

## Safety and Health Practices in Establishments: 2008 (First of a series on Industrial Relations Practices)

The Bureau of Labor and Employment Statistics (BLES) in coordination with the DOLE Regional Offices conducted the 2007/2008 BLES Integrated Survey (BITS) covering 6,460 non-agricultural sample establishments employing 20 or more workers nationwide. The main objective of the survey is to generate integrated data sets on employment of specific group of workers, occupational shortages and surpluses, safety and health practices, occupational injuries and diseases and labor cost of employees.

This report focuses on the results of the survey on safety and health practices adopted/implemented by establishments. It provides information on the safety and health of persons at work, as well as on the protection provided for other individuals against risk to their safety and health in connection with or as affected by activities of persons at work.

### Overview

The Philippine Labor Code provides for occupational safety and health (OSH) standards which set mandatory rules and standards to enforce, eliminate or reduce health hazards in the workplace and promote the welfare and well-being of workers. Such standards aim to provide at least the minimum acceptable degree of protection that must be afforded to every worker in relation to the working conditions, dangers of injury, sickness or death that may arise by reason of his or her occupation.

The implementation of these standards on safety and health in workplaces can be in the form of required facilities, programs/ services for the benefit of the workers; preventive and control measures on safety and health; related trainings and seminars; and maintenance of related records on safety and health of workers.

### Survey Highlights

Based on the survey, the following practices were implemented in establishments to increase safety and keep workers healthy in their workplaces:

### ... in terms of facilities available/ provided

Majority of non-agricultural establishments employing 20 or more workers provided clean and hygienic comfort rooms to their workers; and available water tanks and functioning fire extinguishers within reach (95.8%, each). Below were some of the other facilities available in some establishments. (Table 1)

Adequate supply of safe drinking water	95.5%
Adequate space that allow sufficient movement	95.0%
Adequate lighting in work areas	94.8%
Proper ventilation in work areas	94.0%
Adequate aisles/passageways	92.2%
Well-maintained office building	92.0%
Separate toilets for men and women	90.0%

Several reasons were cited by establishments for the non-provision of some facilities. More than half of the establishments claimed that the safety and health facilities were not needed (55.3%) while some mentioned that these were not applicable or unsuitable in their work areas (46.2%); not required by law (24.1%) and too costly (20.1%).

**... in terms of occupational health programs/services implemented**

Relative to the maintenance of safety and health conditions at the workplaces, the top 5 programs/services implemented in establishments were the following:

Availability of first-aid kits	89.3%
Regular conduct of inspection and maintenance of equipment	86.6%
Regular monitoring of hazards such as fumes, dust, noise and heat level in work areas	74.6%
Accident prevention program	66.5%
Drug-Free workplace policy/program	65.4%

**... in terms of preventive and control measures implemented**

As a measure to prevent and control accidents or any hazards in their workplaces, about 9 out of every 10 or a total of 21,961 establishments provided portable built-in fire extinguishers. Some establishments conducted regular maintenance of mechanical and electrical facilities (88.2%). Other preventive and control measures popular among establishments were as follows:

Proper posting of safety signages	86.6%
Proper operational procedures in doing the job	81.6%
Security measures to reduce exposure to physical danger or violence	70.2%
Proper storage and labels for chemicals, pesticides and hazardous materials	69.1%
Emergency/evacuation plan	67.4%
Availability of safety manuals, labels or maintenance procedures	66.4%

**... in terms of occupational safety and health trainings/seminars provided**

Nearly three-fourths of total establishments provided trainings/seminars on safety and health to their employees for the last 2 years. OSH

trainings conducted included the following:

First aid	72.6%
Safe work procedures	65.9%
Safety drills (e.g. fire, earthquake, etc.)	62.4%
Safety management	58.5%
Good housekeeping (e.g., 5S+1)	58.0%

About one-third of the establishments reported they availed of the assistance of the following agencies in the conduct of some OSH trainings:

DOLE-Regional Offices	31.2%
Occupational Safety and Health Center	25.6%
NGOs/ Universities/Academic Institutions	25.5%
DOLE Accredited Safety Training and Consultancy Organizations (e.g., Safety Organization of the Philippines, Inc. - SOPI)	22.2%

**... in terms of overall implementation/monitoring of safety and health practices**

Four out of every 9 establishments (44.5%) identified the managing proprietor and owner as the overall implementer of safety and health practices.

Other persons responsible were human resource managers (42.9%), productions/operations manager (34.3%), general managers (40.9%), health professionals (21.7%) and health and safety committees/officers (20.1%). Very few had industrial hygienists (0.7%) as the overall facilitator of safety and health practices in establishments.

Managing Proprietor/Owner	44.5%
Human Resource Manager	42.9%
General Manager	40.9%
Production/Operations Manager	34.3%
Health Professionals	21.7%
Health and Safety Committees/Officers	20.1%
Pollution Control Officer	10.8%
Labor Management Committee	4.6%
Health Associate Professionals	4.1%
Industrial Relations Manager	2.1%
Industrial Hygienist	0.7%

**... in terms of health personnel who administered medical services to employees**

Majority of the establishments relied on the services of the nearest medical clinic/hospital (64.5%). Around 2 out of every 5 establishments got trained first-aiders (38.1%) in their workplaces. Others had in-house physicians (28.2%) and registered nurses (26.6%) to administer medical services. Only a few had dentists (12.9%) to provide the dental services.

Nearest Clinic/Hospital	64.5%
Trained First-Aider	38.1%
Physician	28.2%
Registered Nurse	26.6%
Dentist	12.9%

**... in terms of maintenance of occupational safety and health records**

Work-related injuries, illnesses, health diseases and incidence are the occupational safety and health records required from establishments. However, less than half of establishments have records of Employees Work Accident/Illness Report (44.0%), Annual Medical Reports (39.4%), Annual Work Accident/Illness Exposure Data (18.4%) and Minutes of Meeting of Health and Safety Committee (14.6%).

Employees Work Accident/Illness Report	44.0%
Annual Medical Report	39.4%
Annual Work Accident/Illness Exposure Data	18.4%
Minutes of Meeting of Health and Safety Committee	14.6%

**... in terms of method used in communicating safety and health practices**

Three out of every 4 establishments agreed that general assemblies/meetings were the most

effective way of communicating safety and health practices to employees. Other establishments also made use of posters in conspicuous places (36.2%); newsletter/staff bulletin (29.0%); conduct of drills (28.7%); daily "walk through" the establishment by senior management officials (21.8%); and least Labor Management Cooperation/Council meetings (7.4%). (Table 2)

**... in terms of frequency of management consultation on occupational safety and health matters**

Less than half (46.0%) of the total establishments reported that management "always" consulted with employee representative/s or union officers on occupational health and safety matters. Almost 3 out of every 7 establishments claimed that consultations were conducted "sometimes". A handful (1.8%) admitted they "never" had any consultation at all.

**... in terms of international standards certification held**

Survey results showed that only 1 out of every 10 establishments (4,738 or 9.8%) had certifications from the International Organization for Standardization (ISO). Below are the percentage shares of ISO certified establishments with their corresponding certifications.

<b>ISO 9001-2000</b> (Quality Management System)	9.8%
<b>ISO 14001</b> (Environmental Management Standard)	3.2%
<b>OHSAS 18001</b> (Occupational Health and Safety Management Standard)	2.5%
<b>ISO 22000</b> (Food Safety Management System)	1.8%
<b>ISO 27001/27002</b> (Information Security Management)	0.5%
<b>ISO 12006</b> (Building Construction)	0.2%
<b>SA 8000</b> (Social Accountability Standard)	0.2%

**FOR INQUIRIES:**

Regarding this report contact **LABOR RELATIONS STATISTICS DIVISION at 527-3000 local 319**  
 Regarding other statistics and technical services contact **BLES DATABANK at 527-3000 local 317**  
 Or Write to BLES c/o **Databank, 3/F DOLE Bldg. Gen. Luna St., Intramuros, Manila, 1002**  
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**TABLE 1 - Number and Percent Share of Non-Agricultural Establishments Employing 20 or More Workers by Facilities Available/Provided, Philippines: June 2008**

<b>FACILITIES AVAILABLE/PROVIDED</b>	<b>Number</b>	<b>Percent Share</b>
<b>Total Establishments</b>	<b>24,457</b>	<b>100.0</b>
Access to clean and hygienic comfort rooms	23,424	95.8
Availability of water tank and functioning fire extinguishers within reach	23,418	95.8
Adequate supply of safe drinking water	23,367	95.5
Adequate space that allow sufficient freedom of movement to perform duties	23,230	95.0
Adequate lighting (in work areas, aisles, passageways) including emergency lights	23,184	94.8
Proper ventilation in work areas	22,980	94.0
Adequate aisles/passageways	22,546	92.2
Well-maintained office building (regular upkeep and repairs are done)	22,502	92.0
Separate toilets for men and women	22,011	90.0
Adequate exhaust system	21,157	86.5
Unobstructed fire exits at the workplace	20,015	81.8
Parking space for employee's vehicle	19,707	80.6
Proper waste (includes chemicals, pesticides and hazardous materials) disposal system	19,436	79.5
Pantry (small room used as eating area of employees)	18,073	73.9
Comfortable rest area for workers	17,718	72.4
Washing facilities and facilities for changing/storing working clothes	17,550	71.8
Ergonomically designed seats/tools/machines (to prevent musculoskeletal disorders and related injuries)	15,919	65.1
Designated smoking area/s	14,384	58.8
Clean canteen for employees	13,269	54.3
Separate locker rooms for men and women	12,010	49.1
Medical/dental clinic or treatment room	11,059	45.2
Sports/recreational facilities	9,372	38.3
Pipe-in music at the workplace	8,666	35.4
Facilities for persons with disabilities	6,420	26.3
Elevator for buildings with at least four floors	5,593	22.9

*Note: Details may not add to totals due to multiple responses.*

*Source of data: Bureau of Labor and Employment Statistics, 2007/2008 BLES Integrated Survey.*

**TABLE 2 - Number and Percent Share of Non-Agricultural Establishments Employing 20 or More Workers by Method Used in Communicating Safety and Health in the Workplace, Philippines: June 2008**

<b>METHOD USED</b>	<b>Number</b>	<b>Percent Share</b>
<b>Total Establishments</b>	<b>24,457</b>	<b>100.0</b>
General Assembly/Meetings	18,038	73.8
Posters in conspicuous places	8,855	36.2
Conduct of Drills	7,027	28.7
Daily "Walk-Through" the establishment by senior officials	5,322	21.8
Labor Management Cooperation/Council meetings	1,805	7.4
Quality circles/Productivity improvement group meetings	2,590	10.6
Newsletter/Staff bulletin	7,085	29.0
Others	1,483	6.1

*Note: Details may not add to totals due to multiple responses.*

*Source of data: Bureau of Labor and Employment Statistics, 2007/2008 BLES Integrated Survey.*