



A COMMON TRAINING MODEL FOR OCCUPATIONAL SAFETY ORIENTATION

1. Case metadata

▪ ***Country/ies of origin:***

Finland

▪ ***Year of publication by agency:***

N/A

▪ ***Sector:***

MANUFACTURING (C)

Manufacture of basic metals (24)

Manufacture of fabricated metal products, except machinery and equipment (25)

Manufacture of electrical equipment (27)

Manufacture of electric motors, generators, transformers and electricity distribution and control apparatus (27.1)

CONSTRUCTION (F)

Civil engineering (42)

ELECTRICITY, GAS, STEAM AND AIR CONDITIONING SUPPLY (D)

Electric power generation, transmission and distribution (35.1)

▪ ***Keywords:***

safety training, safety management, maintenance work, occupational safety orientation in the shared workplace,

EU-OSHA Thesaurus: Sub-contracts (00201D), Education, OSH information, OSH training (09161B), Accident prevention (18081D), Integration of OSH management system (19161D), Reporting systems (19441D), Safety culture (19961D), Maintenance (21401C), Good Practice (24361C), Case studies (24401C), Insurance companies (27481D)

2. Organisations involved

The Centre for Occupational Safety TTK

Enterprises:

UPM-Kymmene Oyj

Ruukki Oyj

ABB Oy

3. Description of the case

3.1. Introduction

Maintenance is one of the most subcontracted activities in the industry. The subcontracting of maintenance can mean that many subcontracting companies are operating simultaneously on a single site. Many accidents are related to subcontracting. There are notable differences between various client and supplier companies in terms of the standard of occupational safety practices and know-how, especially in the shared workplace. As a result, the rate of accidents and sick leave, especially in maintenance work, is high.

UPM-Kymmene Oyj — the pulp, paper and timber manufacturer, and Ruukki Oyj, a company manufacturing and supplying metal-based components and systems to the construction and engineering industries, are two significant Finnish client companies. ABB Oy is a large maintenance industry supplier company in Finland as well as a subcontractor of both of these client companies. ABB Oy, in turn, also procures services from its own suppliers in the SME sector.

The idea of creating an occupational safety card was born in 1977. Construction personnel employed by outside contractors had to participate, over and over again, in the same work safety training, before being allowed onto the construction site. A large number of companies in the Oulu and Lappi regions, together with the University of Oulu and certain insurance companies, decided to solve the problem by creating a regional occupational safety card training programme for companies in northern Finland. Since several of the companies were active in the country as a whole, the decision was taken, in 2001, to extend the scheme and to develop a common national Occupational Safety Card training system. In 2002, the labour market organisations concluded an agreement on the occupational safety card system and the following year some 27000 people completed the training course. The Occupational Safety Card system is based on voluntary participation by the private companies concerned.

3.2. Aims

To ensure that all representatives of both client (UPM-Kymmene Oyj and Ruukki Oyj) and supplier companies (ABB Oy) working in the shared workplace had the same basic knowledge about occupational safety and health practices. To develop and implement, a consistent training model for occupational safety orientation in the shared workplace (Occupational Safety Card training model).

3.3. What was done, and how?

The duration of Occupational Safety Card training is eight hours. The objectives of the training include:

- enhancing practical collaboration between employers and contractors in shared workplaces;
- supporting job introduction in shared workplaces;
- providing basic information on occupational safety and health;
- reducing overlapping training provided by different employers;
- arousing interest and motivation for the occupational safety skills of the company's own personnel, as well;
- seeking to decrease workplace accidents and hazards.

A person who has passed the Occupational Safety Card training has:

- basic knowledge about the cooperation and general hazards of the shared workplace;
- knowledge about the central principles and good practices of occupational safety;
- basic preparedness to adopt also workplace and job specific orientation.

The course is held by a course leader, who has been qualified by specific trainer training. The quality of the training is monitored to ensure united practice and quality. The persons who pass the course



are granted an Occupational Safety Card, valid for five years. The renewal of the card requires at least four hours of further training.

The Occupational Safety Card operations are supervised and monitored by the Occupational Safety Card committee, assigned by the board of the Centre for Occupational Safety TTK with representatives from workplaces, labour market organisations and the insurance sector. The Centre for Occupational Safety TTK is an organisation responsible for training and dissemination of OSH information in Finland. The main funding for the TTK activities comes from the accident insurance costs paid by employers, channelled through the Finnish Work Environment Fund. The activities of the Centre are based on the agreements and regulations concluded by the Finnish Labour Market Organisations. The Centre is a co-operational organisation administered by these organisations.

The Centre for Occupational Safety is responsible for the registration of course leaders and Occupational Safety card holders, it also produces and oversees production of training material. The course guide “Occupational Safety in the Shared Workplace” is available in Finnish, Swedish, English, Estonian and Russian.

The training system is not a commercial operation. Organisations providing trainer training (DNV Certification Oy Ab, If P&C Insurance, JTO School of Management, Kiljava Institute, Kurscenter Optima, Metal workers Murikka-institute, POHTO Institute, Siikaranta Institute, Tampere University of Technology, Finnish Institute for Occupational Health, Centre for Occupational Safety, Pohjola Oy, non-life insurance company) are authorised by the Occupational Safety Card committee.

3.4. What was achieved?

- With the adoption of the Occupational Safety Card system, accident frequency and sick leaves at all three companies were clearly reduced. UPM-Kymmene Oyj has followed up the development of accident insurance premiums, because accident frequency has a direct impact on accident insurance premiums that large companies pay in Finland. Insurance premiums have come down.
- Other practices of occupational safety, additional to the Occupational Safety Card, have been implemented amongst employers and contractors. UPM- Kymmene Oyj has adopted the use of dangerous situation reports in maintenance projects (dangerous situation reports are made by all companies at a construction site). By fostering a positive safety culture and encouraging workers to report issues and incidents such as 'near misses', employers can, by following up these reports, gain positive business benefits such as improved productivity. The number of these reports has clearly grown since 2005. Moreover, UPM- Kymmene Oyj trains supervisors to act safely, taking into account specific conditions in shared workplaces.
- A comprehensive training helped to improve the safety in the everyday work. According to Occupational Safety Card exam results, knowledge on safety has notably increased amongst staff members in ABB Oy. The average results of the Occupational Safety Card training examination and a supplementary training (which is carried out five years after the basic course) have improved. On average, 17% of those who completed the basic course and 30% of those who completed supplementary training received full marks on the exam.
- The improvement in work flow and positive changes in the working atmosphere have had a positive effect on productivity. Ruukki Oyj has optimised communication in the shared workplace with 15 minute safety briefings (*Turvallisuusvartti* or “safety quarter”). These sessions have been planned for all employees who participate in maintenance projects. Ruukki Oyj is also a part of a network where the employers assess the safety practices of contractors. The contractor must meet the criteria agreed upon with the employer so that it may carry out its duties in the shared workplace.



- The Occupational Safety Card system has generally been adopted since the beginning of 2003. There are over 600,000 Occupational Safety Card holders and about 2,700 instructors in the system. The Centre for Occupational Safety, which administers the systems, has already started to develop safety course material together with Swedish Entre-Card Organisation.
- The training model has been developed as a nationwide means for improving occupational safety in the shared workplace. However, this training does not replace workplace-specific orientation.

3.5. Success factors

A significant factor has been the company management's interest in and support of the system, which has enabled expansion of the system

As mentioned above, in large Finnish companies, accident frequency has a direct impact on accident insurance premiums, so in addition to companies, representatives of the insurance industry, as well as labour market organisations and education organisations, have participated in the development work of this method.

UPM-Kymmene Oyj, Ruukki Oyj and ABB Oy required also their own suppliers and suppliers of these to hold the Occupational Safety Card. Consequently, the standard of occupational safety knowledge has efficiently spread through the chain of subcontractors, as well. The Occupational Safety Card deployment is voluntary, however, in practice, most industrial businesses have committed themselves to the system, and the card is generally a prerequisite for a work permit.

3.6. Further information

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3.7 Transferability

The Occupational Safety Card has been designed first and foremost for the shared workplaces of manufacturing industry, but it is equally applicable for the building industry, public sector, shipbuilding, etc.

4. References, resources:

- <http://www.tyoturvaluususkortti.fi/index.phtml?l=en&s=1>
- http://www.tyoturvaluususkortti.fi/files/165/ttkortti_eng_2007.pdf
- http://www.tyoturvaluususkortti.fi/files/320/Tyoturvaluususkortti_ajankohtaista_8910.pdf
- http://www.tyoturva.fi/ttk_uutiset/?1350_m=1550
- <http://www.upm.com>
- <http://www.ruukki.com/>
- <http://www.abb.fi/>

Ruukki – Lost Time Injury Frequency (LTI FR)

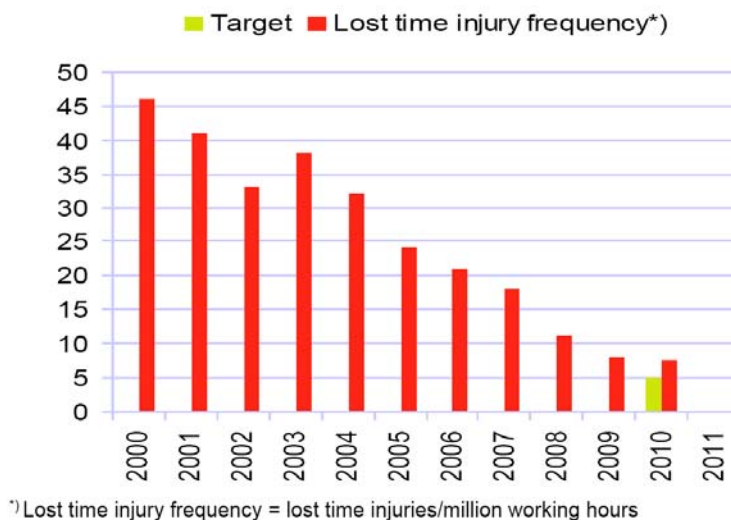
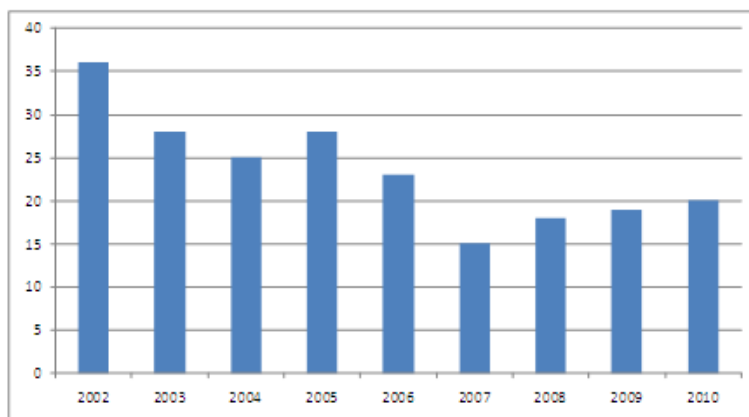


Figure 1. Ruukki Oyj, 2010, Lost time injury frequency

CASE STUDIES

ABB Oy's LTA1 accidents (incl. business trips) in the business of maintenance 2002 - 2010



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Figure 2. ABB Oy, Accidents in the business of maintenance 2002-2010

Year	UPM Kymmene Oyj
	Accident frequency (the number of accidents leading to a minimum of one day's absence per million working hours carried out)
2005	29,6
2006	31,1
2007	28,4
2008	29,6
2009	24,9
2010	23,27

Table 1. UPM Finland, 2010, Accident frequency, whole staff