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FOR ALL**



ILO/Japan
Multi-bilateral
Programme

▶ Occupational safety and health in skills training – Myanmar

Student's handbook





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Student's handbook

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▶ Acronyms

CEDAW United Nations Convention on the Elimination of All Forms of Discrimination Against Women

OSH occupational safety and health

OSHMS occupational safety and health management system

PPE personal protective equipment

TVET technical and vocational education and training

WHO World Health Organization

► Preface

The training package “Occupational safety and health in skills training” is a product of the ILO Safety + Health for All (SHFA) in Myanmar project, aiming to promote a safe and healthy working environment for all workers. The ultimate objective of the project is for workers in Myanmar to be safer and healthier. One of the strategies implemented to reach this goal is to build a preventative safety and health culture in all workplaces through mainstreaming occupational safety and health into education.

The wide coverage of technical and vocational education and training (TVET) and skills training in Myanmar provides a unique opportunity to reach a significant number of workers and future workers. By integrating occupational safety and health (OSH) into training curricula, students will be equipped with knowledge and skills to protect and promote their own and others’ safety and health at work, irrespective of the occupation, position, industry or workplace.

The primary purpose of this package is therefore to support TVET and skills training institutions in Myanmar in the development and integration of OSH modules into curricula commonly applied to all students.

The package was produced by Dr Yuka Ujita, Senior Specialist on Occupational Safety and Health, ILO Decent Work Technical Support Team for East and South-East Asia and the Pacific (DWT-Bangkok), Mr Aung Charm Myae, Programme Officer, ILO-Yangon, Mr Yasuo Ariga, Chief Technical Advisor, ILO/Japan Multi-bi Programme, ILO Regional Office for Asia and the Pacific, Ms Justine Tillier, Programme and Operations Officer, ILO LABADMIN/OSH, with the administrative support from Mr Kyaw Lin, ILO-Yangon, along with technical contributions from DWT-Bangkok specialists.

It is largely based on existing ILO materials including:

- ILO. 2021. *Improving Occupational Safety and Health in Small and Medium-sized Enterprises (Comprising Trainer’s Guide, Participant’s Handbook and PPT Slides)*.
- ILO. 2021. *Reporting, Recording and Notification of Occupational Accidents and Diseases: A Brief Guide for Workers*.

It is hoped that many employers, workers and TVET institutions will find this training package useful in practice.

► How to use the Student’s handbook

The training package “Occupational safety and health in skills training - Myanmar” consists of three documents: Student’s handbook, Trainer’s manual, and PowerPoint presentation. All materials are available in English and Burmese.

Students (participants) are encouraged to use this handbook in combination with other supportive materials. In addition, active participation in the practical exercise and handout quizzes supplied by trainers would be highly recommended for enhanced understanding and application of knowledge.

► Module 1. Workers' rights and entitlements

Introduction

Module 1 provides information about basic workers' rights and entitlements which may have significant impact on safety and health including working hours, leave, collective bargaining, maternity protection, and protection against violence and harassment.

Goal

The main goal of Module 1 is that you can recognize and enjoy your rights and entitlements as a worker.



Know your rights

The Declaration of Philadelphia 1944, which is annexed to and forms an integral part of the original Constitution of 1919, sets the aims and purposes of the International Labour Organization (ILO) and states that:

“All human beings, irrespective of race, creed or sex, have the right to pursue both their material well-being and their spiritual development in conditions of freedom and dignity, of economic security and equal opportunity.”¹

Adopted in 1998 and amended in 2022, the ILO Declaration on Fundamental Principles and Rights at Work obliges all Member States to respect, promote and realize:

- the freedom of association and the effective recognition of the right to collective bargaining;
- the elimination of all forms of forced or compulsory labour;

¹ ILO, [Declaration of Philadelphia](#). ILO Constitution, 1944, Annex, Part II, clause (a).

- ▶ the effective abolition of child labour;
- ▶ the elimination of discrimination in respect of employment and occupation; and
- ▶ a safe and healthy working environment.

Based on these Declarations, as well as on the Preamble of the Constitution of the International Labour Organisation (1919) the following conditions should be ensured:

- ▶ safe and healthy working environment;
- ▶ living wage;
- ▶ regulation of working hours including the establishment of maximums per day and week;
- ▶ extension of social security measures to provide a basic income to all who need such protection and comprehensive medical care;
- ▶ maternity protection provision;
- ▶ recognition of the principle of freedom of association and the right of collective bargaining;
- ▶ elimination of any discrimination; and
- ▶ assurance of equal educational and vocational opportunities.

Myanmar workers’ rights and entitlements

The legal framework about workers’ rights and entitlements in Myanmar is made up of different laws that legislate about specific issues. You will see them mentioned in this chapter.

Specifically, regarding the topic of occupational safety and health (OSH), there are two main laws that regulate it in the work environment: the Factories Act, 1951 (amended in 2016), and the Shops and Establishments Law, 2016.

Let’s see each of the rights and entitlements you have.

1. Safe and healthy working environment

You are entitled to enjoy a safe and healthy working environment. The Factories Act, 1951, set out general obligations relating to the health, safety and welfare of workers in workplaces. The regulated topics include:

- ▶ cleaning, sanitation and ventilation;
- ▶ overcrowding prevention, noise control and lighting specifications;
- ▶ provision of drinking, eating and toilet facilities;
- ▶ safe operation of machinery;
- ▶ fire prevention, management of explosive substances and safety in buildings;
- ▶ first aid;
- ▶ working hours and rest requirements;
- ▶ notification of accidents and diseases;
- ▶ training to health officers, supervisors and workers; and

- ▶ worker obligations, and general offences and penalties.

The Shops and Establishments Law, 2016, also legislates to protect workers' health and safety by requiring the employer to provide safe environmental conditions for employees.



2. Minimum wage

You have to know that:

- ▶ You are entitled to get at least 4,800 Myanmar Kyat (MMK) for an 8-hour working day.
- ▶ Minimum wage is set through tripartite social discussions between employers' and workers' organizations, and government representatives.
- ▶ Wages information including minimum wage is provided by the Minimum Wages Act, 2013.



3. Working hours

With respect to working hours, under the Factories Act, 1951, workers in **factories** are entitled:

- ▶ not to work more than 8 hours per day or 44 hours per week. However, adult workers who perform work that for technical reasons must be continuous throughout the day, may be required to work 48 hours in a week spread over no more than 10 hours a day and with a rest of at least 30 minutes every 5 hours.

In addition, the Shops and Establishments Law, 2016, establishes that those adult workers in **shops or establishments** are entitled:

- ▶ not to work more than 8 hours per day or 48 hours per week unless they give their consent;
- ▶ not to work more than 11 hours a day, even if they consent, and must have a 30-minute break after each 4 hours of work.
- ▶ Overtime is not to exceed 16 hours per week and no work is to be done after midnight.
- ▶ Employer is required to provide all employees at least one day a week as a holiday.



In addition to the laws mentioned, others that legislate on the subject are: Leave and Holidays Act, 1951; Shops and Establishments Rules, 2018; and Leave and Holidays Rules, 2018.



4. Social security measures and medical care

As a worker, permanent or temporary, as well as an apprentice, you are entitled to:

- ▶ be protected in case of sickness, work injury, death, maternity, or paternity leave.

In Myanmar, two laws legislate on this subject: the Social Security Law, 2012, and the Workmen's Compensation Act, 1924.

Under the Social Security Law, 2012, companies with five or more employees must:

- ▶ register their employees at the local social security township office;
- ▶ pay monthly contributions to protect workers in case of sickness, work injury, death, maternity, or paternity leave; and
- ▶ pay compensation to workers for personal injuries and diseases arising from and in the course of work, unless they are caused by misbehavior of the worker (drugs, drink or worker's willful disobedience of the safety rules and orders of the employer).

If a worker who has been injured due to an occupational accident or contacted an occupational disease is not covered under the Social Security Law, 2012, then they are covered by the Workmen's Compensation Act, 1924.



5. Maternity protection

Since 1951, laws in Myanmar (Leave and Holidays Act, 1951, and Factories Act, 1951) have protected pregnant mothers and provided care beyond pregnancy. They establish that:

- ▶ Pregnant mothers are entitled to 14 weeks of maternity leave. This comprises 6 weeks paid prenatal leave and 8 weeks paid postnatal leave. A female worker may take maternity leave and medical leave continuously as long as the requirements for medical leave are met.
- ▶ Pregnant female workers will be assigned only to do light work, without any effect to their original wage, salary and benefits.
- ▶ After seven months of pregnancy, they are not to work overtime or at night.

In addition, the Social Security Law, 2012 establishes that pregnant workers registered are beneficiaries of a social security scheme and are entitled to:

- ▶ free pre-natal examinations and medical care at authorized hospitals and clinics;
- ▶ seven days paid leave for prenatal examinations at permitted hospitals or clinics; and
- ▶ free medical care for her child up to one year after birth.

As of the 2016 amendment of the Factories Act, 1951, factories with more than 100 female workers who are mothers of children under 6 years of age are required to provide:

- ▶ a suitable room or creches for the use of the children of these female workers under 6 years of age;
- ▶ free milk, refreshments, or both for these children; and
- ▶ facilities for the mothers to feed their children at necessary intervals and for changing and washing their children's clothes.

If there are less than 100 female workers with children, the employer may make appropriate arrangements according to his or her ability.



6. Collective bargaining and freedom of association

The process of negotiating a collective contract is called collective bargaining. A collective contract can be negotiated by the labour organization for a group of workers who provide authority to the labour organization to negotiate on their behalf.

Myanmar has ratified the Freedom of Association and Right to Organize Convention, 1948 (No. 87), which protects the right of workers and employers to form organizations representing their interests.

Under current legislation:

- ▶ A group of workers (a labour organization or union) can negotiate with an employer a work collective bargaining agreement on terms and conditions of employment and improved guarantees for workers regarding social protection.
- ▶ Workers are protected from dismissal due to their participation in trade unions.

In addition, Myanmar labour laws provide that:

- ▶ Any worker, who has attained the age prescribed in the existing law to work in any trade or activity, has the right to join as a member in a labour organization as well as to resign from a labour organization according to their own desire.
- ▶ Workers and employers have the right to join or resign from organizations relevant to their profession. The only exceptions are members of the defence service and the police.



Laws that legislate on this matter are: Factories Act, 1951; Labour Organization Law, 2011 (The Pyidaungsu Hluttaw Law No. 7/2011); Settlement of Labour Dispute Law, 2012; Employment and Skills Development Law, 2013, and Standard Employment Contract Template (Notification No. 140/2017).



7. Elimination of discrimination/Gender equality

Gender equality

Regarding women’s rights, in 1997 Myanmar accepted and ratified the United Nations Convention on the Elimination of All Forms of Discrimination Against Women (CEDAW).

Specifically, in terms of occupational safety and health, the Occupational Safety and Health Act, 2019, provides that:

- ▶ The occupational safety and health of female workers will be considered when forming the workplace “Occupational Safety and Health Committee”.

Disabilities

People with disabilities are also protected by the Myanmar Rights of Persons with Disabilities Law, 2015, that establishes:

- ▶ rights across the economic and social life of people with disabilities, including employing people with disabilities to do appropriate work and providing these workers with equal rights for salaries and opportunities, promotion, job security, access to the free vocational education and training based on employability.



8. Assurance of equal educational and vocational opportunities

According to Myanmar legislation:

- ▶ All citizens have the right to be provided with appropriate education.



The primary law concerning technical and vocational education (TVET) in Myanmar is the Agriculture, Technical and Vocational Education Law (enacted in 1974, amended in 1989 and 1991). This law was originally created to sustain the socialist State; however, it was amended in 1989 to adjust to the market economy. Also, the National Education Law, 2014, legislate about this topic.



For more detailed information on the laws that legislate about your rights and entitlements, please see Annex I. Legislation is a living document, so the information should be reviewed and updated regularly.

What can I do when my rights are not respected?

In Myanmar, if workers' fundamental principles and rights at work are not met, you can:

- ▶ speak to the workplace supervisor about the problem; and
- ▶ inform a workers' representative, a union member or report to the Workplace Coordination Committee (WCC). According to the Settlement of Labour Dispute Law, 2012, employers with 30 or more workers must form a WCC.



► Module 2.

Occupational safety and health definitions and concepts

Introduction

You, as a worker, may face safety and health risks due to exposure to hazards in the workplace, ranging from biological, chemical and physical hazards, to psychosocial and ergonomic hazards. As a result, millions of workers lose their lives each year due to occupational accidents and diseases. However, it could be prevented through proper risk control measures and an occupational safety and health (OSH) management system.

Goal

The objective of this module is that you know the definitions of the essential concepts related to your safety and health at work, with the aim of recognizing and protecting your rights to work in a safe and healthy environment.

Essential concepts

Let's see how occupational safety and health concepts are defined:

Occupational safety

"Occupational" refers to issues related to working life. "Safety" is the condition of being free from hurt, injury or loss.

Occupational health

"Health" is defined in the Preamble to the Constitution of the World Health Organization (WHO) as "a state of complete physical, mental and social well-being and not just the absence of disease or infirmity".

"Occupational health" is the branch of medicine that deals with the prevention and treatment of work-related injuries and diseases. It is recognized by the WHO as a discipline closely linked to public health and health systems development.

Occupational safety and health

"Occupational safety and health (OSH)" is the discipline that deals with the prevention of work-related injuries and diseases and the protection and promotion of workers' safety and health. It seeks to improve working conditions and environment, and involves many specialized fields (such as occupational medicine, industrial hygiene, toxicology, education, industrial safety, ergonomics and psychology) and professionals (including occupational health physicians and nurses, industrial hygienists and inspectors).

Safety and health protection and promotion must be addressed in every workplace.

Hazard

A "hazard" is anything with the potential to cause injury or damage to a person's health. The potential for harm is a natural and permanent property of hazards.

Hazards can be found in virtually any workplace and come in many forms, such as chemicals, electricity, noise, heat, work at height, unguarded machines, bacteria, viruses, stressful work, and poor organization of work.

► Safety and health hazards

To better understand hazards and their potential effects, we can classify them as “safety hazards” or “health hazards”.

Safety hazards (something hazardous to your safety) are generally more easily identified than *health hazards* (something harms your health) therefore easier to address. The high level of risk from an unguarded but dangerous machine, such as a die cutting press, and the injury that can result are evident to all whereas health hazards and the resulting risks are often less obvious.

Health problems caused by work can develop unnoticed and, in some cases, may not appear until much later in life.² Early diagnosis and treatment may prevent the problem from worsening, and even save the worker’s life. The effects of repeated and often low-dose exposure to a hazard over weeks, months and years must also be taken into consideration.

► Figure 1. Occupational hazards



Left: Improving occupational safety and health in small and medium-sized enterprises. ILO, 2021.

Right top: An underground mine operator standing by the rig that he controls remotely, away from the noise, heat and dust in the workplace, Sweden, 11/2018. © Marcel Crozet / ILO

Right bottom: A technician working in AIDS test at the laboratory of Kiwohede (Kiota Women’s Health and Development) Center in Dar Es Salaam, United Republic of Tanzania, 10/2003. © Marcel Crozet / ILO

Chemicals, noise, heat, dust and viruses are all examples of occupational hazards.

² The period from exposure to onset of mesothelioma (a cancer caused by exposure, generally occupational, to asbestos) can be long, even spanning decades. (See “Malignant Mesothelioma Mortality – United States, 1999–2015”, in *Morbidity and Mortality Weekly Report* (MMWR), Vol. 66(8), 3 March 2017, pp. 214–218.

The main exposure routes for hazardous substances, that is, how they come into contact with or enter the body, are:

- ▶ inhalation of substances such as gases, asbestos fibres, wood dust and mould, which may enter the body through breathing;
- ▶ dermal uptake of substances such as solvents, which may enter the body through the skin; and
- ▶ accidental ingestion of substances such as hazardous chemicals, which, if stored in an unlabeled bottle, may be swallowed.

▶ Surveillance of workers' health in relation to work

Health surveillance is a measure to detect health outcomes due to exposure to occupational hazards. Occupational health physicians, nurses and other trained workplace health personnel should work actively to promote workers' health and detect and/or treat occupational injuries and diseases. Health surveillance activities include medical visits (pre-assignment, periodic, as needed, upon resumption of work after a long absence for health reasons and after leaving work) and specific testing and instrumental examinations when needed. Employers are responsible for ensuring that workers receive the medical services required by law.

The results of medical examinations and all other medical information and data are strictly confidential and must not be used to discriminate against a worker. They may, however, be made available to workers and their representatives in a collective, anonymous (de-identified) form for informational purposes (for example, type and number of occupational accidents per year). Medical records must be kept in a locked place and protected at all times, including when data are processed or stored on computers or digital media. They must be kept for future reference and workers must have the right to access their own records. Occupational medical records are also valuable for use in study and research.



Emerging OSH risks - Psychosocial hazards

With new technologies (such as extensive digitization), global competitiveness, changes in population and climate and new forms of employment and work (for example, teleworking), it is more important than ever to anticipate new and emerging work-related safety and health hazards.

Work-related stress occurs where the demands of a job do not match the worker's capabilities, resources or needs or where the worker's knowledge or ability to cope do not match the expectations of an enterprise's culture. Some workers (for instance, those who work with the public) may experience greater stress than others. Stress can manifest itself in many ways, from feeling ill in the morning to serious health-related problems such as cardiovascular disease, depression, loss of sleep and even suicide. Workers may also react by adopting unhealthy coping mechanisms such as alcohol and drug abuse, unhealthy diet and insufficient physical activity.

"Violence and harassment in the world of work" means unacceptable behaviour and practices or threats thereof that aim at, result in or are likely to result in physical, psychological, sexual or economic harm, including gender-based violence and harassment. These behaviours and practices affect a person's psychological, physical and sexual health, dignity, and family and social environment.

The ILO recognizes the right of everyone to a world of work free from violence and harassment, which can constitute a human rights violation or abuse and a threat to equal opportunity. Violence and harassment are unacceptable and incompatible with decent work.³ Enterprises must facilitate the prevention of these behaviours and practices by providing a working environment where, with the collaboration of all parties (not only employers, managers and workers, but also contractors, clients and visitors), violence and harassment find no place.

³ ILO: See Article 16 of the [Violence and Harassment Convention](#), 2019 (No. 190).

Risk

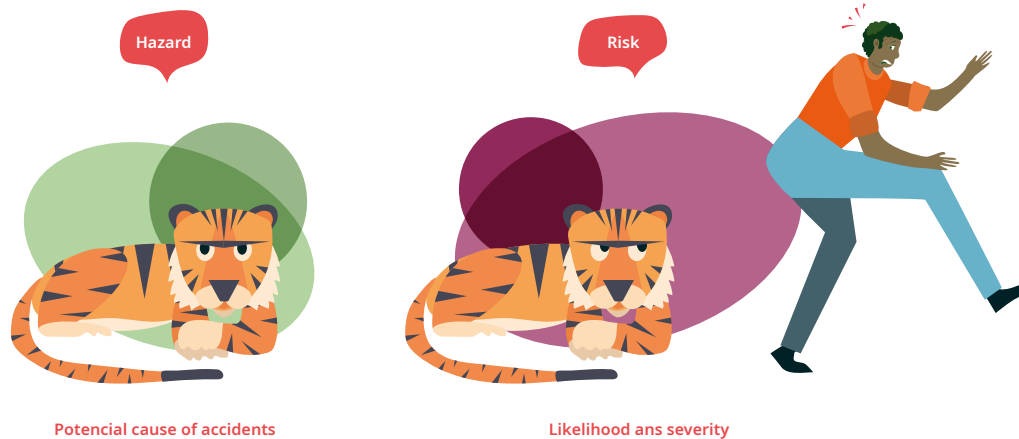
A “risk” is a combination of the likelihood (high or low probability) that a hazard will actually result in injury or illness, together with an indication of how serious the harm could be.

$$\text{Risk} = \text{probability of harm} \times \text{severity of harm}$$

Hazard versus risk

Hazards and risks are different concepts and the difference between them may lead to confusion. It is important to remember that while hazards are linked to a specific substance or process, risks arise from the probability of injury and the severity of the potential consequences. The level of risk varies according to the measures used to control it.

For example, pesticides are toxic and therefore hazardous, and spraying them may present serious health risks to farmers or farmworkers. But where their application is properly controlled, these risks can be reduced to acceptable levels. In other words, the same hazard can present different levels of risk.



Source: *Improving Occupational Safety and Health in Small and Medium-sized Enterprises* (package), ILO, 2021.

Occupational accidents

An “occupational accident” is an occurrence arising out of or in the course of work which results in a fatal or non-fatal injury.

“Commuting accidents” may also be considered occupational accidents.

Occupational diseases

The term “occupational disease” means any disease contracted as a result of exposure to risk factors arising from work activity, such as noise-induced hearing loss, silicosis (a lung disease caused by the inhalation of dust containing free crystalline silica), asthma (from exposure to wood dust or chemicals) and musculoskeletal disorders (caused by repetitive forceful work).

More than 80 per cent of deaths due to exposure to occupational risk factors are attributable to work-related diseases.⁴

⁴ For more information see WHO/ILO *Joint Estimates of the Work-related Burden of Disease and Injury, 2000-2016*.

► Module 3. Risk assessment and control

Introduction

As a worker, you have the right to be protected from potential harm that can be caused by the work activities. A well conducted workplace risk assessment will contribute to the protection of workers by eliminating or minimizing work related hazards and risks. It should also benefit businesses through better organization of working practices potentially increasing productivity.

Goal

The objective of this module is that you have an overview of how to carry out a risk assessment in the workplace, aiming to find and implement, in cooperation with the employer, cost-effective, practical solutions to control risks in your workplace.

Risk assessment definition

The term “risk assessment” means a careful examination of potential work-related causes of injury or ill health. It allows employers to determine whether they have implemented suitable risk control measures, or whether they should do more to reduce risk to an acceptable level for both workers and members of the public. The aim is to ensure that no one is injured or falls ill.

The outcome of a risk assessment should help employers to choose which form of risk control measure is most appropriate. Workers and others (including visitors) have a right to be protected from potential harm caused by an employer’s work activities. Laws may not expect employers to eliminate risk but require them to reduce it as far as reasonably practicable⁵ in order to protect safety and health in the workplace.

Risk assessment should not be a complex procedure since employers and workers know their own workplaces, and it is useful to help them find cost-effective, practical ways to control risks at work. Another advantage is that risk assessment may be applied to any type of risk, including psychosocial risk (workplace stress).

Under Myanmar law, the responsibility to conduct risk assessments lies with employers (who may designate one or more competent persons for this task).

Workers’ collaboration is fundamental since their observations arise from direct experience. They should receive basic training in risk assessment in order to ensure that the relevant concepts and steps are clear to them.

The five steps of risk assessment

A practical method of conducting risk assessments is to follow the five steps listed below:

⁵ See Article 16 of the Occupational Safety and Health Convention, 1981 (No. 155).



A template to facilitate the recording of risk assessments is provided in **Annex II**.

Step 1. Identify hazards and why they are present

A risk assessment begins with *identification of the hazards* in a workplace (not only those arising from work activities, but also factors such as the layout of the premises). The goal of this step is to identify anything that can cause harm to persons at the enterprise. If a hazard is not identified it cannot be controlled, so it is crucial that this step be as comprehensive as possible.

For those who work in a place every day, it is easy to overlook hazards. Here are some tips for identifying the ones that matter. The employer, designated worker or external service should:

- ▶ walk around the workplace and look for anything that could reasonably be expected to cause harm;
- ▶ determine which work activities and processes are the most dangerous/hazardous and where they are located. It may be helpful to make a checklist; in any case, it is important to take notes for use when the written risk assessment is prepared;
- ▶ ask the workers or their representatives about the dangers they encounter in the course of their work and how they think workplace accidents and ill health can be prevented. They may have noticed things that are not immediately obvious to whoever is conducting the risk assessment;
- ▶ learn from previous accidents and work-related ill health, which can often draw attention to less obvious hazards;
- ▶ remember to think about both hazards that present an immediate danger to safety and health, and those that pose a long-term danger to health (for example, high noise levels or exposure to harmful substances);
- ▶ contact any trade association of which he or she is a member since many of them can provide useful guidance;
- ▶ check manufacturers' instructions and data sheets, which they can be very helpful in identifying chemical and equipment hazards and putting them into perspective; and
- ▶ ask co-workers if they can think of any hazard that has not been identified and any worker at a potential risk that may have been missed.

Step 1	Step 2	Step 3		Step 4		
What are the hazards?	Who might be harmed and how?	What are you already doing?	What further action is necessary?	Action by whom	Action by when	Completed
Exposure to wood dust						
Machinery						
Manual handling						

Step 5: Monitor and review the risk assessment and update it when necessary

Step 2. Identify who might be harmed and how

Having identified the hazards, the assessors must identify the persons at risk and determine when, where and how these hazardous agents could harm workers and others.

For each hazard identified in Step 1, they should determine and write down who might be harmed and how. This is important since different hazards may require different control measures. The process involves identifying *groups* of workers (for example, persons working in the repair workshop or cleaning staff) and other persons (for instance, truck drivers, clients and visitors) rather than single individuals who might be exposed and the *illnesses or injuries* that could result (for example, shelf stackers may suffer back injury from repeated lifting of boxes).

It is also essential to assess the different hazardous situations that might arise; for instance, in construction work, passers-by could be harmed by falling objects while their unauthorized presence inside the construction site may present different risks (such as falling into excavated areas and being hit by suspended loads or moving vehicles).

For each identified group, it is necessary to state how they might be harmed (what injury or ill health might result). If the number of persons exposed is known, it should be indicated (in brackets in the table below).

This sample table illustrates Step 2 where the hazard is exposure to wood dust⁶:

Step 1	Step 2	Step 3		Step 4		
What are the hazards?	Who might be harmed and how?	What are you already doing?	What further action is necessary?	Action by whom	Action by when	Done
Exposure to wood dust	All workers (n. 35) are at risk of respiratory diseases, such as asthma, from inhaling wood dust. Machinery operators (n. 15) are at higher risk of exposure. Hardwood dust exposure can cause cancer, particularly of the nasal cavity (nose area).					

Step 5: Monitor and review the risk assessment and update it when necessary

⁶ It should be borne in mind that the sample risk assessment (above) identified three hazards – exposure to wood dust, machinery and manual handling – in Step 1. For each of these hazards, all of the other steps in this risk assessment model must be followed.

Some workers have greater safety and health vulnerabilities such as new or young workers, pregnant or nursing women and persons with disabilities at particular risk. Moreover, even where exposure to hazardous chemicals presents a risk to all workers, it may affect men and women differently not only for biological/reproductive reasons, but also owing to different patterns of exposure to chemicals at home or elsewhere (such as use of solvents for spot cleaning or frequent use of cosmetics) and to the concentration of women in certain economic sectors (agriculture, services and informal work). Pregnant and nursing workers need to be especially protected in order to preserve the health of both mother and child from hazards such as lead and mercury.

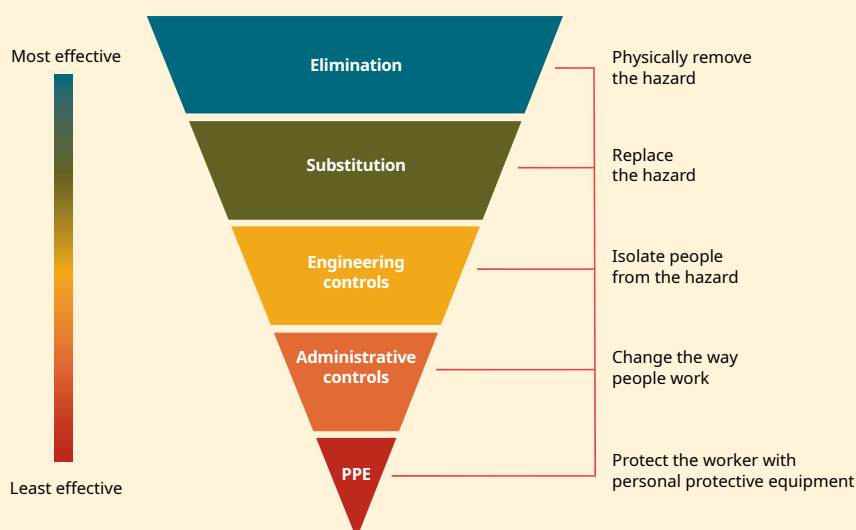
Step 3. Evaluate risks: identify and decide on the safety and health risk control measures

Steps 1 and 2 identified the hazard and the persons at risk. Step 3 assesses *the level of risk* based on the controls currently in place and using the risk matrix. If that level is medium or high, it is unlikely to be acceptable and further controls will be needed in order to reduce it to an acceptable level.

Likelihood	Severity		
	Slightly harmful	Moderately harmful	Very harmful
Low probability	Low risk	Low risk	Medium risk
Probable	Low risk	Medium risk	High risk
Highly probable	Medium risk	High risk	High risk

A logical and effective strategy for reducing the level of risk is the Hierarchy of Controls, which provides guidance to both employers and workers. Its principles are illustrated below. Measures at the top of the triangle are more effective than those at the bottom and should thus be preferred wherever possible.

► Figure 2. Hierarchy of controls



This order of priorities should be followed in controlling risks:

- 1: elimination of hazards;
- 2: substitution of hazards;
- 3: engineering, technology, equipment, tools;
- 4: safe work methods, practices, organization, information and training, hygiene and welfare;
- 5: personal protective equipment (PPE).

The reason for deciding on and implementing these risk control measures in the order in which they are listed in the Hierarchy is to identify and decide on *collective* risk controls that protect the work area and all people there, before considering *individual* risk controls that simply protect the individual who wears or uses them.

As the order or priorities moves towards the bottom of the triangle, the effectiveness and sustainability of the control measures decrease and the degree of participation, supervision, training and surveillance required increases.

The use of PPE, which is widespread in workplaces, should be the last line of defence against hazards and risks as it is the least effective (bottom of the triangle, in red).

The following table shows the risk assessment template with Step 3 completed, indicating the existing and suggested control measures according to the Hierarchy of Controls.

Step 1	Step 2	Step 3		Step 4		
What are the hazards?	Who might be harmed and how?	What are you already doing?	What further action is necessary?	Action by whom	Action by when	Done
Exposure to wood dust	All workers (n. 35) are at risk of respiratory diseases, such as asthma, from inhaling wood dust. Machinery operators (n. 15) are at higher risk of exposure. Hardwood dust exposure can cause cancer, particularly of the nasal cavity (nose area).	<ul style="list-style-type: none"> • Dust is vacuumed regularly. • Good washing facilities and showers are available. • Disposable dust masks are provided and regularly replaced. 	<ul style="list-style-type: none"> • Fit each dust-causing machine with dust extraction equipment (local exhaust ventilation). • Remind staff never to sweep dry wood dust but to use a vacuum cleaner instead. • Ensure that machine operators are properly trained in the use and basic maintenance of dust extraction equipment. 			

Step 5: Monitor and review the risk assessment and update it when necessary

We shall now examine in greater detail each of the control measures listed in the Hierarchy of Controls, together with examples of their practical application at the enterprise level.

Risk control measures

Elimination or substitution of hazards

Common sense suggests that *eliminating (getting rid of) a hazard* is the most effective risk control measure. Eliminating or (when elimination is impossible) substituting the hazard effectively reduces the risk of anyone being exposed, and thus of being seriously harmed, to zero or as near to zero as possible. Examples include:

- ▶ farming organically in order to avoiding using a toxic pesticide;
- ▶ switching to a less toxic pesticide or substituting a pesticide that would normally be sprayed to one applied in granular form;
- ▶ selecting a less risky substance or work process, such as a water - rather than a solvent - based paint;
- ▶ replacing machine tools with intrinsically safer alternatives, for example, using a pneumatic tool instead of an electrical one;
- ▶ substituting asbestos for safer alternatives (of which there are many);
- ▶ replacing a noisy machine with a quieter one; and
- ▶ on tall buildings, redesigning windows so that they can be cleaned from the inside rather than relying on potentially hazardous external access.

Engineering controls

These come in many forms, depending on the hazard, and have the advantage of providing collective protection not only of the individual, but for all in the work area.

For example, in controlling exposure to substances that are hazardous to health, engineering controls may range from small, on-gun solder fume extractors to dust hoods, fume cupboards, glove boxes, spray booths and, finally, large-scale industrial installations.

▶ **Figure 3. Engineering control measures**



These range from simple and inexpensive, such as the circular saw bench guard on the left, to the expensive spray paint booth on the right (which captures paint overspray with a curtain of water).

Source: *Improving occupational safety and health in small and medium-sized enterprises*, ILO, 2021.



The video “Example of machinery guarding and others safety features” shows different types of engineering control.⁷

⁷ To watch the video visit ILO website “Machinery, plant and equipment”.

Administrative controls

Administrative controls may also be introduced in order to reduce exposure to hazards.

Organizing jobs safely is the responsibility of employers and their managers and supervisors in cooperation with the workforce. Not only are risk control measures often simple and easy to put into operation; they also promote business efficiency.

Step 4. Record who is responsible for implementing which control measures and the time frame

In this phase, the safety and health risk control measures selected in Step 3 should be implemented by the employer and responsibility for their implementation assigned, usually to a supervisor or manager or to the enterprise's safety and health committee. A reasonable time frame for implementation should be established and once the control measures are in place, the date should be recorded for future reference since, among other things, it may be requested by inspectors in order to verify compliance with regulations.

To summarize, the following must be clearly established and recorded:

- ▶ The person who will take action at the enterprise⁸; that person's full name and job title should also be recorded in the risk assessment table (for example, Manager: Margaret Chang; Supervisor: Robert Achebe).
- ▶ The target date by which the action will be taken: for instance, 20 December 2020.
- ▶ The date on which the risk control measure was implemented: for instance, 1 November 2020.

Step 1	Step 2	Step 3		Step 4		
		What are you already doing?	What further action is necessary?	Action by whom	Action by when	Done
Exposure to wood dust	All workers (n. 35) are at risk of respiratory diseases, such as asthma, from inhaling wood dust. Machinery operators (n. 15) are at higher risk of exposure. Hardwood dust exposure can cause cancer, particularly of the nasal cavity (nose area).	<ul style="list-style-type: none"> • Dust is vacuumed regularly. • Good washing facilities and showers are available. • Disposable dust masks are provided and regularly replaced. 	<ul style="list-style-type: none"> • Fit each dust-causing machine with dust extraction equipment (local exhaust ventilation). • Remind staff never to sweep dry wood dust but to use a vacuum cleaner instead. • Ensure that machine operators are properly trained in the use and basic maintenance of dust extraction equipment. 	Manager M. Chang Supervisor R. Achebe Manager M. Chang	20 Nov. 2022 1 Oct. 2020 (immediately) 31 Dec. 2020	15 Sep. 2020 1 Oct. 2020 30 Sep. 2020

Step 5: Monitor and review the risk assessment and update it when necessary

⁸ Employers normally assign these tasks to managers or supervisors, who should have adequate OSH knowledge and skills.

Step 5: monitor and review your risk assessment and update when necessary

Each step of the risk assessment and the relevant information must be recorded and readily available to workers, supervisors and OSH inspectors. The sample table provided above can serve this purpose in a simple manner.

In practice, a risk assessment will identify many hazards for action. Some that are common to different types of enterprises are chemical exposure; noise; slips, trips and falls; vehicles electrical problems; and fire. As stated above, risk assessments should be tailored to the needs of each enterprise.

Keeping risk assessments on file shows that all significant hazards have been identified and addressed, taking the number of persons concerned and their vulnerabilities into account, and that the control measures are adequate and the residual risk low. This written record is useful for employers, supervisors, workers and inspectors. It indicates the commitment of everyone at the enterprise to providing a safe and healthy working environment in accordance with the law.

Reviewing and updating the risk assessment

Risk assessments are not one-time activities; they must be reviewed and, if necessary, amended at least annually and more frequently in some cases (for instance, whenever new equipment, substances and/or procedures are introduced).



Garment factory, Yangon (Rangoon), Myanmar, 2023. © ILO

► Module 4. Occupational safety and health management systems (OSHMS)

Introduction

For the protection of workers from hazards and to the elimination of work-related injuries, ill health, diseases, incidents, a systematic approach is required, which includes various management functions such as planning, organizing, implementing, monitoring and evaluating actions in an orderly and continuous manner.

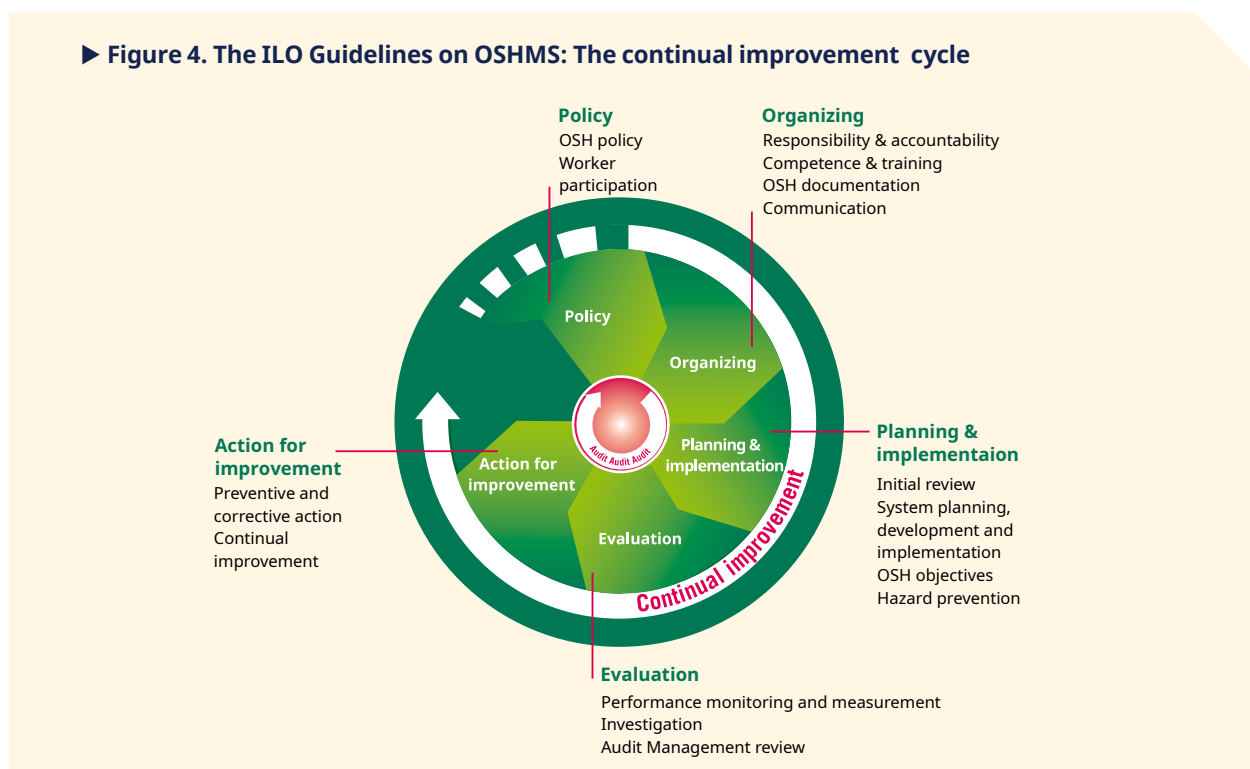
Goal

The objective of this module is for you to know what an occupational safety and health management system (OSHMS) is, how it works and why it is important for a safe and healthy work environment.

What is an OSHMS?

Management systems are often used in decision-making processes both in business and in daily life, for example, during the purchase of equipment, expansion of a business or selection of new furniture. It seeks to provide a logical, stepwise method for assessing and improving performance in the prevention of workplace incidents and accidents through the effective management of hazards and risks in the workplace. It is used to *decide* what needs to be done and how best to do it; *monitor* progress toward the established goals; *evaluate* the steps taken; and *identify* areas for improvement. It can be adapted to changes in the enterprise and to legislative requirements as needed.

OSH, including compliance with national laws and regulations, is the responsibility and duty of the employer,⁹ which should show strong commitment to OSH activities at the enterprise level and make appropriate arrangements for the establishment of an OSHMS. The main elements of this system are illustrated below.



⁹ Workers also have responsibilities, as stated in Article 19(a) of Convention No. 155 "[W]orkers, in the course of performing their work, co-operate in the fulfilment by their employer of the obligations placed upon him".

An OSHMS is a logical toolbox that is flexible and can be tailored to the size and activity of the enterprise and be focused on all hazards and risks associated with such activity. The OSHMS approach ensures that:

- ▶ Prevention and protection measures are implemented efficiently and consistently.
- ▶ Policies are established.
- ▶ Commitments are made.
- ▶ All workplace factors are considered when assessing hazards and risks.
- ▶ Management and workers are involved in the process at their respective levels of responsibility.

The continual improvement cycle

Let’s describe each of the elements that make up the cycle of continual improvement that an OSHMS proposes.

Policy

To ensure acceptance of the OSH policy’s objectives, the employer should establish it through a process of information exchange and discussion with the workers. The policy should be:

- ▶ specific to the [enterprise] and appropriate to its size and the nature of its activities;
- ▶ concise, clearly written, dated and made effective by the signature or endorsement of the employer or the most senior accountable person in the [enterprise];
- ▶ communicated and readily accessible to all persons at their place of work;
- ▶ reviewed for continuing suitability; and
- ▶ made available to relevant external interested parties, as appropriate.¹⁰

It should also include, at a minimum, the following key principles and objectives to which the [enterprise] is committed:

- ▶ protecting the safety and health of all members of the [enterprise] by preventing work-related injuries, ill health, diseases and incidents;
- ▶ complying with relevant OSH national laws and regulations, voluntary programmes, collective agreements on OSH and other requirements to which the [enterprise] subscribes;
- ▶ ensuring that workers and their representatives are consulted and encouraged to participate actively in all elements of the OSH management system; and
- ▶ continually improving the performance of the OSH management system.

A gender-sensitive approach

Recognizing diversity, including gender differences, in the workforce is vital in ensuring the safety and health of both men and women workers. While some progress has been made in this area, the ILO believes that more can and should be done. Gender differences should be considered during the development of OSH policies and prevention strategies.

¹⁰ For more information see ILO: *Guidelines on Occupational Safety and Health Management Systems*, section 3.1: “Occupational safety and health policy”.



Workers' participation and the establishment of a joint safety and health committee

Workers' participation is a central element of the OSHMS. Employers should ensure that workers and their safety and health representatives are consulted, informed and trained in all aspects of OSH, including emergency arrangements, and that they have the time and resources to participate actively in the organization, planning and implementation, evaluation and improvement of the system.



Organizing

Responsibility and accountability: The employer should have overall responsibility for the protection of workers' safety and health, provide leadership for OSH activities and ensure that OSH is a line management responsibility that is known and accepted at all levels.

Competence¹¹ and training: The OSH competence requirements should be defined by the employer and arrangements should be established and maintained to ensure that the relevant persons are competent to fulfil their safety and health responsibilities.

Documentation: OSH documentation should be established, maintained, reviewed and revised as necessary in light of the size of the enterprise and the nature of its activities.

Communication: Arrangements and procedures for receiving, documenting and responding appropriately to internal and external communications related to OSH; ensuring the internal communication of OSH information between relevant levels and functions in the workplace; and ensuring that the concerns, ideas and input of workers and their OSH representatives are received, considered and addressed.

Planning and implementation

Initial review: The OSH management system and arrangements should be evaluated through an initial review in order to provide a baseline for measuring continuous improvement. Where no such system exists, the initial review should serve as a basis for its establishment. The review should be carried out by competent persons in consultation with workers and/or their representatives as appropriate.

System planning, development and implementation: The purpose of planning is to create an OSHMS that supports¹²: at a minimum, compliance with national laws and regulations; the elements of the [enterprises] OSH management system; and continuous improvement in OSH performance.

Occupational safety and health objectives: On the basis of the OSH policy and the initial or subsequent reviews, measurable OSH objectives and requirements specific to the workplace should be established. They should be consistent with national laws and regulations, focused on continuous improvement in workers’ OSH protection, realistic and achievable, documented and communicated to all relevant functions and levels, periodically evaluated and updated as necessary.

Hazard prevention: Hazards and risks to workers’ safety and health should be identified, risk assessments conducted on an ongoing basis and prevention and protection measures implemented following the Hierarchy of Controls (See Module 3). Emergency prevention, preparedness and response arrangements should be established and maintained. These arrangements should identify the potential for accidents and emergency situations, and address the prevention of OSH risks associated with them. The arrangements should be made according to the size and nature of activity of the organization.



Emerging OSH risks - COVID-19

The COVID-19 pandemic has led governments, employers, workers and the general population to face unprecedented challenges related to the virus and the multiple effects it has had on the world of work.

For example, the pressures and risks that healthcare workers have faced during the pandemic have also affected their mental health: one in five healthcare workers globally have reported depression and anxiety symptoms.

While teleworking has been essential in limiting the spread of the virus, maintaining jobs and business continuity and giving workers increased flexibility, it has also blurred the lines between work and private life.

These lessons learned suggested the need to invest in OSH infrastructure and integrate it into overall national crisis emergency preparedness and response plans, so that workers’ safety and health is protected, and the business continuity of enterprises is supported. Also, the importance of social dialogue should be emphasized as the best way to ensure that procedures and protocols are effectively implemented and accepted.

¹¹ The ILO *Guidelines on Occupational Safety and Health Management Systems* define a competent person as “a person with suitable training, and sufficient knowledge, experience and skill, for the performance of the specific work”, p.19.

¹² See ILO: *Guidelines on Occupational Safety and Health Management Systems*, section 3.8: “System Planning, Development and Implementation”.

Evaluation and auditing

Procedures for monitoring, measuring and recording OSH performance on a regular basis should be developed, established and periodically reviewed. Responsibility and authority for monitoring at different levels of the management structure should be allocated and management held accountable.

Auditing is the monitoring of a process by a competent independent person or team. Periodic audits help to determine whether the OSHMS and its elements are in place and whether they are adequate and effective in protecting workers’ safety and health and preventing incidents. They provide a means of measuring the system’s performance over time and propose corrective action and new objectives for further improvement.

Action for improvement

OSH progress indicators should not be limited to those that measure trends in occupational accidents and diseases or the presence and management of hazards and risks at the enterprise. They should also measure aspects of the OSHMS, such as the establishment and performance of the joint safety and health committee (for example, the number of regular meetings and decisions taken), updating of training materials, compliance issues resolved, health promotion programmes, observance of voluntary safety standards, and awareness campaigns.

► Towards continuous improvement in OSH at the national level

ILO Convention No. 187 calls for the promotion and advancing, at all relevant levels, of the right of workers to a safe and healthy working environment [Art. 3(2)]. It requires Member States to promote continuous improvement of OSH to prevent occupational injuries, diseases and deaths, by the development, in consultation with the most representative organizations of employers and workers, of a national policy, national system and national programme.

Preventive and corrective action

Arrangements for preventive and corrective action resulting from OSHMS performance monitoring and measurement, audits and reviews should be established and maintained. Where evaluation shows that prevention and protection measures are inadequate, the work activity should be reassessed and corrective measures taken (following the Hierarchy of Controls), completed and documented in a timely manner.

► Module 5. Recording and notification of occupational accidents and diseases

Introduction

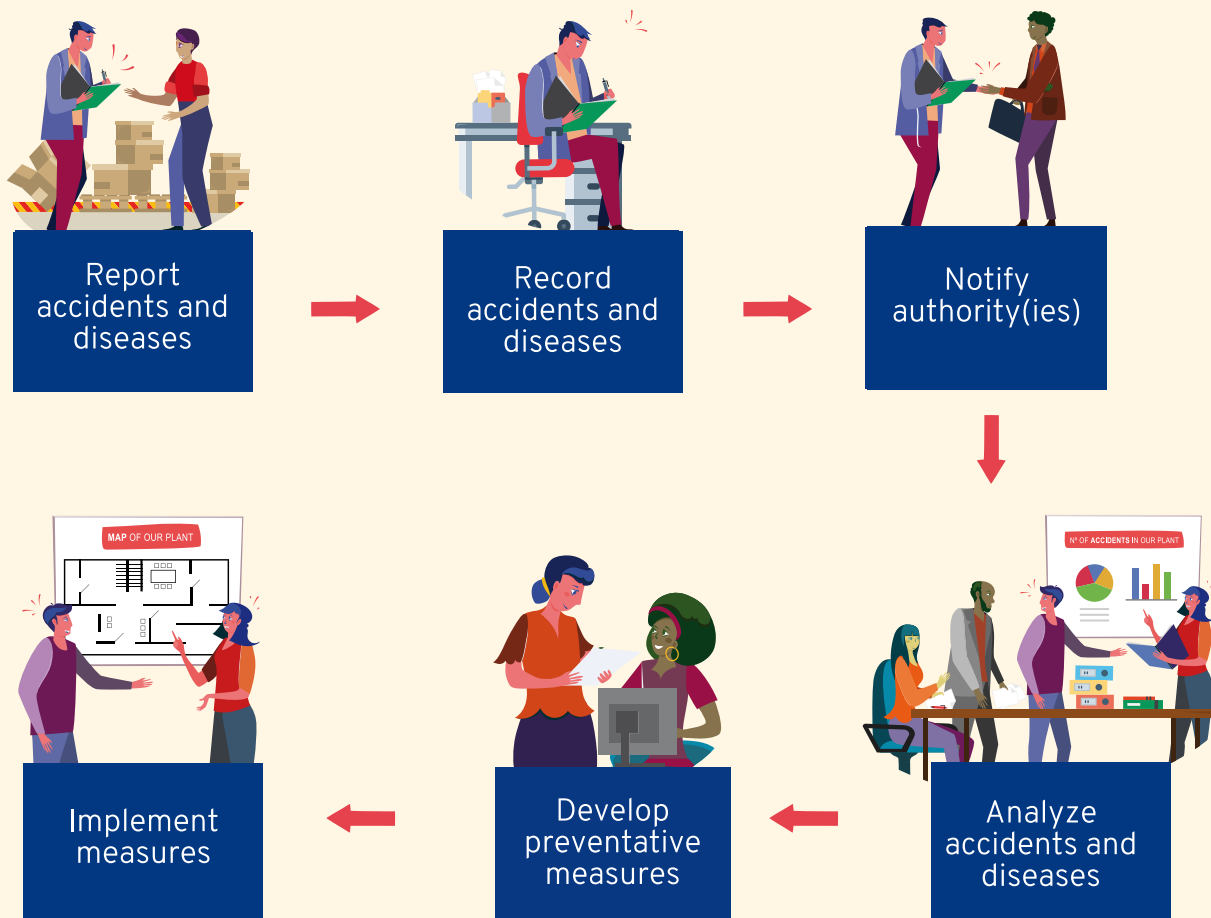
Preventing occupational accidents and diseases can be achieved by implementing preventive measures based on data and information on occupational accidents and diseases, commuting accidents and dangerous occurrences.

While establishing and implementing the system for recording and notification of occupational accidents and diseases at the workplace is the employer’s responsibility, workers have important roles and duties, such as reporting occupational accidents, occupational diseases, commuting accidents and dangerous occurrences to their supervisors and supporting the development and implementation of preventive measures.

Goal

The objective of this module is to assist you, as a worker, better understand your role in the implementation of a recording and notification system at the workplace, and to help you fulfil your responsibilities.

► Figure 5. From reporting to prevention



Source: *Reporting, Recording and Notification of Occupational Accidents and Diseases: A Guide for Workers*, ILO, 2021.

Get informed, involved and take action!

Why should I report accidents and diseases at work?

Reporting ensures that there is a written record of all dangerous occurrences, and of any occupational accident, occupational disease or commuting accident you may have suffered. It provides a useful record of what happened and can help you access medical care and benefits when needed. It is also essential to help your workplace better understand the cause of the dangerous occurrence, accident or disease, and to develop and implement measures to prevent them from happening in the future.

International Labour Standards¹³ and guidelines stipulate that:

- ▶ Workers should comply with the requirements in national laws or regulations to report any occupational accident or injury, case or suspected case of occupational disease, commuting accident and dangerous occurrence.

It is important to remember that a worker should report to his/her immediate supervisor any situation which he/she has reasonable justification to believe presents an imminent and serious danger to his/her life or health.

Is it an obligation under my national law?

In most countries workers are required to report occupational accidents and diseases to their supervisor. Employers are further obliged to record occupational accidents and diseases and notify them to the competent authorities. Obligations can differ from country to country, which is why it is important to familiarize yourself with the legal requirements in your country.



Under current Myanmar law (Workmen’s Compensation Act, 1924, Factories Act, 1951, and Shop & Establishment Law, 2016), the employers are required to notify a specific body of accidents and diseases.

What events does my employer need to record and notify to the competent authority?

Occupational accident:

An occurrence arising out of, or in the course of, work which results in fatal or non-fatal injury.



Occupational disease:

Any disease contracted as a result of an exposure to risk factors arising from work activity.



¹³ Legal instruments, drawn up by the International Labour Organization’s constituents (governments, employers and workers), that set out basic principles and rights at work.

Occupational injury:

Death, any personal injury, or disease resulting from an occupational accident.

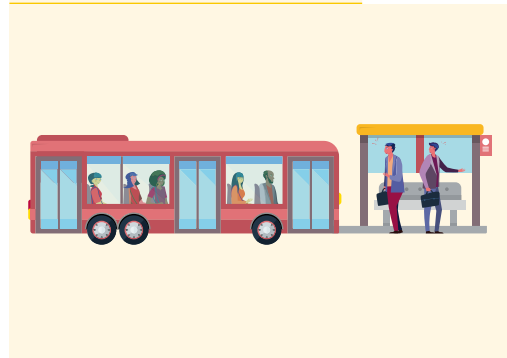
And, as appropriate:

Dangerous occurrence:

Readily identifiable event as defined under national laws and regulations, with potential to cause an injury or disease to persons at work or to the public.

Commuting accident:


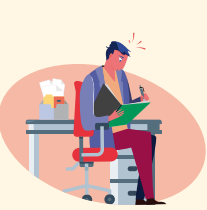


An accident resulting in death or personal injury occurring on the direct way between the place of work and: (i) the worker’s principal or secondary residence; or (ii) the place where the worker usually takes a meal; or (iii) the place where the worker usually receives his or her remuneration.



The above are the key definitions as set out in the [Protocol of 2002 to the Occupational Safety and Health Convention, 1981](#).

Who should do what?

► Figure 6. Reporting, recording and notification: By whom, to whom and about what

	By Whom	To Whom	What events and information
Reporting 	Workers	Immediate supervisor, the competent person, or any other specified person or body	Any occupational accident or injury to health; occupational diseases and suspected cases of occupational diseases; commuting accidents; and dangerous occurrences
Recording 	Employer (member of the workplace safety and health committee or human resources manager, for example), self-employed person	-	Occupational accidents, occupational diseases and, as appropriate, dangerous occurrences, commuting accidents and suspected cases of occupational diseases
Notification 	Employer, self-employed person, Insurance institution	Factories and General Labour Law Inspection Department (FGLLID), and Township Social Security Office.	 According to Myanmar law it is necessary to notify: (a) occupational accidents which cause death or bodily injury that prevent a person from working in the factory for a period of 48 hours or more immediately following the accident; (b) occupational diseases specified in the Workmen’s Compensation Act, 1924; and (c) as appropriate, dangerous occurrences, commuting accidents and suspected cases of occupational diseases that may affect a worker. The notification shall include data on: (a) the enterprise, establishment and employer; (b) if applicable, the injured persons and the nature of the injuries or disease; and (c) the workplace, the circumstances of the accident or the dangerous occurrence and, in the case of an occupational disease, the circumstances of the exposure to health hazards.

What should I do as a worker?

- ▶ Obtain information and training on the reporting system in your workplace from your supervisor, employer, safety and health officer or representative, or workers' organization.
- ▶ Identify the person(s) to whom you should report occupational accidents, injuries and diseases, suspected cases of occupational diseases, commuting accidents and dangerous occurrences. This person is often your immediate supervisor.
- ▶ Understand your reporting duties and familiarize yourself with the reporting form and make sure it is always at hand.
- ▶ In the case of an occupational accident, injury or disease, suspected case of occupational disease, commuting accident or dangerous occurrence, comply with the reporting requirement in your workplace.

I am worried about the negative consequences that reporting might have on my job.

What if I get fired?

ILO standards prohibit an employer from instituting retaliatory or disciplinary measures against a worker for reporting an occupational accident, occupational disease, dangerous occurrence, commuting accident or suspected case of occupational disease. Workers have the right and may be required by national laws and regulations to report occupational accidents and diseases, commuting accidents and dangerous occurrences. Reporting should never have a negative impact on your job and employers should make arrangements to:

- ▶ Prevent retaliatory or disciplinary measures against workers for reporting.
- ▶ Ensure confidentiality of all personal and medical information.

I reported an incident, what happens now?

You are involved in preventing occupational accidents and diseases. Co-operation between management and workers and/or their representatives is essential for the development and implementation of effective preventive measures based on data and information on occupational accidents and diseases, commuting accidents and dangerous occurrences.

Example of workplace reporting form

Information on the event			
Location		Type of event	<input type="checkbox"/> Injury
Date			<input type="checkbox"/> Disease or suspected disease
Time			<input type="checkbox"/> Property damage
Persons involved			<input type="checkbox"/> Dangerous occurrence
Work activity involved			
Event description (in as much details as possible)			
Where there is an injury			
Information of injured person	Name		
	Date of birth		
	Gender		
	Department		
	Job title		
	Date of entry into position		
	Name of the supervisor		
Injury description			
Injured person’s account of the event (description)			
Name(s) of witness(es)			
Witness’s account of the event (description)			
Scene observation			
First aid/medical care			
Name of the person completing the report			
Date of the report			
Worker’s signature		Date	
Supervisor’s signature		Date	

Source: This example is adapted from the *Workplace Safety and Health Guidelines: Investigating Workplace Incidents for SMEs* of the Workplace Safety and Health Council and Ministry of Manpower of Singapore (2013) and from the ILO Participant’s Handbook for *Improving Occupational Safety and Health in Small and Medium-sized Enterprises* (2021).

► Annex I

Myanmar laws

Workmen’s Compensation Act, 1923.

Factories Act, 1951.

Agriculture, Technical and Vocational Education Law, 1974 (as amended in 1991).

Constitution of the Republic of the Union of Myanmar, 2008.

Minimum Wages Act, 2013.

Labour Organization Law, 2011 (The Pyidaungsu Hluttaw Law No. 7/2011).

Settlement of Labour Dispute Law, 2012. (The Pyidaungsu Hluttaw Law No. 5).

Social Security Law, 2012 (Pyidaungsu Hluttaw Law No. 15).

Employment and Skill Development Law, 2013.

National Education Law (Parliamentary Law No. 41, 2014).

Shops and Establishments Law (The Pyidaungsu Hluttaw Law No. 18, 2016).

Occupational Safety and Health Law (Pyidaungsu Hluttaw Law No 8, 2019).

International framework

Key occupational safety and health Conventions

Promotional Framework for Occupational Safety and Health Convention, 2006 (No. 187)

Occupational Safety and Health Convention, 1981 (No. 155)

Protocol of 2002 to the Occupational Safety and Health Convention, 1981

Occupational Safety and Health Recommendation, 1981 (No. 164)

Occupational Health Services Convention, 1985 (No. 161)

Occupational Health Services Recommendation, 1985 (No. 171)

Promotional Framework for Occupational Safety and Health Recommendation, 2006 (No. 197)

Protection of Workers’ Health Recommendation, 1953 (No. 97)

Welfare Facilities Recommendation, 1956 (No. 102)

List of Occupational Diseases Recommendation, 2002 (No. 194)

To date, Myanmar has not ratified any of the above Conventions, but has ratified Conventions connected to workers compensation for occupational injuries and diseases.

Myanmar has also ratified:

- United Nations Convention on the Elimination of All Forms of Discrimination Against Women (CEDAW) and
- Freedom of Association and Right to Organize Convention, 1948 (No. 87).

► Annex II. Risk assessment template

► Risk assessment

Work Activity: Date of risk assessment:

What are the hazards?	Who might be harmed and how?	What are the current control measures?	What is the residual risk?	Do you need to do anything else to control this risk?	Action by who?	Action by when?	Done

► Useful links

ILO Constitution

ILO Declaration on Fundamental Principles and Rights at Work

---. 1996. *Recording and Notification of Occupational Accidents and Diseases*. An ILO code of practice.

---. 2001. *Guidelines on Occupational Safety and Health Management Systems ILO-OSH 2001*.

---. 2019. *Improving OSH for Young Workers: A Self-Training Package*.

---. 2021. *Improving occupational safety and health in small and medium-sized enterprises: Participant Handbook*.

---. 2021. *Reporting, Recording and Notification of Occupational Accidents and Diseases: A Brief Guide for Workers*.

---. 2021. *Reporting, Recording, and Notification of Occupational Accidents and Diseases: A Brief Guide for Employers and Managers*.

Occupational Safety and Health Convention, 1981 (No. 155).

Promotional Framework for Occupational Safety and Health Convention, 2006 (No. 187).

Protocol of 2002 to the Occupational Safety and Health Convention, 1981.

Singapore, Workplace Safety and Health Council, and Ministry of Manpower. 2013. *Workplace Safety and Health Guidelines: Investigating Workplace Incidents for SME*.



Occupational safety and health in skills training – Myanmar: Student’s handbook

The training package “Occupational safety and health in skills training - Myanmar” is a product of the ILO Safety + Health for All (SHFA) in Myanmar project, aiming to promote a safe and healthy working environment for all workers. The ultimate objective of the project is for workers in Myanmar to be safer and healthier. One of the strategies implemented to reach this goal is to build a preventative safety and health culture in all workplaces through mainstreaming occupational safety and health into education.

The wide coverage of technical and vocational education and training (TVET) and skills training in Myanmar provides a unique opportunity to reach a significant number of workers and future workers. By integrating occupational safety and health (OSH) into training curricula, students will be equipped with knowledge and skills to protect and promote their own and others’ safety and health at work, irrespective of the occupation, position, industry or workplace.

The primary purpose of this package is to support TVET and skills training institutions in Myanmar in the development and integration of OSH modules into curricula commonly applied to all students.