

**Request for information:  
Worker participation/involvement - Good practice examples**

**Deadline:** Friday 28 January 2011

**Send to:** copsey@osha.europa.eu

**Background**

Promotion of worker participation is one of the key elements of the 2012-13 Better OSH campaign. The EU-OSHA ESENER report (by the risk observatory) provides valuable qualitative information about worker/ worker representative consultation and participation. To complement the risk observatory work, it would be useful to make concrete information available on ways and means of successful participation and analyse the essential components for success.

**Project objectives:**

- To make available practical examples of successful worker/worker representative participation in order to improve information sharing and exchange
  - To show methods of worker participation and how effective worker participation can be achieved
  - To show how improvements in worker participation have improved OSH management and prevention
- To analyse the cases and identify trends, innovations and success factors
- To provide practical information for:
  - worker representatives, safety technicians/safety managers and employers in the workplace
  - intermediary and national organisations, including social partners and OSH organisations, to help them promote and improve worker participation
- To collect examples from a range of member states and types of organisations, and from different levels (workplace, intermediary, national etc.)

**Types of cases we are looking for, in brief**

Cases may include practical examples of:

- prevention of specific risks at the workplace where it can be shown that effective worker/worker representative participation was an important element and how the participation was achieved;
- steps taken by a company to improve worker/ worker representative participation; participatory methods and tools;
- actions by intermediaries to facilitate and promote worker/worker representative participation in companies.

We are looking for examples of both direct participation and workplace representation.

**More details of the types of examples you could send**

The aim is to include a broad range of examples in the report. Examples could include:

- Examples from specific workplaces or companies. This is our top priority and we especially need help in finding such cases.
- Examples of participatory methods and tools
- Examples of the use of participatory methods such as quality circles, working groups, forums...
- Examples encouraging the participation of individual workers in OSH by giving them a voice and listening to them

- Concrete examples of how worker/ worker representatives are involved in risk assessment and planning and implementing solutions, which demonstrate how effective worker participation can be achieved
- Examples of good practices in running safety committees, safety forums, workplace health promotion circles etc.
- Examples of safety reporting systems, helplines, ideas systems etc.
- Examples on company philosophy/practice in involving workers/worker representatives
- Activities by intermediaries that promote employers and workers/worker representatives working better together
- National strategies and actions to include promote or improve worker participation in OSH at the workplace
- Examples of how labour inspectors involve workers during their visits to workplaces
- Examples of guidance on worker participation
- Examples of tools, methods, checklists to assess/promote/improve worker participation
- Examples of methods, checklists to evaluate the effectiveness of worker participation
- Examples of involving trade union representatives/ joint working between employers and trade unions and/or how trade unions involve workers at the workplace

Cases that would be of particular interest include:

- Cases from SMEs or from intermediaries who have worked to improve worker participation in SMEs
- Cases that show how to involve or increase the involvement of the diverse workforce in OSH - involvement of women, young workers, older workers, migrant workers, disabled workers etc. in OSH and OSH decision-making.
- Cases that show how to involve or increase the involvement of, for example, part-time, temporary or agency staff and other 'atypical' workers, those working away from a fixed base – lone workers, drivers

Cases may include:

- existing cases of good practices where participation is an important feature, but has never been described in detail;
- known cases in one member state which are not known in other member states

For innovative examples, it is acceptable to provide cases which are still in the planning stage and not yet fully implemented.

Examples of issues that cases could cover:

- An example of joint training between employers and worker representatives on OSH and working together on OSH
- Worker-centred investigation methods – e.g. (trade union) use of body mapping
- A national OSH authority pilot project in the agricultural sector concerning regional or roving safety representatives
- A national OSH programme to promote worker participation (includes training, seminars, web site, cases..)
- A school which involves teachers, pupils and parents in OSH management
- A construction company that empowers young workers to take responsibilities and engage actively in health and safety e.g. through challenging a colleague or

superior; an open door policy; a confidential helpline; a confidential reporting form, involvement in safety forums

- A company and its trade union that reviewed the way its safety committee was functioning to make it more effective
- How a team involving managers and worker representatives in a manufacturing company was set up and operated to investigate accidents from a machine and propose and implement solutions
- A trade union federation strategy on OSH and gender. They investigated the issues by involving women workers and based their actions on the results. Objectives include supporting their affiliates to take more account of women's OSH issues and also to support them to involve women more.
- A research institute developed a participatory ergonomics method to improve investigation into how jobs are really done and the involvement of workers. This has benefits for avoiding assumptions about who faces what risks in jobs.

### **Contextual information**

- <http://www.worker-participation.eu/>

**Template:** It would help us if you could use the attached template for sending the information.

### **Queries**

If you have any queries please do not hesitate to contact Sarah Copsey: [copsey@osha.europa.eu](mailto:copsey@osha.europa.eu)

### **Deadline**

We would be grateful if you could send us the information by **Friday 28 January 2011** (although if you become aware of any examples after this date we would still be interested to receive information about them) to [copsey@osha.europa.eu](mailto:copsey@osha.europa.eu)

### **Thank you for you support**

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**Template for replies – examples of good practices in worker participation**

- Country
- Name of case
- Organisation(s)
- Contact for further information (contact name\*, organisation\*, email\*, tel. number\*\*, address\*\* (\*=essential, \*\*=desirable))
- URL for further information, if available
- A brief description (for example bullet points of some key features)
- Additional attachments – pdf reports etc - if available

The cases need not be presented in table format, provided the same headings used.

<b>Country</b>	
<b>Title of example</b>	
<b>Organisation(s)</b>	
<b>Contact person: for obtaining further information:</b> -name* -organisation* -email* -tel. No** -address** *=essential, **=desirable	
<b>URL (if available)</b>	
<b>A short description -can be bullet points– of key features, or elements of special interest</b>	

Include any additional available information as attachments

Return to [copsey@osha.europa.eu](mailto:copsey@osha.europa.eu) by Friday 28 January 2011