

M5-EN.11. SAFETY TIPS, HEALTH AND SAFETY LABELS IN WORKPLACES

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Short description of the section:

This section presents safety tips for the employer and the driver (including the use of personal protective equipment) and introduces the requirements for using safety and health signs and labels.

Goals of the section:

- Give advice to the employer on safety and health matters (including the use of personal protective equipment); and
- Present the requirements for using safety and health signs and labels.

The material of this section and safety tips presented herein will assist in arranging safe workplaces in land transportation sector and understand the benefits and rules of using safety and health signs and labels.

M5-EN.11.1. Safety tips for the employer

It is the responsibility of the employer to ensure safe and healthy working conditions in a land transportation company. The following safety tips will help the employer to bear his responsibility for health and safety in the workplace:

- Operate safe vehicles equipped with safety belts for drivers and passengers, air-bags, ABS systems, anti-blinding filters etc;
- Plan delivery schedules so that speeding and traffic jams were avoided. Install speed limitation devices in the vehicles and control that is used where installed;
- Consider weather and road conditions while planning the schedules and routes. Choose the best and safest roads;
- Observe and control driving and rest time by using the measures provided for in speed control legislation;
- Loading and unloading tasks result in extra workload for the drivers therefore provide for additional rest time to the drivers who are involved in loading and unloading operations.
- Allocate work to the drivers in accordance with their qualifications;

- Organize continuous training of the drivers on safe driving, vehicle safety inspection, use of modern loading and unloading equipment. Arrange such training and seminars on regular basis;
- Implement alcohol drinking control measures;
- Implement all kinds of safety codes in harmony with local conditions. Comply with other local traffic safety codes and take part in the development of such codes;
- While entering into employment contracts with the drivers encourage them to abide to safety rules and to use safety equipment, to enhance safe driving skills, experience etc. The standard driver's safety and health procedure is presented in **##D16##**.

M5-EN.11.2. Safety tips for the driver

Land transportation companies employ professional drivers. Their experience may be an important positive factor making personal decisions related with safety and health matters. However the drivers shall assume personal responsibility for safe driving. The following safety tips will help to ensure workplace safety and health:

- Use safety belts, choose safe speed according to road and weather conditions;
- Comply with local traffic rules and abide to local requirements;
- Arrange you seat so that it is convenient and safe and prevents muscle strain and injuries (especially neck) in the event of accident;
- Know your vehicle's control systems and ensure that they are in good shape: perfectly operating brakes, windshield without cracks, well adjusted and functioning lights etc;
- Do not drive under the influence of alcohol or tranquilizers, follow your doctor's recommendations ;
- Avoid smoking while driving because tobacco is only a short-term energizer. Cigarette smoke may cause drowsiness because carbon dioxide displaces oxygen from the cabin and this may result in higher level of CO in the driver's blood;
- Do not use heating or water boiling appliances able to generate carbon monoxide in the cabin;
- Use safe climbing equipment and be extremely careful in bad visibility conditions or when your feet are weary;
- Ensure safe positioning of cargo in your vehicle; be careful during loading and unloading;
- Keep things in your vehicle safely attached so that they do not hit people in the vehicle during sudden braking;
- Buckle up in the bunk bed if you sleep while your partner is driving.

M5-EN.11.3. Personal protective equipment (M5.11.3.1.jpg)

M5-EN.11.3.1. Mandatory requirements

Personal protective equipment is used when risk inherent in the working environment is impossible to avoid or to prevent by collective protective equipment, organizational

measures or other means and methods. Examples of such risk are thermal hazards, hazardous substances, mechanical dangers etc.

In land transportation sector personal protective equipment is given to drivers free of charge pursuant to the risk factors present in the workplace. The following personal protective equipment is mandatory:

- Work suit;
- Work footwear;
- Cap or hat;
- Work gloves.

Personal protective equipment shall:

- Protect from potential dangers and hazards present in the driver's working environment without posing any risk to employee's safety and health;
- Comply with ergonomic requirements and the driver's health condition;
- Fit (be adjusted) to the driver.

M5-EN.11.3.2. Employer's obligations

The employer shall:

- If necessary, give more personal protective equipment to the driver free of charge than provided for in PPE list;
- Check whether personal protective equipment given to drivers carry a conformance mark or have a certificate proving that they comply with applicable regulatory requirements for health and safety;
- Give washing and deactivating substances to the drivers doing the work where dangerous substances can affect their skin;
- Ensure that personal protective equipment is stored, used, cleaned and maintained, if necessary – disinfected, supplied with required spare parts in accordance with the manufacturer's instructions;
- Replace personal protective equipment during cleaning, laundering, repair or disinfection of the equipment;
- Control the compliance with respective hygiene requirements if in certain circumstances the same personal protective equipment is shared by several person;
- Assess the working conditions and determine the life-cycle of personal protective equipment in accordance of manufacturers' instructions.

M5-EN.11.3.3. Driver's obligations

The driver shall:

- Each time before using personal protective equipment check if it is not faulty, damaged, dirty and if the validity time stated on the seal has not expired;
- Use provided personal protective equipment;
- Take care of personal protective equipment and use it for intended purpose; notify your immediate supervisor about the wearing out, contamination, unfitness and expiration term of the equipment in a timely manner;

- Compensate the damage as provided for by the law if personal protective equipment given to the employee is lost or damaged at his fault.

Personal protective equipment shall not be used if the validity terms or testing terms are expired.

Personal protective equipment is employer's property thus before quitting job or changing jobs in the same company the employee shall return the equipment to the employer. Worn out equipment shall be replaced with a new one.

M5-EN.11.4. Safety and health signs and labels (M5.11.4.1.jpg)

M5-EN.11.4.1. Need and type of labels

Safety and health protection signs shall be posted in those places where it is impossible to avoid or prevent risk inherent in the working environment by collective protective equipment, organizational measures or other means and methods. These signs are mandatory because they serve as initial warning about potentially dangerous situations which may result in severe or lethal injuries.

Employers shall provide induction training to employees and acquaint them with the meaning of safety and health signs used in the company, i.e. explain the actions to be taken in the areas marked by a certain sign.

Safety and health signs and labels give information or instructions expressed by an icon, colour, illumination, sound, verbal announcement or hand signals in regard to a specific object, activity, situation, safety and health requirements.

There are certain requirements how information should be conveyed in these signs.

M5-EN.11.4.2. Prohibitive and warning signs

Features of **prohibitive signs** (prohibiting actions that may cause danger):

Form of a circle, black icon against white background, red rim and red diagonal line.

Here are some examples of such signs:



No smoking



No entrance to pedestrians

Features of **warning signs** (warning about potential risk or hazard):

Form of a triangle, black icon against yellow background, black rim.

Here are some examples of such signs:



Warning about toxic substance company



Warning about plant and machinery used in the

Warning about electric current

If these signs have to stand out of traffic signs, they may have a square form and orange background. Examples of such signs:



Warning about inflammable substance



Warning about explosive substance

M5-EN.11.4.3. Regulatory, evacuation and first aid signs

Features of **regulatory signs** (defining mandatory behaviour):

Form of a circle, white icon against blue background (blue colour shall cover at least 50% of the sign's surface).

Examples of such signs:



Eye protection is mandatory



Head protection is mandatory



Hearing protection is mandatory



Visor is mandatory



Safety footwear is mandatory

Features of **evacuation and first aid signs** (showing direction to evacuation exits or providing information on first-aid or rescue means):

Rectangular or square form, white icon against green background.

Examples of such signs:



Evacuation way, evacuation exit

M5-EN.11.4.4. Fire-fighting equipment and other signs

Features of **directive signs** indicating the location of fire-fighting equipment:

Rectangular or square form, white icon against red background.

Examples of such signs:



Fire and rescue emergency telephone



Fire extinguisher

Fire signal – fixed acoustic signal produced and transmitted by a certain device without using or imitating human voice.

Verbal announcement – a fixed message delivered verbally using or imitating human voice.

Hand signals – fixed movement and/or position of arms and/or hands giving instructions to employees who perform manoeuvring actions involving risk or hazard.

Hazardous places (e.g. places where people slip, fall, stumble etc.) in working environment shall be marked with appropriate safety and health signs and labels. Roads and walkways shall be marked as well. Hazardous zones are marked by this sign:

