

**ZAMBIA INSTITUTE OF HUMAN RESOURCES
MANAGEMENT -AGM 2023**

**OCCUPATIONAL HEALTH & SAFETY
INSTITUTE PRESENTATION
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Introduction of Occupational Health & Safety Institute (brief background).

Occupational Health & Safety Act # 36 of 2010

The Act established the Occupational Health & Safety Institute. The organization has been in existence since 1945, Over the years it has evolved and has had names like Pneumoconiosis Bureau, Occupational Health & Safety Research Bureau.

The Institutes Head offices are based in Kitwe. They are currently two sub bureaus in Lusaka and Solwezi with more branches planned for other provinces in the future.

Mandate ,Functions of OHSI in relation to industries

- ▶ Develop and implement programs to provide incentives for employers to implement measures to eliminate or reduce risks to health or safety or to improve occupational hygiene, occupational health and safety;
- ▶ Investigate and detect occupational diseases and injuries at workplaces;
- ▶ Conduct medical examinations for occupational health and safety purposes catering for all industries including agriculture and construction;
- ▶ Provide an occupational laboratory service;
- ▶ Promote studies and carry out investigations and research on occupational health and safety;
- ▶ Prepare and maintain statistics on employees morbidity and mortality;
- ▶ Conduct and encourage awareness educational programmes relating to the promotion of occupational health and safety; and Occupational Health and Safety [No. 36 of 2010 527 Application Establishment of Institute Seal of Institute Functions of Institute:
- ▶ Carry out such other functions as are necessary

Roles, Responsibilities of Employers, Employees as enshrined in the OSH Act

- ▶ Ensure, so far as is reasonably practicable, the health, safety and welfare of the employees of the employer at a workplace;
- ▶ Place and maintain an employee in an OCCUPATIONAL ENVIRONMENT adapted to the employee's physical, physiological and psychological ability.
- ▶ Provide plant, offices and systems of work that are, so far as is reasonably practicable, safe and without any risks to human health and maintain them in that condition;
- ▶ Ensure, so far as is reasonably practicable, that articles, devices, items and substances provided for the use of the employees at a workplace are used, handled, stored and transported in a manner that is safe and without any risk to the health and safety of the employees at the workplace;
- ▶ Provide such information, instruction, training and supervision as is necessary to ensure, so far as is reasonably practicable, the health and safety of the employees at their workplace;
- ▶ So far as is reasonably practicable, maintain a workplace under the employer's control, in a condition that is safe and without any risk to the health and safety of employees at their workplace;
- ▶ So far as is reasonably practicable, provide and maintain the means of access to, or exit from, a workplace that are safe and without any risk to the health and safety of the employees using it;
- ▶ Provide and maintain a working environment for the employees that is, so far as is reasonably practicable, safe and without any risks to their health and safety, and which is adequate as regards facilities and arrangements for their welfare at the workplace;
- ▶ Inform and consult a health and safety representative

- Where an authorised officer visits the workplace, and give the health and safety representative an opportunity to meet the authorised officer; 532 No. 36 of 2010 Occupational Health and Safety Duties
- Provide for measures to deal with emergencies and accidents, including adequate first-aid arrangements;
- Provide at the employer's expense all appropriate protective clothing or equipment to be used in the workplace by employees, who in the course of employment, are likely to be exposed to the risk of bodily injuries, and adequate instructions in the use of such protective clothing or equipment;
- Provide to, the employees, free of charge, anything which by law is required to be provided to those employees by the employer.
- A person who contravenes subsection (1) or (2) commits an offence and is liable, upon conviction, to a fine not exceeding five hundred thousand penalty units or to imprisonment

Roles, Responsibilities of Employees as enshrined in the OSH Act

An employee shall, at a workplace

- ▶ Take reasonable care for the employee's own health and safety and that of other persons who may be affected by the employee's acts or omissions at the workplace;
- ▶ Not operate or work with any machine or engage in a process which is unsafe or is an imminent risk to the employee's own health or safety and that of others;
- ▶ Cooperate with the employer or any other person in relation to any duty imposed on the employer or that other person, so far as is necessary to enable that duty or requirement to be performed or complied with.
- ▶ Where an employee has reasonable grounds to believe that any item, device, article, plant or substance, condition or aspect of the workplace is, or may be, dangerous to the employees' occupational health or safety at or near the workplace, the employee shall immediately inform the employer, the committee or health and safety representative. Occupational Health and Safety No. 36 of 2010 533 Duties of employees at workplaces
- ▶ A person who contravenes subsection (1) or (2) commits an offence and is liable, upon conviction, to a fine not exceeding three hundred thousand penalty units or to imprisonment for a period not exceeding three years, or to both.
- ▶ An employer shall, so far as is reasonably practicable, conduct the employer's undertaking in such a way that persons who are not employed by that employer and who may be affected by activities at the employer's workplace are not exposed to risks to their health or safety.
- ▶ A self-employed person shall conduct that person's undertaking, so far as is reasonably practicable, in such a way as to ensure that, that person and other persons who are not employed by that person and who may be affected by that person's activities are not exposed to risks to their health or safety

Health & Safety Committees as enshrined in the OSH Act

- ▶ The functions of a health and safety committee are to:
- ▶ promote cooperation between the employer and the employees in achieving and maintaining healthy and safe working conditions;
- ▶ Share information about occupational health, safety and welfare with employees
- ▶ Investigate and resolve any matter that may be a risk to the health and safety of employees at a workplace;
- ▶ Review the measures taken on the health and safety of employees at a workplace;
- ▶ Formulate, review and disseminate to the employees the standards, rules and procedures relating to health and safety to be carried out at the workplace.

Health & Safety Committees

Formulation as enshrined in the OSH Act

The procedure of a health and safety committee;

- ▶ the election, functions and powers of health and safety representatives;
- ▶ Any other matters necessary for the effective performance of functions by the health and safety committees and representatives under this Act. 530 No. 36 of 2010] Occupational Health and Safety Duty of employer to establish health and safety committee Composition of health and safety committee Cap. 269 Functions of health and safety committees section 14.
- ▶ The representatives of the employees on a health and safety committee shall elect from amongst themselves a health and safety representative who shall coordinate health and safety activities at their workplace.
- ▶ Where there are only two representatives of the employees on the health and safety committee, the employees whom they represent shall elect a health and safety representative from the two representatives on the committee.
- ▶ An employer shall display or cause to be displayed in a conspicuous place, the names of the health and safety committee representatives.
- ▶ A health and safety representative who – (a) hinders or obstructs an employer or employee; Intimidates or threatens an employer or employee;
- ▶ Uses or discloses, for any purposes not connected with the exercise of any functions or powers under this Act, information that is acquired from an employer or employee;
- ▶ Performs any functions contrary to the provisions of this Act; commits an offence

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