

Apply Health & Safety Measures in Your Municipality



By implementing H&S training, the Municipality and Public Utility can make savings and revenues.

The challenge

Waste management is considered to be a service sector highly susceptible to occupational hazards, workplace-related health issues and injuries. According to some estimations, absence from work due to workplace injuries and health issues in waste management, is more than 7 times higher than in the general workforce.

In the countries of Western Balkans, it is common practice to engage low-skilled workers in the waste management sector. This specific type of profession, which is faced with high occupational health risk, requires proper education and training. In the Western Balkans region, occupational health and safety is regulated by legal frameworks according to the EU standards.

The main issue for utility companies providing waste management services in the region is their compliance with the prescribed legal norms due to their lack of human and financial capacities and poor awareness and knowledge of these issues. Such a situation affects the quality of services provided and can have serious negative socio-economic and environmental impacts at the local level.

The possible solution – how to overcome the challenge?

Waste management companies that provide Health and Safety (H&S) training to their workers ensure improved and safer working conditions. Professional education increases workforce efficiency, decreases the company's operational costs and brings a number of socio-environmental benefits to local communities.

The Project has therefore developed a **methodology** for Local Governments and their Public Utility Companies to contribute to better working conditions and H&S of employees in the waste management service delivery. *This methodology can be implemented either by Local Governments and their Public Utility Companies, if sufficient internal expertise is present, or by outsourcing external advisory services for methodology implementation.*

Benefits

Health and Safety training:

- Reduced number of injuries and sick leaves
- Reduced spending on medical treatment and financial compensation for health and safety issues
- Improved company management and better harmonisation with legal acts concerning H&S issues
- Greater satisfaction and better performance and efficiency of employees

Facts and figures obtained throughout the piloting of the methodology

PUC Regional Landfill “EKO–DEP”, Bijeljina, Republic of Srpska, BiH

- **13 employees are able to properly apply H&S procedures** at the regional landfill, because of the knowledge they gained during the comprehensive training
- **All employees are equipped with necessary safety clothing and equipment**
- **No employee injuries and sick leave recorded** within 6 months of process introduction, compared to the same period of the previous year
- **13,050 EUR direct savings as a result of reduced injuries and sick leaves** within the first 6 months of process introduction, compared with the same period of the previous year
- **16,653 EUR of additional savings** resulting from compliance with the legislation on compulsory H&S training and avoiding potential penalties

What should be done in your Municipality and Utility Company?

THE STEPS FOR INTRODUCTION OF HEALTH & SAFETY CAPACITY DEVELOPMENT MEASURES

STEP 1. PREPARATORY ACTIVITIES

1.1. Meeting with the municipal administration and Public Utility Company	Decision-makers and technical teams understand the advisory process, steps and activities to be taken.
1.2. Establishment of a Working Group	A Municipal Working Group is in place. The Group will organise the process, monitor the implementation and report on the results.
1.3. Development of an Action Plan	The Action Plan will define objectives, activities, monitoring indicators, responsibilities, budget, timeframe and coordination between different stakeholders.

STEP 2. DATA COLLECTION AND DEVELOPMENT OF THE BASELINE

2.1. Job systematisation and procedures review
2.2. Review of injury recordings in the past
2.3. Performance appraisal
2.4. H&S equipment inventory

STEP 3. UPDATE OF INTERNAL H&S PROCEDURES

3.1. Analysis of current H&S procedures
3.2. Preparation of a document with recommendations on the improvement of existing or introduction of new H&S procedures in the company
3.3. Update of the internal H&S procedures The company's legal advisor in collaboration with the H&S advisors should perform it

STEP 4. H&S CAPACITY DEVELOPMENT MEASURES

4.1. Development of a training curriculum
4.2. Delivery of H&S training

STEP 5. PROVISION OF H&S EQUIPMENT

5.1. Identification of the necessary safety equipment in compliance with the specific job position and procedures
5.2. Preparation of a Specification with cost estimates for S&H equipment purchase
5.3. Purchase of S&H equipment

STEP 6. FINALISATION PHASE (IMPLEMENTATION AND EVALUATION OF RESULTS)

6.1. Evaluation of implemented activities performed
6.2. Evaluation of benefits achieved/development of a model for financial benefits calculation
6.3. Evaluation and assessment of project sustainability
6.4. Provision of a follow-up plan for the municipality

The Methodology for Local Governments and their Public Utility Companies (Terms of Reference) for Health & Safety Capacity Development Measures is available at NALAS website www.nalas.eu and SeSWA website.

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