines in some countries have a workplace fatality rate up to 90 times higher than mines in industrialized countries.

Social and labour issues in small-scale mines: Report for discussion at the Tripartite Meeting on Social and Labour Issues in Small-scale Mines Geneva, 17-21 May 1999

Geneva: International Labour Organization, 1999

<http://www.ilo.org/public/english/protection/safework/publicat/iloshcat/mining.htm>

Report:

99 p.

ISBN 9 221 11480 5

<http://www.ilo.org/public/english/dialogue/sector/techmeet/tmssm99/tmssmr.htm>

Note on the proceedings:

60 p.

ISBN 92-2-111770-7

<http://www.ilo.org/public/english/dialogue/sector/techmeet/tmssm99/tmssmn.htm>

Excerpt from introduction (Report):

The report focuses on some of the major issues in small-scale mining that were highlighted in the responses to the questionnaire and on topics that are important in resolving them. The first chapter sets the scene, putting small-scale mining in context in terms of production and employment, and addresses the issues in general terms. The subsequent chapters on occupational health and safety, women in mining and child labour illustrate some of the problems that exist and are being dealt with. The chapters on legislation, the links between large and small mines, and assistance from IGOs give examples of how some of the issues are being and might be addressed. The final chapter contains a summary of the main points in the report and some suggested points for discussion.

Tripartite meeting on technology and employment in the food and drink industries, Geneva, 18-22 May 1998

Geneva: International Labour Organization, 1998

<http://www.ilo.org/public/english/protection/safework/publicat/iloshcat/foodrink.htm>

Report:

135 p.

ISBN 9 221 10967 4

<http://www.ilo.org/public/english/dialogue/sector/techmeet/tmfdi98/tmfdi1.htm>

Note on the proceedings:

71 p.

ISBN 92-2-211282-9

<http://www.ilo.org/public/english/dialogue/sector/techmeet/tmfdi98/tmfdin.htm>

Excerpt from foreword (Report):

This report has been prepared by the International Labour Office as the basis for discussions at the Tripartite Meeting on Technology and Employment in the Food and Drink Industries. It examines recent developments

in the food and drink industries and new technology that has been adopted in these industries with a view to illustrating their impact on employment and working conditions.

Appendix: Research Sources

Conference Papers, Working Papers, other Publications:

European Conference on Educational Research

<http://www.leeds.ac.uk/educol/documents/000001187.htm>

Databases:

Access Training and Employment Centre

<http://www.equityresearch.org.au>

Australian Vocational Education and Training Research Association –AVETRA

<http://www.avetra.org.au>

International Labour Organization (ILO)

<http://www.ilo.org>

International Training Centre of the ILO

<http://www.itcilo.it>

National Institute for Occupational Safety and Health (NIOSH)

<http://www.cdc.gov/niosh/homepage.html>

National Occupational Health and Safety Commission (Australia)

<http://www.nohsc.gov.au>

The European Trade Union Technical Bureau of Health and Safety – Labourline

<http://www.labourline.org>

VOCED (Australia)

<http://www.voced.edu.au/>

World Health Organization

<http://www.who.int/en/>

Journals:

Injury Prevention Online

<http://ip.bmjournals.com>

Labour Research Department (UK)

<http://www.lrd.org.uk/default.php3>

Magazine of the European Agency for Safety and Health at Work

<http://agency.osha.eu.int/publications/magazine/>

Work and Society

<http://www.peterlang.net/all/index.cfm?textfield=baeten&vResult=true&vDom=3&vRub=1060>

Websites:

Australian National Training Authority

<http://www.anta.gov.au/>

Department of Education and Training (Government of Western Australia)

<http://www.training.wa.gov.au>

Enterprise & Career Education Foundation

<http://www.ecef.com.au>

Health and Safety Executive (UK)

<http://www.hse.gov.uk>

Institution of Occupational Safety and Health

<http://www.iosh.co.uk/>

International Atomic Energy Agency

<http://www.iaea.org/worldatom/>

Finnish Institute of Occupational Health

<http://www.occuphealth.fi>

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- >> Improving access to TVET; and
- >> Assuring quality of TVET.

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- >> Knowledge sharing and publications;
- >> Inter-agency collaboration and partnerships; and
- >> Human resource development.

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150 countries worldwide.

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