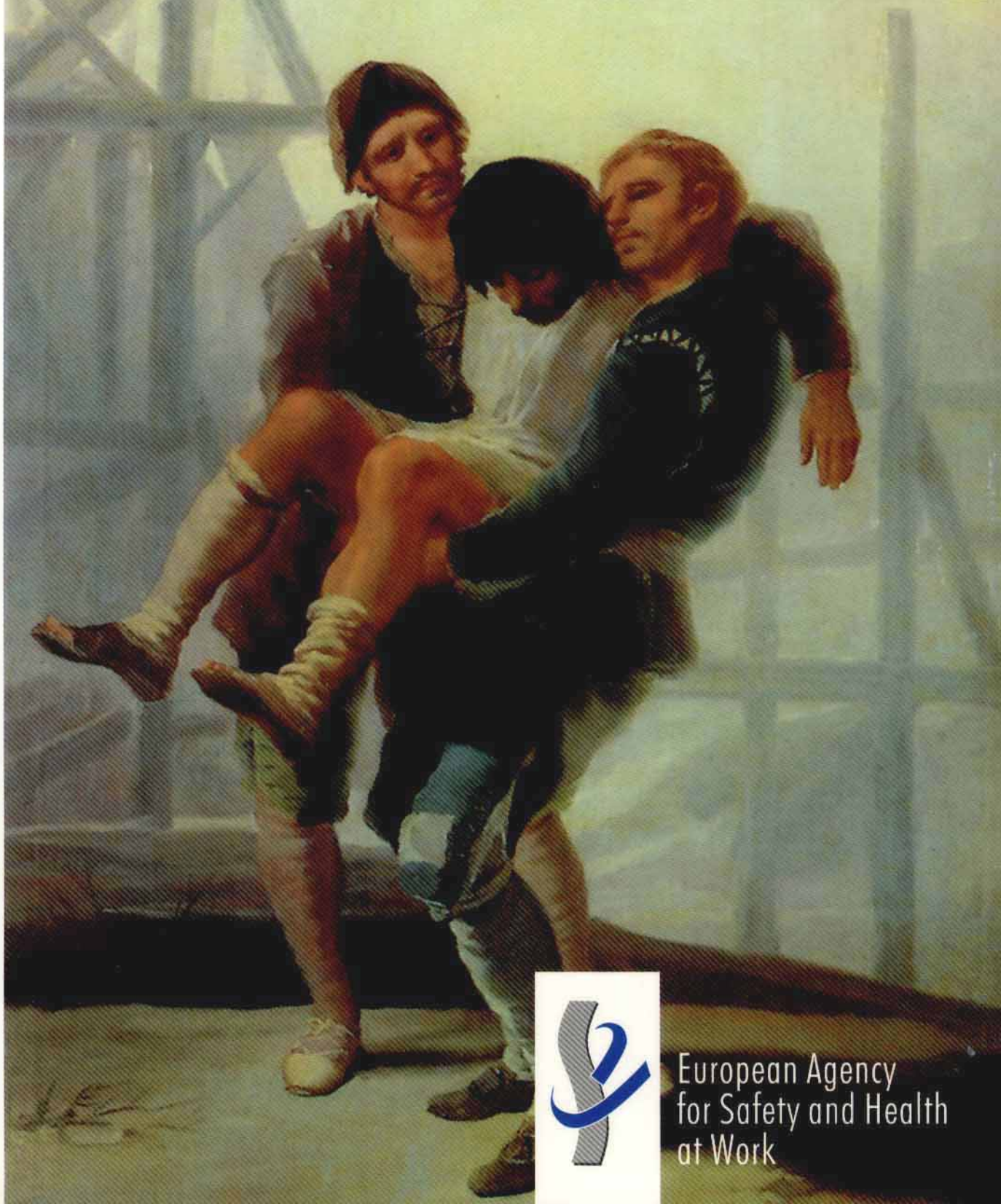


ANNUAL REPORT 1 9 9 6



European Agency
for Safety and Health
at Work



Seat of the European Agency for
Safety and Health at Work
Bilbao, España.

Cataloguing data can be found at the end of this publication

Luxembourg: Office for Official Publications of the European Communities, 1997

ISBN 92-828-0435-33-6

© European Agency for Safety and Health at Work

Reproduction is authorised, except for commercial purposes, provided the source is acknowledged.

Printed in Spain

A N N U A L

R E P O R T

1 9 9 6



European Agency
for Safety and Health
at Work

Index

Foreword by the Chairman of the Administrative Board	5
Report of Activities	6
1. Situation at the end of 1995	7
2. Activities 1996: General Overview	8
3. Establishment of Rules of Procedure and Financial Regulations	8
4. Appointment of Director	8
5. Infrastructure	9
6. Work Programme	10
7. Activities carried out	12
8. Financial Report	14
Annexes	
Annex 1: List of members of the Administrative Board	15
Annex 2: Organisational Plan for the Agency	19
Annex 3: Summary of the Internal Activity Plan, 1996/97	20





**FOREWORD BY THE CHAIRMAN OF THE ADMINISTRATIVE BOARD,
M. PAUL WEBER**



Paul Weber

Chairman of the
Administrative Board

I am very pleased to be able to introduce the first Annual Report of the European Agency for Safety and Health at Work which, after a long period of gestation, is now in a position to report on some significant activities, and to describe its plans for the challenging period ahead.

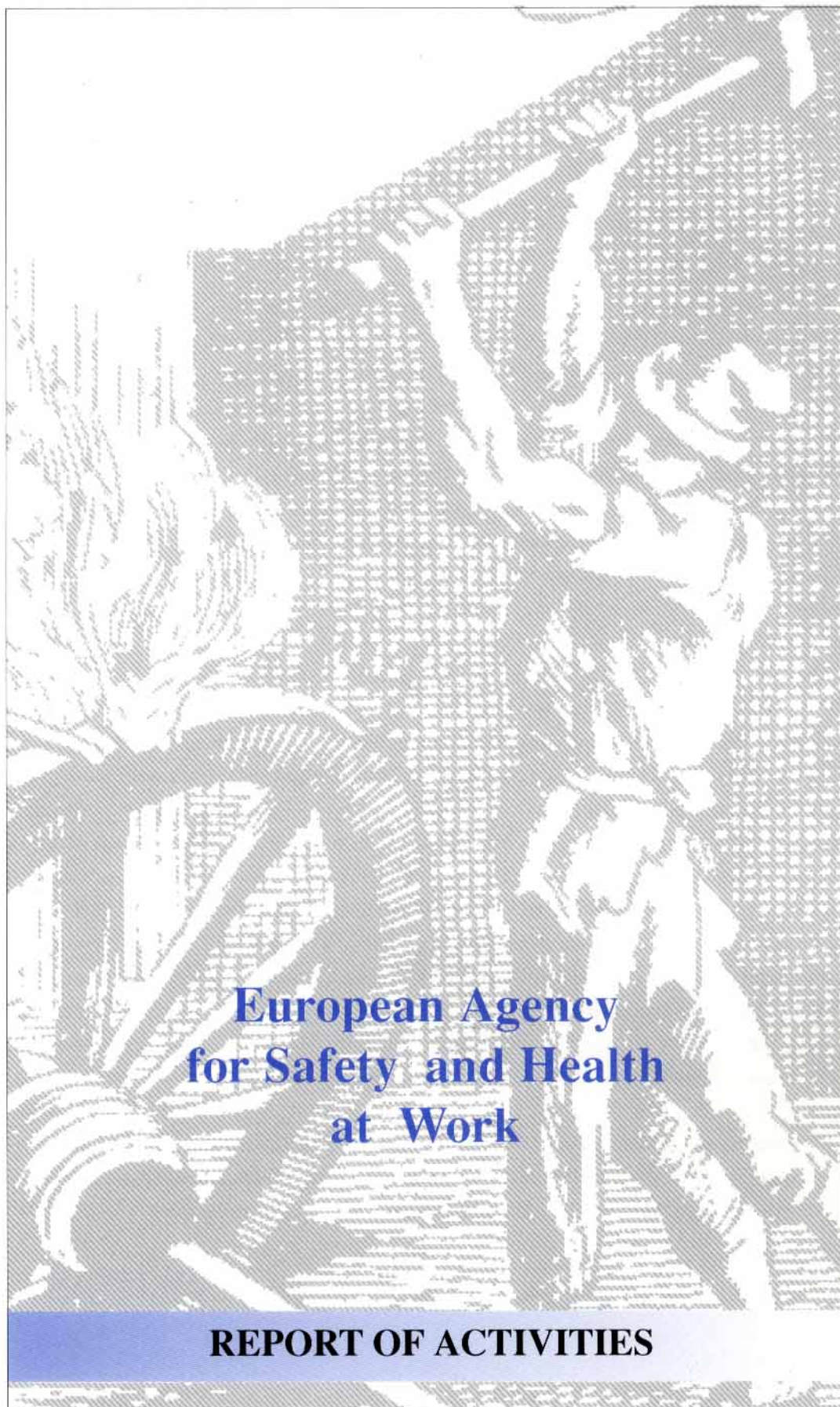
I believe that the beginning of the Agency's work launches a new phase in the development of safety and health awareness in the EU. The EU has established a framework of legislation on minimum standards which should be applied in all Member States but it is widely recognised that now, there is a need to ensure that these standards are consistently applied at a practical level, in the workplace. It is essential that information is available about hazards, risks and preventive measures to deal with them, and that knowledge, experience and solutions to common problems are shared at the European level.

It is clearly, therefore, the Agency's main task to establish the information network on safety and health at work, as envisaged in our Regulation. The Agency has decided to base its information network on the Internet and the World Wide Web. In the coming years it should be able to make a real contribution to the promotion of higher standards of health and safety in Europe by developing the quality and accessibility of information through its network.

At this early stage it was especially important that we should find a suitable office for the Agency for the next four to five years until a permanent home is identified. I and the Board were very pleased that a suitable office was obtained at Gran Via 33. I would like to express our gratitude to the City of Bilbao, to the Basque Government, the Provincial Council of Biscay (Diputación Foral de Bizkaia) and the Spanish Government in Madrid for the support they have given either by helping to meet the rental costs of the building, or in any other way.

This report sets out not only the activities of the Agency in 1996, which were necessarily somewhat limited, but also describes our plans for our work in 1997 and onwards. I am encouraged by the positive start that has been made and look forward keenly to the future.





**European Agency
for Safety and Health
at Work**

REPORT OF ACTIVITIES



1.

THE SITUATION AT THE END OF 1995



1.1

The Decision to set up an Agency for Safety and Health at Work was taken at a Council Summit in October 1993. The Spanish Government selected Bilbao for the seat of the Agency. The Regulation (2062/94) establishing the Agency was adopted by Council on 18 July 1994. It then became necessary to amend the Regulation to take account of the entry into the EU of three new Member States (Finland, Austria and Sweden), and at this point also the membership of the Agency's Administrative Board was amended to include a representative of both employers and employees from each Member State. The amending Regulation (1643/95) was adopted by Council on 29 June 1995. The Board held its first two meetings on 25/26 October 1995 and 12/13 December 1995. Mr Tom Walsh, Government representative of Ireland, was unanimously elected as the first Chairman of the Administrative Board, and a Bureau group was set up to prepare the business of the Board meetings and deal with urgent matters between meetings.

1.2.

An opening ceremony was held to celebrate the first meeting of the Administrative Board on 25/26 October. During this meeting, and the second, the Board considered first drafts of the Internal Rules of Procedure and the Internal Financial Regulation. At its October meeting it agreed the terms of the advertisement for the post of Director as provided for in the Regulations establishing the Agency. A group on Infrastructure was established, to oversee the process of finding suitable short and long-term office accommodation for the Agency in Bilbao. In December 1995 two temporary staff were engaged and funded in Luxembourg, to provide secretarial and administrative support until the end of 1996. The Commission Services represented by DG V were responsible for all the organisational arrangements involved in the establishment of the Agency and developing its profile and activities until the appointment of its Director.

1.3.

Member States were invited to notify details of the main component elements of their national health and safety at work information networks, including any institutions which in their judgement could contribute to the work of the Agency, for the network to be set up, but not all had done so by the end of the year.





2. ACTIVITIES, 1996: GENERAL OVERVIEW

2.1.

In 1996, the Board met three times, in July to appoint a Director and in March and November to progress the business of the Agency. Mr Walsh resigned as Chairman of the Board in March 1996 and was succeeded by Mr Paul Weber, the Government representative from Luxembourg. Following the Director's appointment in September, temporary staff were engaged in Bilbao to commence the work of the Agency in setting up its administrative and financial systems, acquiring suitable offices and developing detailed work programmes necessary to establish the information network described in the Regulation.

3. ESTABLISHMENT OF RULES OF PROCEDURE AND FINANCIAL REGULATIONS

3.1.

In March 1996 the Board approved its draft rules of procedure for formal submission to the Council and Commission for their approval. These rules are required by Article 8.8 of Regulation 2062/94 and govern the way in which the business of the Administrative Board and Bureau should be conducted. At its November meeting the Board agreed a revised version of the Rules which took account of the Commission's comments. In November, the Board also gave final approval to the Agency's Financial Regulations, taking on comments which had been made by the Commission and the European Court of Auditors.

4. APPOINTMENT OF DIRECTOR

4.1.

An advertisement for the post of Director of the Agency was published in the Official Journal of the EC and (in a shortened version) in appropriate newspapers and journals in Member States and in Community institutions, with a closing date of 31 January 1996. More than 800 applications were received. A preselection was carried out by the European Commission (DG VF) on the basis of criteria agreed by the Commission and the Administrative Board.



4.2.

At the end of the preselection process, six candidates were proposed for consideration by the Board. The Board met in Bilbao on 3 July 1996 to make the appointment. Each candidate was invited to make a fifteen-minute presentation, and at the conclusion of the presentations the Board decided to appoint Mr Hans-Horst Konkolewsky, Deputy Director of the Danish Working Environment Service, as the Agency's first Director. Mr Konkolewsky took up post in Bilbao on 15 September 1996.



5.

INFRASTRUCTURE

5.1.

During 1995 and 1996 the infrastructure group advised the Board on the possibilities for accommodation for the Agency and set out criteria for short, medium and long term options. During the plenary meeting in March 1996 an inauguration took place of the temporary, short-term premises for the Agency's offices provided by the Basque Government at 61 Alameda de Mazarredo in Bilbao. This was attended by Mr. Ramón Jaúregui Atondo, Regional Minister for Justice, Economy, Labour and Social Security. It was clear, however, that these premises were too small to be adequate when more staff were engaged to begin the Agency's work. The Board's group on infrastructure, chaired from July 1996 by Mr. Florencio Muñoz Mugica, therefore examined the options for an office which would be suitable for the medium term (four to five years), whilst the Agency started and consolidated its functions, pending a later decision on a permanent location. The group visited a number of possible sites and concluded that the building which best met their criteria of being spacious, well-equipped and located close to transport and other services in Bilbao, was the office at Gran Via 33. The Basque Government and the Provincial Council of Biscay undertook to provide funding to contribute to the rental costs of the building.

5.2.

The Board approved the choice of Gran Via 33 at its November meeting.





6. WORK PROGRAMME

6.1

During the year the Board completed discussions on the Agency's first annual Work Programme, and adopted the final version at its November 1996 meeting. This document would be the basis for action in 1997. The Work programme:

- sets out the background to the foundation of the Agency - the need for continuing efforts to tackle the economic and social cost of accidents and ill-health arising from work activities in the EU, the legislative framework on safety and health established by the EC in recent years, and the current need for high quality information on risks and preventive measures, to make the legislation effective at a practical level;
- describes the tasks of the Agency as set out in Regulation 2062/94;
- notes the need for the Agency to develop principles of accuracy, objectivity and accessibility of information distributed by the Agency;
- acknowledges the context of the year's work, in that the director would not be in post until later in the year, and that his first priority tasks would largely be logistical ones, for example the recruitment of staff and agreement of their contracts, establishing financial management systems and arranging suitable accommodation for the Agency

6.2

The Work Programme, which was susceptible to a revision after the Director was appointed, goes on to say that, in the period 1996/97, and subject to the recruitment of staff, the Agency should focus on three areas of work:

- the establishment and operation of an international information Network;
- the political priorities of the Agency;
- a pilot project for the Network.

The main elements of these were:

International Information Network



6.3

The Agency should set up a network composed of the principal component elements of Member States' national information networks, national focal points, future topic centres and international contact points. Member States were obliged to notify their focal points to the Agency, which would then discuss with them the needs of the information users, and how the collaboration between the focal points and the Agency should be structured in order to meet these needs. It would also be an early priority to identify other institutions which could contribute to the work of the Agency through the network, including international organisations and third countries outside the EU. The established network should aim to make all available information on safety and health at work accessible as quickly as possible.



Political priorities of the Agency

6.4

The Agency should produce an analysis of its role in providing Community bodies, Member States and those involved in the field of health and safety, in relation to other institutions at European level with an interest in this area. This should explain how the Agency would cooperate with these other institutions, explaining where its responsibilities lie, and how it would provide a service to meet them.

Pilot Project for the Network

6.5

The Agency should set up a pilot project to collect information on a specific health and safety topic, in order to build up a model for the dissemination of information to be carried out by the Agency's network.





7. ACTIVITIES CARRIED OUT

7.1

Although the Agency was not able to undertake the full range of activities envisaged in the Regulation, because of its lack of staff and infrastructure for most of 1996, some initiatives were undertaken on the Agency's behalf by staff of the European Commission before September, and, after his appointment, by the Director and his staff. A summary of these activities is as follows:

7.2

Internal Activities

- in September a week-long workshop was held to establish the Agency's strategic priorities, to consider relations with other institutions, particularly the European Foundation for Living and Working Conditions, and to draw up a draft internal work programme;
- a number of staff were recruited initially on a secondment basis from health and safety authorities in certain Member States, the generosity of these authorities making it possible for the Agency to begin work quickly;
- A Budget, Staff Plan, Organisational structure (see Annex 2), and Work programme for 1997 was developed, and an outline budget and work programme for 1998;
- an Internal Activity Plan for 1996/97 was developed and presented to the Board (see Annex 3);
- preparation was undertaken for meetings of the Bureau, Board and National Focal Points for early 1997;
- the new office at Gran Via 33 was equipped and logistic systems established;
- auxiliary contracts for the relevant staff were prepared.

7.3

External Activities

Stand at the XIV World Congress on Occupational Safety and Health, Madrid, 22-26 April 1996



The Agency shared a stand at Madrid with the European Commission DG VF 'Public Health and Safety at Work' Directorate. The stand presented the aims and objectives of the Agency and a publicity leaflet on the Agency was made available. More than 3000 people visited the stand.



Stand at the 25th International Congress on Occupational Health, Stockholm, 15-20 September 1996

The Agency was represented at the Congress on a joint stand with the European Commission DG VF. The Congress attracted over 20,000 visitors, many of them specialists in the field of occupational health. The Commission gave a keynote presentation on the Social Dimension in the 21st century.

7.4

Presentations by the Director

Among a considerable number of presentations made by Mr Konkolewsky in the period between his appointment and the end of the year, there were the following:

- Conference on 'The Application of the Law of Prevention of Workplace Risks', Zaragoza, October 1996
- European Foundation for the Improvement of Living and Working Conditions, Dublin; Conference on 'Monitoring the Working Environment' October 1996
- III National Session of Occupational Health in Bilbao, November 1996
- Sociedad Castellana de Medicina y Seguridad del Trabajo, Madrid, November 1996
- 3rd International Conference on Information Technologies in Occupational Safety and Health Information, Training and Education, Brussels, November 1996
- Presentation to the Advisory Committee on Safety, Hygiene and Health Protection at Work, Dublin, November 1996
- Presentation to a group of Members of the European Parliament in Bilbao (November 1996); Mr. José María Gil - Robles Gil - Delgado, Mr. Peter Skinner, Mr. Jesús Cabezón Alonso, Ms. Marie-Thérèse Hermange, Mr. Josu Jon Imaz San Miguel, Ms. Barbara Weiler, Mr. Friedrich Wolf.





8. FINANCIAL REPORT

8.1

The Agency's budget for 1996 was approved by the Board in 1995 at an overall total of 4 mecu. 3 mecu was made available to the Agency by the Commission for 1996. By the end of the year, in total, about 2.2 mecu were used by the Agency. Under Staffing, the Agency spent substantially below the amount available (around 30 %), as staff recruitment first began after the Director took office in September, but on Infrastructure and Operating Costs, the budgets were almost completely used (over 90 %).

Governments



ANNEX 1

LIST OF MEMBERS OF THE ADMINISTRATIVE BOARD

Member		Alternate
Mr R. Finding	Austria	Mr G. Poinstingl
Mr M. Heselmans	Belgium	Mr J. M. Lamotte
Mr E. Andersen	Denmark ¹	Mr N. O. Andersen
Mr M. Hurmalainen	Finland	Mr J. Kallio
Mr M. Boisnel	France	Mrs J. Guigen
Mr R. Opfermann	Germany	Mr N. Fuhrmann
Mrs A. Kafetzopoulou	Greece	Mrs M. Pissimissi
Mr T. Walsh	Ireland	Dr S. Wood
<i>(Chairman, October 1995-March 1996)</i>		
Mr G. Branca	Italy ²	Prof. M. Biagi
Mr P. Weber	Luxembourg	Ms M. Fisch
Chairman		
Mr R. Laterveer	Netherlands	Mr H. Schrama
Mr A. Durao	Portugal	Mr L. Silva Santos
Mr J. Gomez-Hortiguela	Spain	Mr J. Chozas Pedrero
Mr B. Bylund	Sweden	Mr B. Barrefelt
Dr J. McQuaid ³	United Kingdom	Mr P. Tansley ⁴

1 Replaced by Mr J. Andersen, March 1996

2 Replaced by Mr L. Alberti, March 1996

3 Replaced by Ms J. Durning, March 1996, who was replaced by Mr R. Clifton, July 1996

4 Replaced by Ms G. Deakins, March 1996





Employers

Member

Ms C. Schweng

Austria

Alternate

Mr H. Brauner

Mr H. De Lange

Belgium

Mr A. Pelegrin

Mr T. Nielsen

Denmark

Mr T. Jepsen

Mr J. Ahtela

Finland

Mr Lindahl

Mr J. Tassin

France

Mrs V. Corman⁵

Mr K. Kreizberg

Germany

Mr J. Janiszewski⁶

Mr E. Zimalis

Greece

Mr E. Tsamousopoulos

Mr T. Briscoe

Ireland

Mr T. Lawlor

Mr F. Giusti

Italy

Mr M. Fregoso

Mr M. Sauber

Luxembourg

Dr F. Metzler

Ms I. De Meester

Netherlands

Mr P. Van Ostaïjn

Mr J. Costa Tavares

Portugal

Mr J. Salgado Barroso

Mr F. Muñoz Múgica

Spain

Mr F. Manzano Sanz

Mr H. Frostling

Sweden

Mr A. Lind

Dr J. Asherson

United Kingdom

Mr P. Hughes

Vice-Chairman

5 Replaced by Mr. J.-C. Aubrun, November 1996

6 Replaced by Mr K.-C. Scheel, November 1996





Workers

Member		Alternate
Ms S. Leodolter ⁷	Austria	Mr A. Heider
Mr H. Fonck	Belgium	Ms C. Cypres
Mr I. Maltesen	Denmark	Mr J. Poulsen
Mr J. Metsamäki	Finland	Ms R. Tvöljärvi
Mr M. Sedes	France	Mr M. Martin
Mr R. Konstanty	Germany	Mr M. Angermeier
Mr D. Politis	Greece	Mr S. Drivas
Mr T. Wall	Ireland	Mr S. Cronin
Ms G. Galli	Italy	Ms L. Benedettini
Mr A. Giardin	Luxembourg	Mr F. Miller
Mr M. Wilders	Netherlands	Mr G. Cremers
<i>Vice-Chairman</i>		
Mr M. Ferreiro Saramago	Portugal	Mr A. Gomez Tavares
Mr A. Carcoba	Spain	Mr T. López Arias
Mr B. Tengberg	Sweden	Ms M. Breidensjö
Ms A. Gibson	United Kingdom	Mr T. Mellish

7 Resigned





European Commission

Member

Mr A. Larsson
Director General, DG V

Mr M. Oostens
DG V

Mr Ronald Haigh
DG VF

Alternate

Dr W. J. Hunter
Director, DG VF

Mr J.-P. Van Gheluwe
DG III/D/1

Mr J.-R. Biosca de Sagastuy
DG VF

Observers

Member

Mr C. Purkiss
Director, European Foundation
for Living and Working Conditions

Mrs V. Corman
UNICE

Mr E. Carlsund
ETUC/CES

Alternate

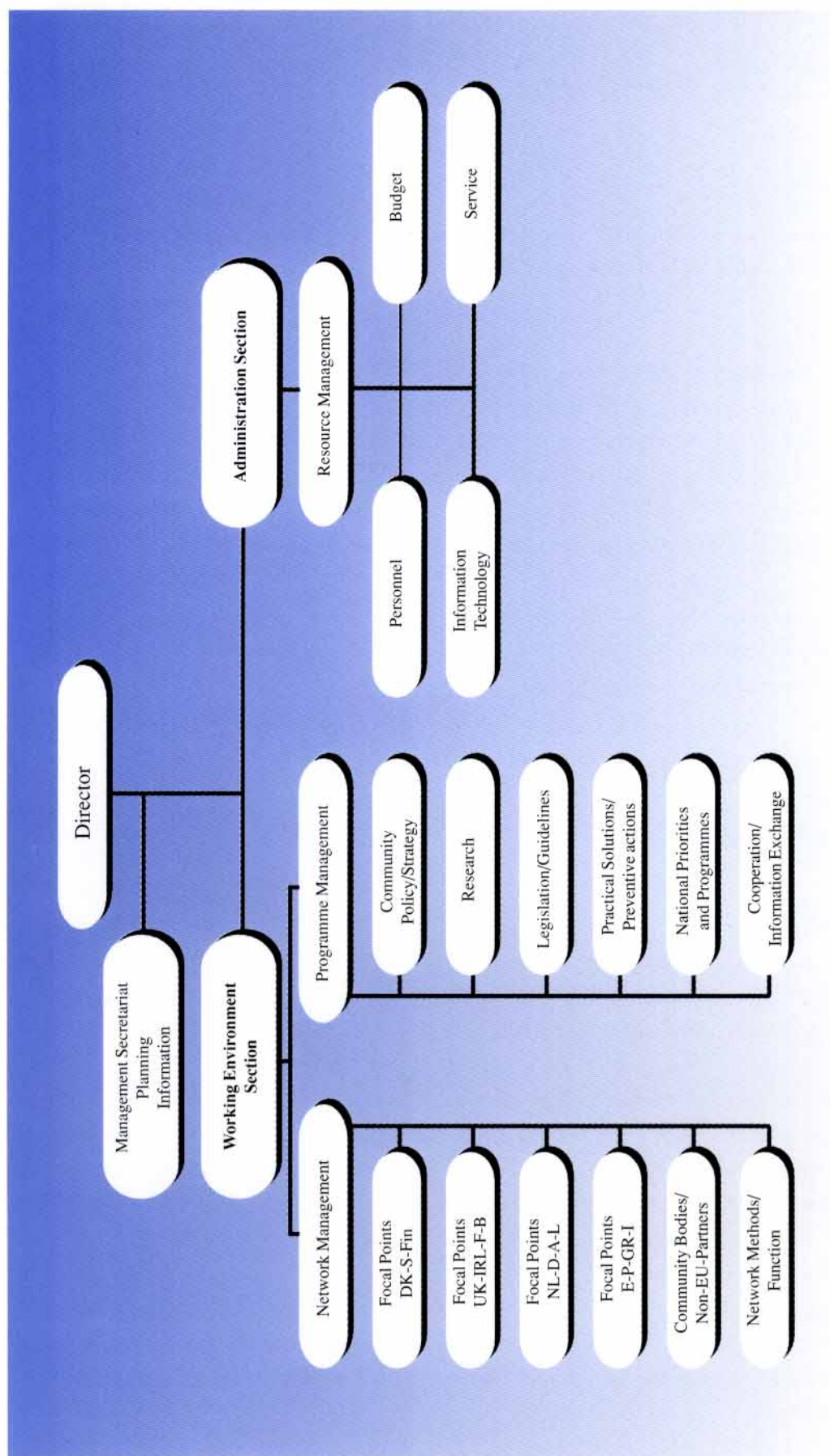
Mr O. Richard





ANNEX 2

Organisational Plan for the European Agency for Safety and Health at Work





ANNEX 3

SUMMARY OF THE INTERNAL ACTIVITY PLAN 1996/97

1. INTRODUCTION

1.1

The document is based on the Council Regulations establishing the Agency (2062/94 and 1643/95) and on the Annual Work Programme. The plan will cover the following items:

- Establishment and operation of the network
- Political priorities of the Agency
- Pilot project for the network
- Organisational development of the Agency

The plan also covers other activities related to Article 3 of Regulation 2062/94.

As the Agency will be in the initial phase of its development and facing a number of uncertainties over budget, staff and infrastructure, it is necessary to make a general reservation about the possibility of implementing the planned activities.

2. THE ESTABLISHMENT AND OPERATION OF THE NETWORK

2.1

Network Model - Introduction

There are two concepts within the model:

Linking existing information through focal points and the national networks, using the Internet as a communication tool. The first step will be to establish links with already existing databases. The next step could be to make other types of information available. International organisations and third countries can be linked in to this network.

Creating new information through standing information networks on strategic topics, reflecting topics mentioned in Article 3 of the Regulation (e.g. national priorities and programmes, plans for research, Community action programmes). The topics could be identified through a process involving the focal points, national networks, European social partners and other Community Institutions.





2.2

The Organisational Set-up of the Network

A document will be prepared on the roles and functions of the Agency network, the focal points and the national networks, in order to clarify the minimum requirements (quality assurance system) for:

- the identification of target groups and their needs, particularly practical information for use at company level, e.g. sector oriented information, information focused on solutions to common problems;
- the different information services and products of the network, and their 'added European value';
- the quality of collection and dissemination of information;
- elements that should be part of the information network;
- the languages to be used;
- the cooperation and working relations between the Agency, the focal points and the national networks;
- open access to the information, on the one hand, and, on the other hand, the scope for providing commercial information services;
- the inclusion of all relevant occupational safety and health institutions and groups within the national networks;
- the nature of the participation in the process of creating new information on strategic and specific topics.

An IT plan will be prepared to establish the technological base of the network, which will be based on Internet.

Based on the above documents, a comprehensive plan for the implementation of the network will be prepared, involving the focal points. Two pilot sites will be chosen for the development of the IT plan.





A study will be carried out to identify potential network partners both within and outside the EU and their possible contribution to the information network. This will include: (within the EU) the European Commission, the European Parliament, the Dublin Foundation, ECOSOC, CEN/CENELEC, EUROSTAT, the social partners at EU level; (outside the EU) the ILO, WHO, PAHO, CEECs and EFTA countries with Association Agreements, USA, Canada, Australia, Japan.

Principles will be formulated for *full membership* of the network where the partner implements the same arrangements as laid down for the focal points, and *associated membership* where the only connection between the Agency network and the network partner is an Internet link.

Based on this work, a plan for the implementation of arrangements with other EU and non-EU partners will be prepared, involving the network partners in question.

3. POLITICAL PRIORITIES OF THE AGENCY

A document of reflection about the political priorities of the Agency will be drafted taking into account, among other things, the actions included in the work programme of the Commission. It will be necessary from the beginning to define the basis of a relationship with the Dublin Foundation to avoid duplication in the work of the two bodies and ensure the complementarity of their activities. The directors have agreed to discuss regularly projects which their respective bodies plan to undertake, for subsequent discussion and approval by their Boards.

4. PILOT PROJECT FOR THE NETWORK

On the second concept mentioned in para 2.1 ('creating new information'), priority topics will be identified, involving the focal points. When a topic is identified, a special network will be formed to compile the relevant available information on the chosen subject. This network, and the Agency, will be responsible for the presentation and dissemination of the information.

5. ORGANISATIONAL DEVELOPMENT OF THE AGENCY



The organisational development of the Agency is of particular importance in the early stages. The following are the key areas:

5.1

Infrastructure

An office for the Agency for the medium term has been found. The question of the long-term seat, preferably an independent building, should be studied in the period 1997-98. The *working environment* of the Agency should develop in such a way that it is a model workplace with high standards of safety and health. A *strategic informatics plan*, based on the needs of the Agency and its network, will be developed and implemented.

5.2

Personnel and Management

A plan for the *organisational structure* of the Agency will be prepared as soon as possible, which will reflect two broad areas of activity; first, the safety and health related activities described in the Annual Work Programme, and second, internal management and administration. The work will be organised on a project management basis to ensure maximum flexibility. To develop the Agency as a network organisation, a system will be established of contact persons with particular knowledge of the Member States and their health and safety systems.

A temporary as well as a more permanent *staff plan* must be drawn up as soon as possible, to reflect all the activities in the work programme and this plan. The draft Establishment Plan for the Agency for 1996 and 1997 needs to be adjusted in terms of the number and grades of staff to meet actual needs.

A *financial management system* has to be developed and established according to the Commission regulations and in conformity with the specific rules in the internal Financial Regulation of the Agency.





As part of a *personnel development scheme*, a number of activities will be introduced, including training in project management, languages (especially Spanish), and IT.

A *quality management system* will be implemented, which implies that, e.g.

- all correspondence and requests for information should be dealt with within a fixed time limit;
- the accessibility of the Agency e.g. by telephone, should be ensured;
- each year there will be a review, involving the customers, of the quality of the products and services delivered.

5.3.

Marketing and profile

A *marketing strategy* will be developed, encompassing the following activities:

- Information policy, especially liaison with the Press, and publication of a newsletter;
- Organisation of, and participation in, seminars, conferences and exhibitions;
- Development of Bilbao into a centre of knowledge in the area of occupational safety and health at work.

A *logo and graphic profile* must be designed and approved as soon as possible, to make the Agency visible and express its identity. External consultants will be used to draft proposals.

5.4

Planning System

The Agency's planning system will be based upon:

- Strategic planning - the Boards Work programme;
- Operational planning - the Director's plan of activities;
- Detailed plans - for specific projects and activities.

An important part of the system will be periodic review of activities and results achieved by the Agency. The results will be published in the Annual Report.



6. OTHER ITEMS

The Agency will have to focus its activities in the first year mainly on the establishment and operation of the network and its organisational development. Nevertheless, the Agency can be involved on a small scale in other activities such as organising seminars and conferences. Furthermore, the necessary service for activities of the Administrative Board, Bureau and other groups (meetings, etc.), as well as the Commission, will be provided.



European Agency for Safety and Health at Work

Annual Report 1996

Luxembourg: Office for Official Publications of the European Communities

1997 - 26p. - 21x29,7 cm.

ISBN 92-828-0435-6

Venta . Salg . Verkauf . Πωλησεις . Sales . Vente . Vendita . Verkoop . Venda . Myynti . Försäljning

BELGIQUE / BELGIË

Moniteur belge / Belgisch Staatsblad

Rue de Louvain 40-42/
Leuvenseweg 40-42
B-1000 Bruxelles / Brussel
Tél. (32-2) 552 22 11
Fax (32-2) 511 01 84

Jean De Lannoy

Avenue du Roi 202 /
Koningslaan 202
B-1060 Bruxelles / Brussel
Tél. (32-2) 538 51 69
Fax (32-2) 538 08 41
E-mail: jean.de.lannoy@infoboard.be

Librairie européenne / Europese Boekhandel

Rue de la Loi 244 /
Wetsstraat 244
B-1040 Bruxelles / Brussel
Tél. (32-2) 295 26 39
Fax (32-2) 735 08 60

DANIMARK

J. H. Schultz Information A/S

Herstedvang 10-12
DK-2620 Albertslund
Tlf. (45) 43 63 23 00
Fax (45) 43 63 19 69
E-mail: schultz@schultz.dk
URL:www.schultz.dk

DEUTSCHLAND

Bundesanzeiger Verlag

Breite Straße 78-80
Postfach 10 05 34
D-50667 Köln
Tel. (49-221) 20 29-0
Fax (49-221) 20 29 278

GREECE / ΕΛΛΑΔΑ

G.C. Eleftheroudakis SA

International Bookstore
Panepistimiou 17
GR-105 64 Athens
Tel. (30-1) 331 41 80/1/2/3
Fax (30-1) 323 98 21
E-mail: elebooks@net.gr

ESPAÑA

Mundi Prensa Libros, SA

Castelló, 37
E-28001 Madrid
Tel. (34-1) 431 33 99 / 431 32 22
Fax (34-1) 575 39 98
E-mail: mundiprensa@tsai.es
URL: www.tsai.es/mprensa

Boletín Oficial del Estado

Trafalgar, 27-29
E-28071 Madrid
Tel. (34-1) 538 22 95 (Libros)
384 17 15 (Suscripciones)
Fax (34-1) 538 23 49 (Libros)
384 17 14 (Suscripciones)
URL:www.boe.es

Mundi Prensa Barcelona

Consell de Cent, 391
E-08009 Barcelona
Tel. (34-3) 488 34 92
Fax (34-3) 487 76 59

FRANCE

Journal officiel

Service des publications des CE
26, rue Desaix
F-75727 Paris Cedex 15
Tél. (33-1) 40 58 77 01 / 31
Fax (33-1) 40 58 77 00

IRELAND

Government Supplies Agency

Publications Section
4-5 Harcourt Road
Dublin 2
Tel. (353-1) 661 31 11
Fax (353-1) 475 27 60

ITALIA

Licosa SpA

Via Duca di Calabria, 1/1
Casella postale 552
I-50125 Firenze
Tel. (39-55) 64 54 15
Fax (39-55) 64 12 57
E-mail: licosa@fibcc.it
URL:ic382.cilea.it/Virtual_Library/bibliot/vetrina/
licosa/t11.htm

GRAND-DUCHÉ DE LUXEMBOURG

Messageries du livre Sarl

5, rue Raiffeisen
L-2411 Luxembourg
Tél. (352) 40 10 20
Fax (352) 490 661
E-mail: mdl@pt.lu

Abonnements:

Messageries Paul Kraus

11, rue Christophe Plantin
L-2339 Luxembourg
Tél. (352) 499 88 88
Fax (352) 499 888 444
E-mail: mpk@pt.lu
URL: www.mpk.lu

NEDERLAND

SDU Servicecentrum Uitgevers

Christoffel Plantijnstraat 2
Postbus 20014
2500 EA 's-Gravenhage
Tel. (31-70) 378 98 80
Fax (31-70) 378 97 83
E-mail: sdu@nl
URL: www.sdu.nl

ÖSTERREICH

Manz'sche Verlags-und Universitäts-
buchhandlung Gmbh

Siebenbrunnengasse 21
Postfach 1
A-1050 Wien
Tel. (43-1) 53 161 334/340
Fax (43-1) 53 161 339
E-mail: auslieferung@manz.co.at
URL: www.austria.EU.net:81/manz

PORTUGAL

Imprensa Nacional-Casa da Moeda, EP

Rua Marquês de Sá da Bandeira, 16 A
P-1050 Lisboa Codex
Tel. (351-1) 353 03 99
Fax (351-1) 353 02 94/384 01 32

Distribuidora de Livros Bertrand Ld.ª

Rua das Terras dos Vales, 4 A
Apartado 60037
P-2701 Amadora Codex
Tel. (351-1) 495 90 50/495 87 87
Fax (351-1) 496 02 55

SUOMI / FINLAND

Akateeminen Kirjakauppa /

Akademiska Bokhandeln
Pohjoisesplanadi 39 /
Norra esplanaden 39
PL/PB 128
FIN-00101 Helsinki / Helsingfors
Tel. (358-9) 121 41
Fax (358-9) 121 44 35
E-mail: akatlaus@stockmann.mailnet.fi
URL: booknet.cultnet.fi/aka/inex.htm

SVERIGE

BTJ AB

Traktorvägen 11
PO Box 200
S-22100 Lund
Tel. (46-46) 18 00 00
Fax (46-46) 18 01 25
E-mail: bfj_tc@mail.bfj.se
URL: www.bfj.se/media/eu

UNITED KINGDOM

The Stationery Office Ltd
(Agency Section)

51, Nine Elms Lane
London SW8 5DR
Tel. (44-171) 873 9090
Fax (44-171) 873 8463
URL: www.fhe-stationery-office.co.uk

ICELAND

Bokabud Larusur Blöndal

Skólavörðustíg, 2
IS-101 Reykjavík
Tel. (354) 55 15 650
Fax (354) 55 25 560

NORGE

NIC Info A/S

Østenjoveien 18
Boks 6512 Etterstad
N-0606 Oslo
Tel. (47-22) 97 45 00
Fax (47-22) 97 45 45

SCHWEIZ / SUISSE / SVIZZERA

OSEC

Stampfenbachstraße 85
CH-8035 Zürich
Tel. (41-1) 365 53 15
Fax (41-1) 365 54 11
E-mail: urs.leimbacher@ecs.osec.inet.ch
URL: www.osec.ch

▼

ČESKÁ REPUBLIKA

NIS ČR - prodeje

Konviktská 5
CZ-113 57 Praha 1
Tel. (42-2) 24 22 94 33
Fax (42-2) 24 22 94 33
E-mail: nkposp@dec.nis.cz
URL: www.nis.cz

CYPRUS

Cyprus Chamber Of Commerce & Industry

38, Grivas Digenis Ave
Mail orders:
PO Box 1455
CY-1509 Nicosia
Tel. (357-2) 44 95 00 / 46 23 12
Fax (357-2) 361 044
E-mail: cy1691_eic_cyprus@vans.infonet.com

MAGYARORSZÁG

Euro Info Service

Európa Ház
Margitsziget
PO Box 475
H-1396 Budapest 62
Tel. (36-1) 11 16 061 / 11 16 216
Fax (36-1) 302 50 35
E-mail: euroinfo@mail.matax.hu
URL: www.euroinfo.hu/index.htm

MALTA

Miller Distributors Ltd

Malta International Airport
PO Box 25
LQA 05 Malta
Tel. (356) 66 44 88
Fax (356) 67 67 99

POLSKA

Ars Polono

Krakowskie Przedmiescie 7
Skr. pocztowa 1001
PL-00-950 Warszawa
Tel. (48-2) 26 12 01
Fax (48-2) 26 62 40

TÜRKİYE

Dünya Infotel A.S.

İstiklâl Cad. No: 469
TR-80050 Tünel-İstanbul
Tel. (90-212) 251 91 96
(90-312) 427 02 10
Fax (90-212) 251 91 97

BĂLGARİJA

Euopress-Euromedia Ltd

9, Bld Vitosh
BG-1000 Sofia
Tel. (359-2) 80 46 41
Fax (359-2) 80 45 41

HRVATSKA

Mediatrade Ltd

Pavla Hrtza 1
HR-10000 Zagreb
Tel. (385-1) 43 03 92
Fax (385-1) 44 40 59

ROMÂNIA

Euromedia

Str. G-ral Berthelot Nr 41
RO-70749 Bucuresti
Tel. (40-1) 210 44 01 / 614 06 64
Fax (40-1) 210 44 01 / 312 96 46

SLOVAKIA

Slovenska Technicka Kniznica

Námestie slobody 19
SLO-81223 Bratislava 1
Tel. (42-7) 53 18 364
Fax (42-7) 53 18 364
E-mail: europ@tbbl.sltk.stuba.sk

SLOVENIA

Gospodarski Vestnik

Zalozniska skupina d.d.
Dunajska cesta 5
SI-1000 Ljubljana
Tel. (386) 61 133 03 54
Fax (386) 61 133 91 28
E-mail: belicd@gvestnik.si
URL: www.gvestnik.si

ISRAEL

R.O.Y. International

17, Shimon Hatassai Street
PO Box 13056
61130 Tel Aviv
Tel. (972-3) 546 14 23
Fax (972-3) 546 14 42
E-mail: royil@netvision.net.il

Sub-agent for the Palestinian Authority:

Index Information Services

PO Box 19502
Jerusalem
Tel. (972-2) 27 16 34
Fax (972-2) 27 12 19

RUSSIA

CCEC

60-Ieliya Oktyabrya Av. 9
117312 Moscow
Tel. (095) 135 52 27
Fax (095) 135 52 27

AUSTRALIA

Hunter Publications

PO Box 404
3167 Abbotsford Victoria
Tel. (61-3) 9417 53 61
Fax (61-3) 9419 71 54

CANADA

Uniquement abonnements / Subscriptions only:

Renout Publishing Co. Ltd

1294 Agloma Road
K1B 3W8 Ottawa, Ontario
Tel. (1-613) 741 73 33
Fax (1-613) 741 54 39
E-mail: renout@fox.nstn.ca
URL: fox.NSTN.Ca/ - renout

EGYPT

The Middle East Observer

41, Sherif Street
Cairo
Tel. (20-2) 39 39 732
Fax (20-2) 39 39 732

JAPAN

PSI-Japan

Asahi Sanbancho Plaza # 206
7-1 Sanbancho, Chiyoda-ku
Tokyo 102
Tel. (81-3) 3234 69 21
Fax (81-3) 3234 69 15
E-mail: psijapan@gol.com
URL: www.psi-japan.com

SOUTH AFRICA

Safo

5th Floor Export House,
CNR Maudie & West Streets
PO Box 782 706
2146 Sandton
Tel. (27-11) 883 37 37
Fax (27-11) 883 65 69

UNITED STATES OF AMERICA

Bernan Associates

4611-F Assembly Drive
MD20706 Lanham
Tel. (301) 459 2255 (toll free telephone)
Fax (800) 865 3450 (toll free fax)
E-mail: query@bernan.com
URL: www.bernan.com

MÉXICO

Mundi-Prensa Mexico, SA de CV

Río Pánuco, 141
Delegación Cuauhtémoc
ME-06500 México DF
Tel. (52-5) 553 56 58 / 60
Fax (52-2) 514 67 99
E-mail: 104164.23compuserve.com

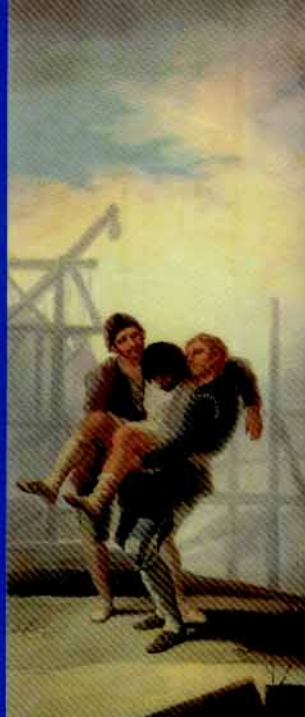
RÉPUBLIQUE DE CORÉE

Kyowo Book Company

1 F1. Phung Hwa Bldg
411-2 Hap Jeong Dong, Mapo Ku
121-220 Seoul
Tel. (82-2) 322 6780 / 1
Fax (82-2) 322 6782
E-mail: kyowa2@knet.co.kr

ANDERE LÄNDER / OTHER COUNTRIES /
AUTRES PAYS

Bitte wenden Sie sich an ein Büro Ihrer
Wahl / Please contact the sales office of
your choice / Veuillez vous adresser au
bureau de vente de votre choix



"The injured worker"
Francisco de Goya
Museo del Prado, Madrid.

In order to encourage improvements, especially in the working environment, as regards the protection of the safety and health of workers as provided for in the Treaty and successive action programmes concerning health and safety at the workplace, the aim of the Agency shall be to provide the Community bodies, the Member States and those involved in the field with the technical, scientific and economic information of use in the field of safety and health at work.



European Agency
for Safety and Health
at Work

European Agency for Safety and Health at Work
Gran Via, 33. E-48009 Bilbao
Tel. +34 4 479 43 60
Fax.. +34 4 479 43 83
E-mail: information@eu-osh.es
<http://www.eu-osh.es>



OFFICE FOR OFFICIAL PUBLICATIONS
OF THE EUROPEAN COMMUNITIES
L-2985 Luxembourg

ISBN 92-828-0435-6



9 789282 804353 >