



European Agency for Safety and Health at Work



# Annual Report 2012



European Agency  
for Safety and Health  
at Work



Safety and health at work is everyone's concern. It's good for you. It's good for business.

Now you can follow us on Twitter ([http://twitter.com/eu\\_osh](http://twitter.com/eu_osh)) and Facebook (<https://www.facebook.com/EuropeanAgencyforSafetyandHealthatWork>), visit the Agency's blog (<http://osha.europa.eu/en/blog>) or subscribe to our monthly newsletter OSHmail (<http://osha.europa.eu/en/news/oshmail/>). You can also register for regular news and information from EU-OSHA via RSS feeds (<http://osha.europa.eu/@rss-feeds>).

<http://osha.europa.eu>

A summary of this report is available online in 24 languages at [https://osha.europa.eu/en/publications/corporate/ar\\_summary\\_2012/view](https://osha.europa.eu/en/publications/corporate/ar_summary_2012/view)

***Europe Direct is a service to help you find answers  
to your questions about the European Union***

**Freephone number (\*):  
00 800 6 7 8 9 10 11**

(\*) Certain mobile telephone operators do not allow access to 00 800 numbers or these calls may be billed.

More information on the European Union is available on the Internet (<http://europa.eu>)

Cataloguing data can be found at the end of this publication.

Luxembourg: Office for Official Publications of the European Union, 2013

ISBN 978-92-9240-028-6

doi:10.2802/51178

© European Agency for Safety and Health at Work, 2013

Reproduction is authorised provided the source is acknowledged.

Cover page, from top left to bottom:

- © EU-OSHA/Filip De Smet
- © EU-OSHA/Adam Shrzypczak
- © EU-OSHA/Michel Wielick

The photographs used in this report illustrate a range of work activities. They do not necessarily show good practices or compliance with legislative requirements.

*Printed in Belgium*

PRINTED ON WHITE CHLORINE-FREE PAPER

# Contents

<b>Foreword</b>	<b>3</b>
<b>Key activities in 2012</b>	<b>7</b>
1. Collecting and analysing information	7
The European Risk Observatory	7
Working Environment Information	9
2. Communication, campaigning and promotion	13
3. Networking and coordination	21
4. Administrative activities	25
<b>Annexes</b>	<b>30</b>
1. Overview of how the Agency and its partners operate	31
2. Membership of the Governing Board	33
3. Organisation chart of the Agency	37
4. Agency staff	38
5. Focal points	40
6. Overview of focal point network activities	46
7. Official campaign partners 2012	48
8. Topic centre	51
9. Progress towards achieving main objectives	53
10. Publications 2012	56
11. Finance 2011/12	60
12. Board assessment and analysis of the Authorising Officer's Annual Activity Report for the financial year 2012	61



© US Airforce photo / Airmon, se class, Al dne, 7 ca rcity

We are working for safer, healthier and more productive workplaces in the European Union.

# Foreword

The year 2012 has been one in which we at the European Agency for Safety and Health at Work (the Agency) have been considering not just our achievements in recent years, but also looking forward, considering the challenges that we will face in the years ahead, and the best strategy for us to adopt in meeting those challenges. With the European Commission beginning to formulate a successor to the European Community Strategy for Health and Safety at Work (2007–12), the Governing Board together with the Agency's staff have begun the process of developing a multiannual strategic programme for the Agency.

The new strategic programme will take into account the mid-term review that we commissioned in 2011 of the Agency's current strategy for 2009–13. That review, which was carried out by the Institute for Employment Studies, acknowledged the Agency's strengths, especially in carrying out research on occupational safety and health (OSH) issues and disseminating information. It also indicated a number of areas in which we can improve, especially in defining the target groups we are trying to reach with OSH information, and tailoring our messages to those groups. Our new strategic programme, then, will show how the Agency is changing, learning from experience, and taking on board new challenges. Our new ways of working are already demonstrated in changes that we have made to our mission, vision and values.

The changes that we will make to our strategic programme will show our response to two important influences. First, there are the demographic changes that we are seeing across Europe and in particular the fact that we have an ageing population in most European countries. Already we have begun a project looking at the OSH challenges that older workers face, and this subject area is likely to form an important part of our future work.

Secondly, we are considering our new strategy against a background of hard economic times, in which we're seeing the effects of the economic crisis not just at the level of individual businesses, but at the Member State level and across the entire European Union. For our part, we at the Agency have continued to work hard to promote the importance of good OSH for businesses of all sizes. Smart companies are already aware of the importance, in tough times, of maintaining their levels of support for workplace health and safety: eventually we will see an improvement in the economic situation, and then these businesses will need healthy, qualified people working in them.

But at the moment we are seeing the effects of the crisis. We are seeing them among our network of focal points, which we work with closely in order to disseminate OSH information, and which are usually the lead OSH bodies in the individual Member States. Since the focal point managers tend to be embedded within the labour ministries and other government departments in their respective countries, they have been very much affected by cuts in overall government spending. In many cases they have continued to do an excellent job, despite having to do more with fewer resources.

The year 2012 has seen some significant Agency achievements, including the launch of the new Healthy Workplaces Campaign, entitled 'Working together for risk prevention'. The theme of working together is a timely one, given the findings of our European Survey of Enterprises on New and Emerging Risks (ESENER), which show that in those companies where the workforce comes together to keep the workplace safe, and in which workers themselves get involved in identifying and managing risks, there tend to be strong, sustainable OSH systems in place. Not only that, but these companies are often among the most competitive, too.

Our Healthy Workplaces Campaigns continue to reach new audiences, and this campaign has seen the involvement of a record number of partners, including many who have never been involved in our campaigns before. We know that the benefits of having good OSH are still not always recognised

at the individual company level in Europe, and especially among micro, small and medium-sized enterprises. We need to continue to raise awareness of the importance of OSH: it is a vital part of our work to reach out to our 'end users', and our 2-year campaigns are an important way of doing that.

This campaign has been supported by two publications on the campaign's themes, one in conjunction with the European Trade Union Confederation (ETUC), and the other with BUSINESSEUROPE — further examples of how we work closely with our stakeholders.

Highlights of each campaign include the Healthy Workplaces Good Practice Awards competition, which recognises organisations that have found innovative ways of promoting safety and health. Despite 'working together' being such a broad topic, we're very pleased that participation in the Good Practice Awards is also at a record level.

Looking ahead, we at the Agency will continue to explore new ways of disseminating OSH information, to develop and make available new instruments that we can provide to help organisations meet their health and safety obligations and keep their workers safe. In this, we will be following the excellent model that our Online interactive Risk Assessment (OiRA) project is providing to businesses across Europe. With a free, easy to access and easy to use means of carrying out risk assessments, OiRA helps to raise workplace safety standards and to demystify this vitally important process of risk assessment, which is the cornerstone of health and safety management. The continued success of OiRA as we involve new partners in the project, develop new, sector-specific versions of the tool (four of these having already been published) and build up a Europe-wide community of OiRA developers shows us the direction that we need to go in.

Other important trends for the Agency in the coming years will be the increasing importance of networking models. Of course, during the 16 years of our existence, networking and partnership have been integral to what we do at the Agency. As a small organisation, we are all about working with our many partners to have an effect, raising awareness of OSH issues. These partners include other EU institutions, government agencies and OSH bodies, social partners and individual companies, and we work best when we coordinate our efforts.

Among our other flagship projects, we will continue to develop our European enterprise survey, ESENER, which has given us such a valuable picture of the current state of OSH in European workplaces. We will continue to improve the survey's methodology, and begin to survey smaller companies (of five workers and above), while at the same time focusing on further areas of concern, such as musculoskeletal disorders.

Over the last year, we have started to plan for a more 'portfolio' approach to our work, in which we take more account of the differing needs of the Member States and of the social partners at Member State level, and do more to adapt our products, and the way that we disseminate them, to those particular needs. This will involve more negotiation with the Member States about what they need, of course, both in terms of the topics that we cover and the way that we provide our products.

Another priority for us in the coming year will be to continue to strengthen our network of focal points. From our many visits to Member States in 2012, we have received some very useful feedback from the focal point networks, concerning improvements that could be made in the way that we communicate with them, for example. At a time when fewer resources are available, our close relationship with the focal point manager is especially important to our work.

And at a time when we, too, are having to make better use of limited resources, we will continue to find ways of improving and evaluating our processes in-house, thus improving the governance of the Agency — for example through establishing a sustainable quality management system.

Of the major projects coming up in 2013 and after, we have already begun preparations for the next Healthy Workplaces Campaign for 2014–15, which will be on the subject of psychosocial risks. As our ESENER survey has shown, this is a very important subject at the moment.

In 2013, we at the Agency will also continue with what we have always done. Reaching out to new audiences with messages about the importance of OSH, including making the business case for OSH in these difficult times — the fact that devoting time and resources to OSH is an investment and that good OSH is good for business, providing trusted information to organisations across Europe and giving them the practical tools to help them keep their employees safe.

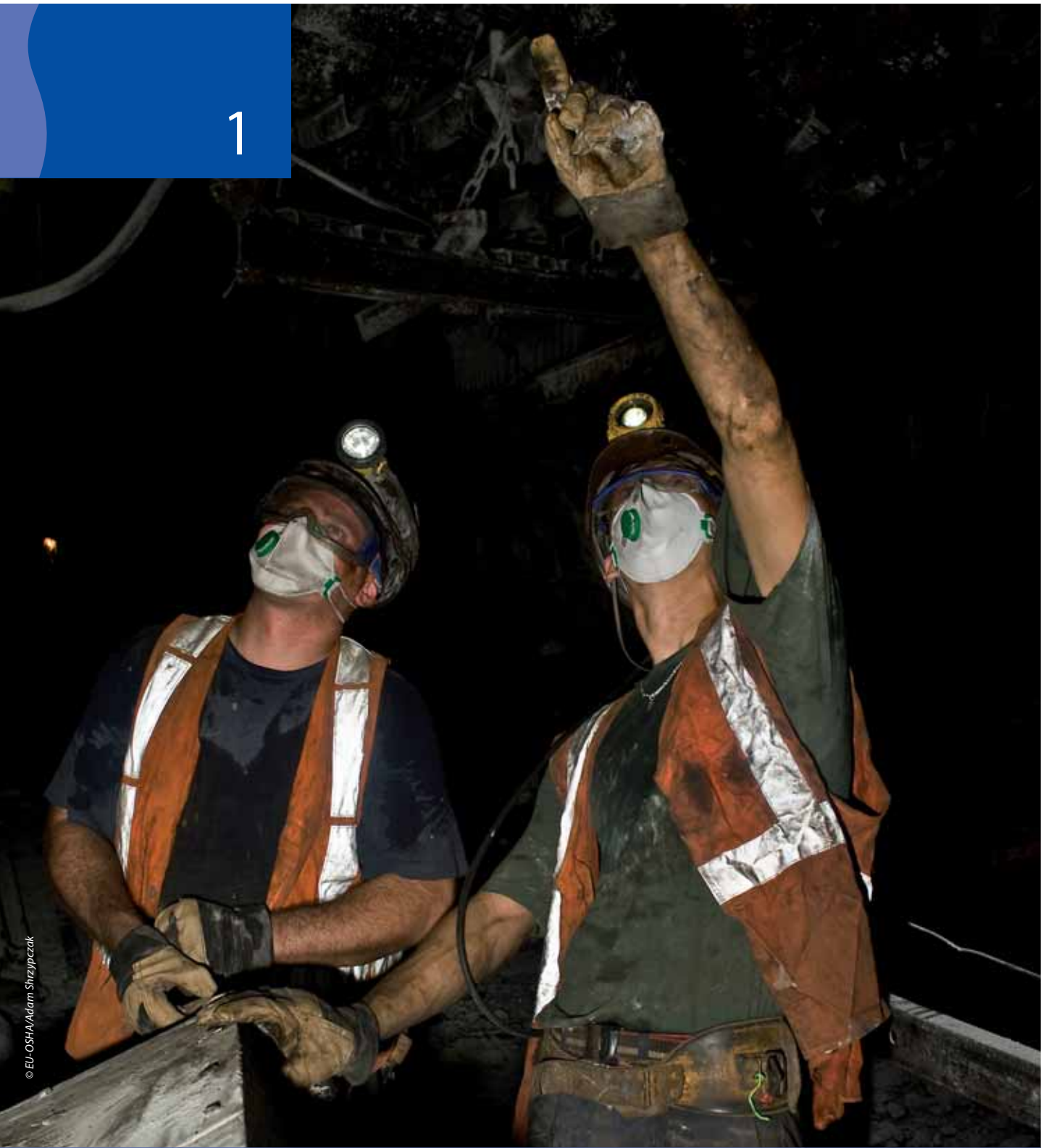
We would like to thank the focal points networks and our many other stakeholders and partners who play such an important part in our continued success. We would also like to thank the Agency's staff for the excellent work that they have carried out during the year.

Christa Sedlatschek, Director

Gertrud Breindl, Chair of the Agency Governing Board



1



© EU-OSHA/Adam Shizpyszczak

We anticipate new and emerging risks;  
we identify and share good practice and advice.



# Key activities in 2012

## 1. Collecting and analysing information

### The European Risk Observatory

#### Foresight project (green jobs)

The year 2012 saw the completion of the first of the Agency's flagship Foresight projects, which has involved anticipating the longer-term risks associated with the fast-growing area of 'green' jobs; those which involve technology or practices which are designed to reduce environmental impact. By developing scenarios of what might happen given certain technological developments or changes in society and the implications of these changes for OSH, the aim has been to stimulate debate, to make clear to decision-makers the implications of particular courses of action, and how they might avoid possible future risks.

The project ended with a final policy workshop aimed at testing and consolidating the various scenarios that had been developed and to see how they could lead to various policy options for addressing the issues that the project has raised. The workshop involved a number of policymakers, whose insights were very valuable, and whose involvement demonstrates the value of the scenarios in engaging stakeholders. The final report and a summary of the project entitled 'Green jobs and occupational safety and health: Foresight on new and emerging risks associated with new technologies by 2020', will be published during 2013 and will be available via a new web section on the Agency website. It will also feature a series of drawings that have been produced to support the project and which convey the atmosphere of the various scenarios.

As a follow-up to this project, some of the technologies that it has highlighted will be explored in greater depth. The year 2012 has already seen a report being prepared on OSH in relation to wind energy, and further reports on OSH issues in relation to small-scale solar energy applications and green construction are due to be published in 2013.



## Nanomaterials

A new Agency report highlighted the gaps that exist in our awareness of the potential risks involved in handling nanomaterials — materials at the very small scale. The literature review, entitled ‘Risk perception and risk communication with regard to nanomaterials in the workplace’, found that, despite the increasingly wide use of nanomaterials in a variety of applications, communication of the potential risks posed by such materials is still poor, with a majority of Europeans not even knowing what nanotechnology is.

To accompany the report, the Agency also developed a database of examples of good practice in the management of manufactured nanomaterials, as well as highlighting such initiatives that do exist to communicate the risks of manufactured nanomaterials.

Having identified shortcomings in risk communication in this area, and in particular a lack of information material targeted at the workplace, the Agency has already begun to take action — three studies are currently being produced, on the risk management tools that are available for the handling of nanomaterials, on nanomaterials in the healthcare sector and associated risks to workers, and on nanomaterials and maintenance activities. The plan is by mid-2013 to have a dedicated web section on OSH and nanomaterials on the Agency website, for the material that the Agency is developing, as well as similar work which is being produced by the EU social partners on nanomaterials in construction and furniture.

## OSHWiki — review and analysis of research

The OSHwiki is a website that can be developed collaboratively by a community of authorised users, who can add to and modify the content. Work has been continuing over the last year to prepare for the pre-launch of the OSHwiki in 2013, with articles being added on key topics relevant to the Agency’s work programme, starting with the broad areas of OSH management, accident prevention, psychosocial risks, musculoskeletal disorders and dangerous substances. The Agency has begun to identify organisations and individuals as potential authors, and has continued to maintain regular contacts with its American counterparts in this project.

## New and emerging risks — ESENER

Another of the Agency’s flagship projects in recent years has been the European Survey of Enterprises on New and Emerging Risks (ESENER), which, for the first time, has given us a real-time picture of how some important workplace risks are being managed in

Europe, especially in relation to psychosocial risks such as work-related stress, violence and harassment.



Following completion of fieldwork in 2009 and publication of an initial report on the survey findings in 2010, the focus has now shifted to secondary analysis of the great store of valuable data that the survey produced. Four reports were published in 2012, entitled ‘Management of occupational safety and health’, ‘Worker representation and consultation on health and safety’, ‘Management of psychosocial risks at work’ and ‘Drivers and barriers for psychosocial risk management’. In addition, a synopsis report was published that summarises the main findings of these four studies: ‘Understanding workplace management of safety and health, psychosocial risks and worker participation through ESENER’. The overall conclusion of the reports is that most European companies still do not have procedures for managing workplace stress and other psychosocial risks, despite the increasing threat that they pose to Europe’s workers. The reports looked at the factors that make businesses more likely to succeed in addressing these issues, and the barriers that many businesses encounter in trying to deal with psychosocial risks. The conclusions of the first ESENER survey will help to shape the forthcoming Healthy Workplaces Campaign 2014–15, which will make available practical tools for dealing with psychosocial risks.

Further secondary analyses of the initial ESENER survey results continue to be carried out, including one looking at why, given the same legal requirements, OSH management is carried out very differently in different Member States.

At the same time, plans for a second ESENER were approved by the Agency’s Governing Board, with fieldwork being planned for 2014. Feeding into the design and development of the new round of ESENER are the four secondary analysis reports that were published, and also an *ex post* evaluation of ESENER carried out for the Agency by the Institute for Employment Studies. A large-scale, qualitative post-test study is also being carried out, in which

respondents to the first survey are being contacted again for more in-depth follow-up interviews.

The aim of this work is to build an in-depth understanding of results from the survey and to understand more about how OSH is managed in the workplace, as well as assessing the usefulness of ESENER and identifying ways in which it could be improved, making it more relevant to stakeholders, more effective in achieving its objectives, more efficient in its use of resources and more likely to have an impact. One particular suggestion to be taken on board is that the ESENER survey be extended in future to cover smaller-sized establishments, including those with five employees or more.

## Working Environment Information

### Healthy Workplaces Campaigns

A number of practical guides and information sheets have been published throughout the year in support of the Healthy Workplaces Campaign 2012–13, which is entitled ‘Working together for risk prevention’ — several of these publications have benefitted from the involvement of the social partners. They include two complementary guides, prepared in conjunction with the European Trade Union Confederation (ETUC) and BUSINESSEUROPE, on worker participation and management leadership in relation to OSH. In addition, an expert analysis identifies cross-cultural differences in OSH leadership and worker participation, and another study looks at ways that organisations can promote good OSH through their supply chains. Both are to be published in 2013.



© EU-OSHA/Luboš Paukeje

Work has already begun in preparation for the Healthy Workplaces Campaign 2014–15, which will focus on psychosocial risks. It will aim to get across the message that psychosocial risks, while challenging, can be successfully managed just like other OSH risks. Given the current lack of awareness of psychosocial risks, and of guidance and practical knowledge in dealing with them, the campaign will focus especially on practical solutions and tools that are available to deal with this issue, and on convincing micro- and small-sized enterprises, in particular, that this is an important subject that they can tackle successfully.

In 2012 the Agency carried out a survey of the focal points, to find out what support they need in relation to the 2-yearly campaigns, and the survey results have helped to shape the products that are being developed for the next one. These include a portable offline application aimed at micro- and small-sized enterprises, showing simply what psychosocial risks are, how they can be prevented and why it is necessary to manage them. This is an area which is particularly prone to confusion and misconceptions, where employers frequently feel under pressure themselves, and where (since stress can originate in workers’ private lives, too) it is not always clear what is the most appropriate course of action.

Other ongoing projects that are related to the forthcoming campaign include the development of a module specifically related to psychosocial risks, for use with the Agency’s Online interactive Risk Assessment (OiRA) tool, which is currently being tested.

### Older workers project

In 2012 the European Parliament set up a EUR 2 million pilot project on the health and safety at work of older workers that the European Commission delegated to the Agency. Preparations have begun for this project that will examine OSH in the context of an ageing workforce, with the aim of informing policy development and providing examples of good strategies and practices for helping older workers stay healthy. The project will involve an investigation into policies and activities that exist at European and Member State levels, relating to the OSH of older workers, and to the rehabilitation of older workers following an OSH-related problem. The project will include qualitative elements, recording the points of view of employees in the workplace concerning their experience of the issue and opinion of what works in dealing with it. A call for tender for this project was launched in 2012, with the focus on identifying examples of successful and transferable practices in this area, and identifying policy options that can be acted upon. The project itself is planned to run to 2015.



© EU-OSHA/Emmanuel Bland

## OiRA

The Agency's Online interactive Risk Assessment (OiRA) tool is made available for free online, and gives micro- and small-sized enterprises, especially, a simple and cost-effective means of carrying out risk assessments and helping to demystify the process, while at the same time highlighting the importance of risk assessment as the cornerstone of health and safety management.

Since the launch of the OiRA in 2011, the Agency has continued to develop the tool at both the Member State and EU levels, with specific tools being made available covering hairdressing and office work in Cyprus, road transport in France, and the leather and tanning industry throughout the EU. Following a usability test in 2012, the tool is also being made more user friendly. The Agency has been particularly active in developing an OiRA community, and promoting OiRA to the OSH authorities in a number of Member States, collaborating with several of them to develop their own OiRA tools. And the Agency has continued to work closely with social partners in a range of industry sectors, to develop sector-specific OiRA tools. The leather and tanning sector tool has already been completed, while the development of several others will continue in 2013.

Over the last year the Agency has increased the range of resources that it has at its disposal for promoting OiRA — among others, a film clip promoting the tool (which is also available on YouTube) is now available on the dedicated OiRA website (<http://www.oiraproject.eu>). There is also a case study showing how one of the first OiRA tools was developed in Cyprus: a sector-specific tool relating to the hairdressing industry, which sees high rates of occupational skin diseases and musculoskeletal disorders. The Agency has continued to provide training in the use of the OiRA tools generator, and a helpdesk to support the OiRA partners. Publications that have been developed during the year include a guide to promoting the OiRA tool, aimed at the OiRA partners, and a guide to funding the work of developing OiRA tools, which will be published in 2013. New OiRA modules that have been released

include ones on psychosocial risks and risk-related maintenance activities.



Courtesy of the Cypriot Department of Labour Inspection

## Workplace health promotion

Workplace Health Promotion (WHP) relates to the efforts of employers, employees and society more widely to improve the health and wellbeing of people at work. This is achieved for example through improving work organisation and the working environment, and encouraging workers to make healthy lifestyle choices. It involves employers going beyond their strict health and safety obligations, to try to help improve the health of workers — for example by offering healthy canteen food or helping employees deal with stress or give up smoking. In return, employers gain from the improvements in worker productivity that this will bring.

The year 2012 saw the publication of a number of *E-facts* which formed the basis of a mini-campaign on smoke-free workplaces: 'Tobacco: advice for smokers on health effects', 'Tobacco: advice for non-smokers on health effects' and 'Tobacco: advice for

employers on creating a smoke-free working environment'. Developed in collaboration with the European Commission's Directorate-General for Health and Consumers, they give advice on the health effects of smoking and the benefits of giving up, and advising employers on how to create a smoke-free environment in the workplace.

Two literature reviews were also finalised, on the motivating factors for both employers and employees in participating in WHP schemes. Other information sheets that were published during the year focused on health promotion among young workers, mental health promotion in the workplace, and family issues and work/life balance.



The Agency has also been taking part in a WHP expert group, together with the International Labour Organization (ILO), the World Health Organization (WHO), Member State representatives, and the European Commission's Directorates-General for Health and Consumers and for Employment, Social Affairs and Inclusion. Based on discussions between these bodies, the aim is to extend the WHP project to a broader approach to well-being at work, and the creation of a positive working environment. A policy overview has been started, looking at different notions of well-being at work, and what is currently being done at the Member State and EU levels, and in the ILO, to promote it. In 2012 a collection of case studies was also finalised, showing how the concept is understood within businesses, and how they are implementing it.

## Education

As part of its ongoing project on the subject of integrating or 'mainstreaming' OSH into education, the Agency published a factsheet and series of case studies (entitled 'Training teachers to deliver risk education — Examples of mainstreaming OSH into teacher training programmes') on good practice in training teachers (including those who are already working) in OSH, and in delivering risk education. Getting risk education properly embedded in training programmes for teachers is a difficult task — perhaps even more difficult than getting it into the school curriculum — but various approaches and methods are identified, which could be considered.

The Agency has also been working hard in networking around the subject of mainstreaming OSH in education, attending a number of meetings and workshops, including one organised by the WHO and another by the European Network Education and Training in Occupational Safety and Health (ENETOSH), looking at ways of cooperating on mainstreaming at international level.

## Other projects

The Agency is reviewing economic models that assess the cost of poor or non-OSH at macro level. The project aims to provide an in-depth description and comparative analysis in order to understand the rationale behind the different estimates and get a better knowledge of the economic impact of poor OSH. The report will provide information to support policymakers at European and national levels and a basis for debate on key issues around the subject.

Together with the European Transport Safety Council, the Agency also organised an awareness-raising event on the subject of OSH in the road transport sector, with a particular focus on worker participation in OSH initiatives.



Healthy Workplaces. Good for you. Good for business.

## 2. Communication, campaigning and promotion

### Healthy Workplaces Campaign — ‘Working together for risk prevention’ (2012–13)

The Healthy Workplaces Campaigns continue to spread OSH messages throughout Europe’s workplaces, reaching the EU Member States as well as the EFTA and candidate and potential candidate countries. Their two main objectives are to raise awareness of important issues in OSH, and to bring together people who have an interest in making Europe’s workplaces safer, to exchange ideas and learn from examples of good practice. They involve reaching out to millions of European workers, in their own workplaces and in their own languages.

The Healthy Workplaces Campaign for 2012–13, which is entitled ‘Working together for risk prevention,’ was launched in Brussels in April, with the involvement of László Andor, representing the European Commission, Bo Smith, representing the Danish EU Presidency of the Council of the EU, and Agency Director Christa Sedlatschek. The campaign’s focus is on the importance of management leadership and worker participation in improving workplace safety and health: evidence from the Agency’s own ESENER survey shows that OSH performance is much higher in those organisations where there is strong worker participation in OSH, combined with management commitment.



A partnership meeting was held in Brussels on 28 March 2012, to help recruit official campaign partners: it involved over 100 participants from a wide range of organisations, including European social partners, multinational companies and pan-European organisations.

As in previous years, the campaign is being led at the national level by the focal points and the Agency is supporting them in organising their own awareness-raising events, through the European Campaign Assistance Package (ECAP). These events include press conferences, national partnership meetings, seminars and journalist visits. The Agency has also provided the focal points with exhibition kits and a variety of promotion material.



Many of the campaign activities which take place at national and European levels are organised around the European Week for Safety and Health at Work, which takes place in October every year. Some of the more unusual awareness-raising events in 2012 included adding the logo of the Agency’s current Healthy Workplaces Campaign to tickets in the Cyprus lottery, which is very popular among Cypriot employees. In Ireland, meanwhile, a construction company spread the risk prevention message via ‘toolbox talks’ (short presentations to the workforce on essential aspects of health and safety), as well as through a competition, and a comic book illustrating the dangers of children playing on building sites.

The official campaign partners play a prominent role in the campaign. In total, 87 organisations have joined, a record number of official partners for any Healthy Workplaces Campaign: they include European social partners, multinational companies and not-for-profit, pan-European organisations. A number of them are working with the Agency for the first time, showing how successful the campaign has already been for the Agency in creating new partnerships. In return for promoting the campaign through their own networks, communications channels and meetings, the partners are offered many opportunities for networking and partnership-building with other companies and associations engaged in OSH topics, as well as the opportunity to share good

practice and to use the campaign to support and promote their own activities.

The Healthy Workplaces Campaign is being supported by a campaign guide and a range of other materials, including posters and leaflets, guides and presentations, and films featuring the popular cartoon character, Napo. And for the first time, information material for the campaign has included an iPad app, which has already gained a good deal of interest. The campaign materials are translated into 24 languages, and made freely available from the website (<http://www.healthy-workplaces.eu>).

As in previous years, the current campaign includes a Good Practice Awards competition, with good ideas from across Europe being recognised at a special ceremony in Dublin (under the auspices of the Irish Presidency of the Council of the EU) in April 2013. Some 50 entries had been received by the closing date in October 2012. In keeping with the theme of working together, winning businesses will be sending one employee and one manager to receive their awards.



## Awareness-raising activities

### European opinion poll — public perceptions of OSH

The second European Opinion Poll on Occupational Safety and Health was carried out: the poll, conducted by Ipsos MORI on behalf of the Agency, measured the opinions of over 35 000 members of the general public in 36 European countries on contemporary workplace issues, including job-related stress and the importance of occupational safety and health for economic competitiveness and in the context of longer working lives.

Poll results support a number of Agency activities: for example 8 in 10 of the working population across Europe think that the number of people suffering from job-related stress over the next 5 years will increase (80%), with as many as 52% expecting this to 'increase a lot'. This echoes the findings of the Agency's ESENER survey on new and emerging workplace risks, which found that 79% of managers think that stress is an issue in their companies, making stress at work as important as workplace accidents for companies.

The poll additionally found that the large majority of Europeans (86%) agree that adopting good OSH practices is necessary for a country's economic competitiveness, with 56% strongly agreeing.

Finally, in the European Year for Active Ageing and Solidarity between Generations, the poll found that 87% of the general public across Europe believe that good OSH practices are important to help people work for longer before they retire.

The opinion poll was one of the Agency activities that gained the most media attention over the year (460 out of 1 400 clippings), and it helps to provide some supportive arguments for the Agency taking action (such as the forthcoming Healthy Workplaces Campaign on psychosocial risks).

Preparatory work has also begun for a third pan-European poll, due to take place in 2013, which will look at the main factors behind work-related stress, as well as what can be done in workplaces and at the EU level to help companies better manage age in the workplace.

### European Year for Active Ageing

The year 2012 was the European Year for Active Ageing and Solidarity between Generations, and the Agency took an active part in it, making information available on how to help employees stay fit for work for longer.

There are important demographic changes happening in the European Union, with higher life expectancy and lower birth rates meaning that over the next few decades we are likely to see a big increase in the proportion of older workers. At the moment, less than half of all 55-to-64-year-olds in the EU are working, with most older workers leaving the job market before the age at which they qualify for a state pension.

As part of its involvement in the year, the Agency provided a wide range of information, including a new ageing workers web feature, with practical examples of measures to improve working conditions for older people (including adapting work tasks and carrying out age-sensitive risk assessments), and to help older people maintain their 'work ability' over time. If we want people





© EU-OSHA/Filip De Smet

to be able to stay in their jobs for longer, then we need to ensure that occupational safety and health is taken seriously throughout their working lives: in most cases, people retire early because of health problems (and especially, because of work-related health problems).

Helping people work for longer involves action being taken, both by individual employers and by policymakers, to adapt workplace tasks to an ageing workforce, and to counter some of the discrimination that can exist towards older workers.

As part of this project, the Agency also published articles by Professor Juhani Ilmarinen, entitled 'Promoting active ageing in the workplace,' and 'Working better, for longer' by Christa Sedlatschek.

### Smoke-free workplaces

The Agency took part in World No Tobacco Day, launching its 'Smoke-free workplaces' awareness-raising campaign, which supports the pan-European campaign 'Ex-smokers are unstoppable' that was organised by the European Commission's Directorate-General for Health and Consumers.

The campaign aims to support employers and employees in creating smoke-free workplaces, regardless of the existing

national regulation in each Member State. Three leaflets in 24 languages, a video clip entitled 'Lungs at work' featuring the cartoon character Napo, and other information materials were launched in support of the campaign.



© Napo Consortium

### Classification, labelling and packaging of chemical substances

Another Agency project in support of a European Commission campaign was its work in developing a new toolkit, highlighting changes to the labelling of chemical substances. The toolkit helps employers and workers to handle dangerous substances with care, and keep themselves safe at work.



© EU-OSHA/Tímea Deli

The new online toolkit was developed in cooperation with the European Chemicals Agency (ECHA) and includes the film 'Danger: chemicals!' featuring Napo, a poster and a leaflet.

New hazard pictograms for chemical products are being gradually introduced in the EU Member States as part of a globally harmonised system, but recent research by ECHA shows that many of these pictograms are not recognised or properly understood. The Agency's toolkit reminds employers and workers of the new signage and helps them understand what they mean.

About 15 % of Europe's workers report handling dangerous substances as part of their daily work. A new dedicated section on the Agency's website provides access to the toolkit and a variety of additional training materials and guidance documents, as well as 'frequently asked questions' on CLP (the European Union's classification, labelling and packaging regulation) and the REACH (Registration, evaluation, authorisation and restriction of chemicals) regulation.

## Healthy Workplaces Film Award

For the fourth year running, the Agency presented its Healthy Workplaces Film Award at the International Leipzig Festival for Documentary and Animated Film (DOK Leipzig).

The film award promotes the importance of workplace health and safety across Europe, by challenging and encouraging film-makers to create and showcase documentaries on workplace safety and health topics. This year's winner was 'Pablo's Winter' by Chico Pereira of Spain, which tells the story of a retired worker, one of the last generation of miners in a now closed, 2 000-year-old mercury mine. The film conveys the need to increase the employability of workers to avoid early retirement or redundancy as they get older.

Ten thought-provoking films from international film-makers were shortlisted from the more than 2 850 documentaries submitted to DOK Leipzig this year, with the winner decided by an international jury which included film and OSH experts. Festival visitors were also able to see an exhibition of the Agency's photo competition, held at the Museum of Fine Arts in Leipzig.

The winning film of the 2011 award, entitled 'Work Hard — Play Hard', was reproduced and distributed as a DVD with subtitles in 24 languages to the Agency network of focal points.

## Napo for teachers

In 2012 the Agency was involved in an exciting new project aimed at introducing basic health and safety knowledge to primary schoolchildren. The 'Napo for teachers' initiative makes





a variety of educational aids available to teachers online. Aimed at children aged between 7 and 11, the resources are based on the cartoon character Napo, who helps to spread the message of workplace safety and health in an engaging way. The project is part of the Agency's ongoing attempts to integrate OSH topics into the educational curriculum, to help children establish good habits in safety and health, which will serve them well throughout their working lives.

The free, downloadable lesson plans cover topics that primary schoolchildren are likely to encounter at home and at school, including safety signs, risks to the skin and back, and the identification of risks and hazards.

Each of the six lesson plans includes a dedicated helpsheet for teachers to introduce them to the subject, and they are accompanied by tailored video clips. The Napo video clips and creative activities are intended to explore the topics in an enjoyable and informative way, while the interactive nature of the lesson plans ensures that the children are kept interested. The teaching toolkits have been designed to fit into existing curriculum subjects, such as personal, social and health education, science, maths and citizenship.

In 2012 the online toolkit was made available in seven languages (English, Spanish, French, Danish, Slovenian, German and Italian) and promoted in 11 Member States as part of this step-by-step initiative. In 2013 other focal points will be offered the opportunity to join the project.

## Press office

Throughout the year, the Agency was busy with press, media and public relations activities at EU and national levels, including writing press articles and organising press conferences. The press office issued 14 press releases and answered more than 80 media requests, wrote 34 articles and organised 26 interviews.

A media visit was organised at the Agency's premises for a group of Spanish journalists, accompanied by the press officer of the representation of the European Commission in Spain, for a pre-launch of the Healthy Workplaces Campaign.

Journalists and editors were also welcomed at the celebration of Europe Day in May in Bilbao and at the DOK Leipzig festival in early November.

The work of the Agency's press office generated around 1 400 online clippings and around 1 800 social media posts, monitored via an online platform from a new company which was awarded the contract as a result of a call for tender for online and social media monitoring and successfully implemented within the year.



The year saw the launch of a new media partnership project, to accompany the current Healthy Workplaces Campaign. Twelve leading European occupational safety and health magazines now help the Agency promote the campaign and the Agency offers them a platform to connect, inform and reach out to its networks and stakeholders in Europe and beyond.

## Events

The Agency continued to take an active part in various European and international conferences and exhibitions. Highlights of the year included the celebration of Europe Day (on 9 May) and European Week (22 to 24 October), which saw the Agency taking to the street in Bilbao to raise awareness of its contribution to the EU, the Interprotect Fair in Brno in the Czech Republic in September, and a major OSH conference organised in collaboration with the Cyprus Presidency of the Council of the EU in October which helped to raise awareness especially of the OiRA tool.

## Website and online information

Highlights of the year on the Agency website include the development of a new online strategy that will complement the new Agency's strategic programme, when that is finalised. A benchmarking study, comparing the Agency's online presence with that of other, comparable organisations, has helped to feed into this process. A redesign was carried out of the Agency's corporate website, which also migrated to a new content management system. The online platform for the Agency's OiRA tool has continued to be developed, and several new topical web sections were developed for the Agency website. The Healthy Workplaces Campaign 2012–13 website was launched together with an iPad application. Finally, the Agency continued to increase its use of social media, with a presence on Twitter, Facebook and LinkedIn.

More than 2 million visitors came to the Agency website in 2012. There are now more than 50 000 people subscribed to the electronic newsletter OSHmail.



## Communication partnerships



The Agency has continued to develop communication partnerships with the European Commission's Directorate-General for Enterprise and Industry, the Executive Agency for Competitiveness and Innovation (EACI) and the Enterprise Europe Network (EEN) to help reach European small and medium-sized enterprises and micro companies with OSH messages. The Agency held a number of national partnership sessions during the year, to try to engage new partners in its strategy to promote the Healthy Workplaces Campaign. OSH information sessions were also held, in which the focal points were able to pass on simple OSH messages to the EEN network members at national level. The Agency took part in the EEN annual conference in Cyprus, as well as the European Congress of Small and Medium-Size Enterprises in Katowice. Finally, an evaluation of the partnership has been carried out, with recommendations for improving the scheme being expected early in 2013.

Networking OSH is a project to complete, enrich and organise already existing national OSH databases, and identify both public and private contacts among groups such as OSH consultants and advisors, safety managers, occupational doctors and vocational schools.

## Visual communication

The Agency has continued to explore visual media as a means of promoting good OSH. It has enriched its digital assets library, with photo assignments being carried out in six different countries, and images being commissioned on a range of themes that are important to the Agency's work, including gender, OSH and minorities, active ageing and psychosocial risks.

The Agency has also provided support to the focal points in putting on OSH-related photo exhibitions in the different Member States.

## Publishing activities

The Agency has continued with its programme of publishing, helping to bring in-depth and topical OSH information to a wide range of audiences across Europe. Ten new Agency reports, six literature reviews, three factsheets, 11 *E-facts* and a wide range of articles and audiovisual material were published during the year. For the Healthy Workplaces Campaign alone, more than 20 publications and products were finalised and distributed in 2012. See Annex 10 for a detailed overview of all publications.

A call for tender covering editing and copywriting services was successfully implemented, and another covering graphic design services was launched.



The more partnerships we build the stronger we are.

# 3. Networking and coordination

## EU and international networking

The Agency is a networking organisation. It functions by engaging with existing occupational safety and health actors to create a network that generates social capital in occupational safety and health.

The principal network of the Agency is that of the focal points. Created by the Agency's founding regulation, this network consists of the 27 EU Member States, the three EEA-EFTA countries and Switzerland, and the countries involved in the pre-accession programmes. Each of these network members in turn manages a tripartite national network involving the social partners, to allow knowledge transfer to and from the Agency and the national stakeholders. European social partners and the Commission are also included in the focal point network.

As part of its commitment to supporting the national focal points and their networks, the Agency organises visits to national networks, as well as training and support for focal points.

At an international level, the Agency collaborates with international organisations active in occupational safety and health, including the ILO, WHO and ISSA, to ensure that a consistent, structured approach to prevention is taken globally.

The Senior Labour Inspectors' Committee (SLIC) is another network with which the Agency actively engages. Labour inspectors are key actors in occupational safety and health, as they enter Europe's workplaces and enforce national legislation. With SLIC, the Agency looks to ensure a complementarity of approaches and an ongoing sharing of knowledge.

Significant developments over the last year include engagement with stakeholders in preparing a new multiannual strategic programme for the Agency, and the continued dissemination of OSH information to the European institutions, partners in the European social dialogue, and other European stakeholders.

## Preparing for enlargement

The Agency continues to work to prepare candidate and potential candidate countries for involvement in pan-European OSH activities, for example by organising campaign activities in these countries, and producing Agency information materials in the relevant languages.

## The Brussels Liaison Office

The Brussels Liaison Office has continued to represent the Agency in relation to some of its key partners at EU level — the European social partners, NGOs, lobby groups and the Brussels press corps, as well as the EU institutions themselves.

Over the last year, the Brussels Liaison Office has also been increasingly involved with the official partners of the Healthy Workplaces Campaign. With record numbers of organisations signing up as campaign partners, and with many of those organisations based in Brussels, the Brussels Liaison Office has been interacting with them closely, providing support and helping to organise events, and getting to know the individual needs of particular organisations.

The work of the interinstitutional working group on the future of EU agencies drew to an end in 2012, concluding with a roadmap for the way forward, drawn up by the European Commission. The Brussels Liaison Office assisted the Commission in its work, as well as the other institutions involved (European Parliament and Council), frequently explaining the role of the Agency and highlighting its contribution to assisting Member States.

Regular briefings in the European Parliament on the main projects of the Agency kept the MEPs fully informed of activities, and also assisted them in their role as budgetary authority (together with the Council) to properly oversee the discharge processes.

Together with the Commission, the Brussels Liaison Office assists in the preparation for the EU-US Dialogue in OSH, which in 2012 included a conference in Brussels. This dialogue includes not only the authorities that are responsible for OSH, but also many stakeholders from both sides of the Atlantic, including trade unions and employer organisations. Areas of further collaboration include American involvement in the Agency's OSHwiki and greater cooperation in the area of chemicals.



© EU-OSHA/Filip De Smet



The Brussels Liaison Office ensures full coordination of activities with the Advisory Committee on Safety and Health at Work, and also with Unit B.3 of the Directorate-General for Employment, Social Affairs and Inclusion, based in Luxembourg, on all aspects of the Agency's work. It organises twice-yearly visits by the Agency's director to meet and exchange views with the Luxembourg-based staff, to ensure full transparency and identify priorities for both sides.

Through the Brussels Liaison Office the Agency is also becoming more involved with the European social dialogue, and is cooperating more closely with the sectoral social dialogue committees. Already this is leading to increasing numbers of social partners at the EU level supporting the Healthy Workplaces Campaign and showing an interest in adapting the OIRA tool.

Preparations have also begun for a conference, entitled 'The European social model: a key driver of EU competitiveness', which will take place in the European Parliament in the autumn of 2013. Bringing together four EU agencies in the area of social policy, the conferences look at ways in which they can contribute to competitiveness in the EU.

4



We help employers and workers address safety and health issues effectively.

## 4. Administrative activities

### Seat agreement and new premises

In 2012, negotiations with the Spanish authorities were positive and there are now realistic prospects that a seat agreement may be concluded in 2013.

The negotiations had been put on hold in 2011 as a consequence of the Spanish general election and subsequent change of government. The Agency urged the Spanish authorities to reopen negotiations in a letter sent on 24 April 2012. As a result, the two parties met on 26 September 2012 in Madrid. The Spanish authorities prepared a revised draft of the seat agreement and shared it with the Agency in early January 2013.

The Agency is assessing the possibility to find new office space providing a better working environment as well as reducing significantly the current rental expenditure and related costs.

### Coordination of agencies' heads of administration network

The Agency has had a very proactive role in the framework of the network of EU agencies, both at the level of the heads of agencies/heads of administration and the other subnetworks (heads of communication, accountants, legal network, etc.). The Agency acted as a member of the troika until February 2012, thereby standing on the frontline to facilitate the coordination, information exchange and agreement of common positions on issues of interest for the agencies.

In 2012, the main focus has been on the interinstitutional working group, whose work concluded in December 2012, and the related discussions on the roadmap for its implementation, in support to the heads of agencies. Particular emphasis was given to the debate around the staff regulations' reform, the financial regulations' reform and the next 2014–20 multiannual financial framework.

The Agency participated in all the three meetings that were organised under the chairmanship of the European Chemicals Agency (ECHA) and the European Centre for Disease Prevention and Control (ECDC) in 2012: 8 February and 30 May in Brussels and 17 October in Stockholm.

## Financial management

### Budget

The Agency's total budget for 2012 was approved and financed from the following contributions. Actual amounts are shown in comparison, all amounts in euro.

Sources of revenue	Budgeted	Actual revenue
European Union subsidy	15 060 512	14 047 222
European Commission earmarked funds (IPA II) <sup>(1)</sup>	660 916	660 916
European Commission earmarked funds (Older workers)	1 000 000	1 000 000
Other subsidies	200 000	200 000
Other revenues	p.m.	3 049
<b>Total revenue</b>	<b>16 921 428</b>	<b>15 911 187</b>

<sup>(1)</sup> Including reinscription of amounts cashed before 2012.

Budgeted expenditure by title in 2012 (in euro) was allocated as follows:

• Title I (staff)	5 659 117
• Title II (buildings, equipment)	1 701 300
• Title III (operating expenditure)	7 900 095
<b>Subtotal</b>	<b>15 260 512</b>
• Earmarked activities	1 660 916
<b>Total</b>	<b>16 921 428</b>

Out of the EUR 15 260 512 available in 2012 (not considering earmarked funds), 94.6 % was committed by the end of the year.

With regard to the earmarked activities (running until 2015), 24.1 % of the commitment appropriations available in 2012 were committed by the end of the year.

### Court of Auditors

The Court of Auditors' report for 2011 (OJ C 388, 15.12.2012, pp. 219–225) acknowledged the reliability of the 2011 accounts as well as the legality and regularity of the transactions underlying the accounts. The report includes three observations as well as the Agency's replies.

## European Parliament discharge

The European Parliament voted the discharge to the Agency for its 2010 budget at its meeting on 9–10 May 2012 (OJ C7,-0231/2010-2010/2171(DEC)).

In view of the discharge for 2011, the Agency sent the necessary reports to the European Parliament, the relevant Commission Services and to the Internal Audit Service (IAS) as well as to the rapporteur of the Agencies' discharge for 2011.

## Internal control standards

The IAS annual report for 2011 (8 May 2012) acknowledged the closure of the sole remaining important recommendation from past audits regarding the validation of the accounting system in early 2012.

In May 2012, the IAS conducted an audit on procurement and contract management. The audit report (6 September 2012) includes seven recommendations, two of them very important ones and five important ones. The IAS found the action plan that the Agency submitted in November 2012 appropriate and sensible. Its implementation is ongoing.

# Human resources

## Data protection

The Agency has been working towards the alignment of many administrative procedures to Regulation (EC) No 45/2001 on the protection of personal data, according to the European Data Protection Supervisor's (EDPS) opinions and guidelines. Procedures under review included staff recruitment, health data, staff evaluation, video surveillance, back to work protocol, and human resources management via Allegro (leave and time management, see below).

## Electronic management of human resources

The implementation and the launch of the electronic application EUHR Allegro has been one of the most significant achievements in the area of human resources management. Shifting from a manual to an electronic management system had a twofold objective. On the one hand, it helped the Agency meet the IAS recommendation to put in place traceable procedures as far as human resources are concerned; while on the other, it resulted in a dramatic decrease of paperwork and bureaucracy for Agency

staff, thereby contributing to process efficiency. In addition, it provided a better strategic insight on human resources to the management group, while enhancing transparency in the decision-making process and ensuring a more comprehensive protection of personal data.

In 2012, the Agency also played the key role of coordinator of the consortium of three agencies developing Allegro vis-à-vis the service provider Adequasys, and engaged in an exchange of best practices with other agencies.

Prior to the launch of EUHR Allegro, each procedure was duly revised and documented. Information to staff was provided through a detailed communication plan. The application has been up and running since 31 May 2012.

## Multiannual staff policy plans

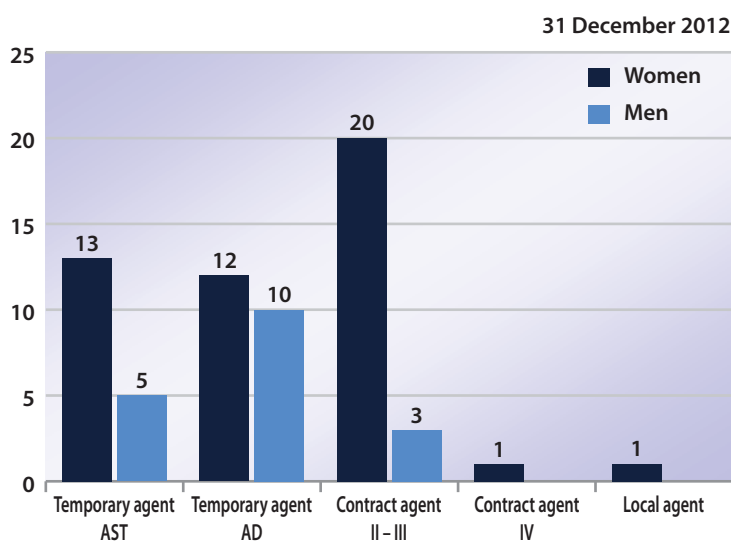
The staff policy plan 2013–15 was prepared and submitted to the European Commission. The Board approved it in March 2012.

Preparatory work for the next staff policy plan (2014–16) started at the end of 2012 for submission to the European Commission early January 2013.

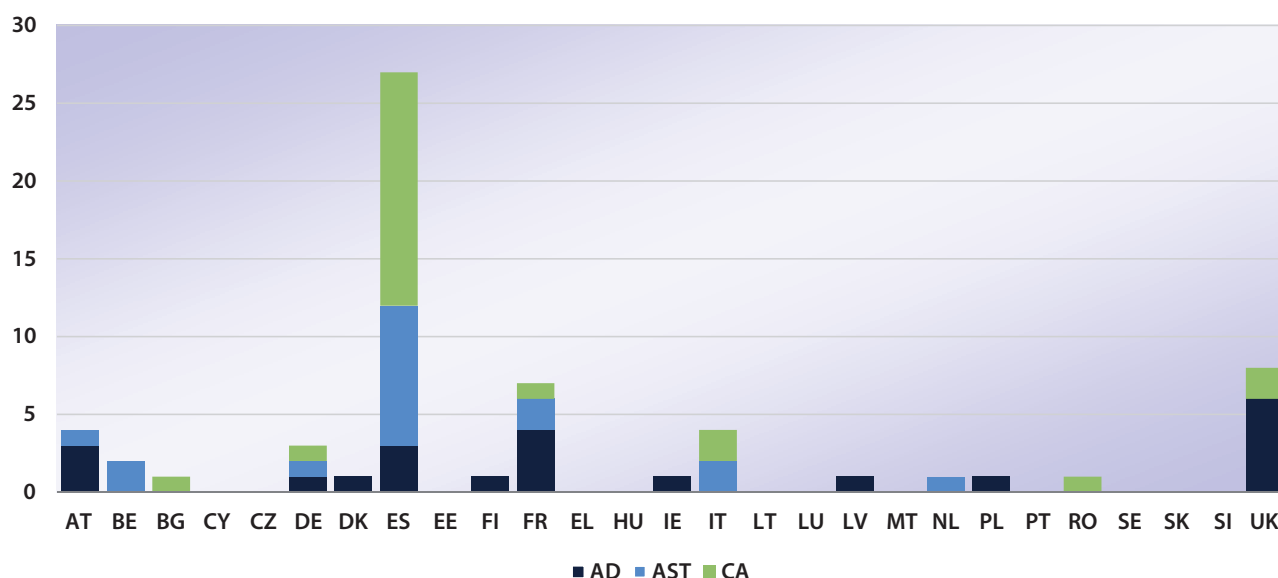
## Recruitments

Two selection procedures launched in 2011 were completed in early 2012 and eight new procedures were launched in 2012, out of which six were completed by the end of 2012.

As at 31 December 2012, the staff composition was as follows.



The distribution by nationality as at 31 December 2012 was as follows.



Figures do not include the temporary agents (AD) to whom offer letters had been sent, but were not yet in post at the year end.

## Implementing rules and Director's decision

Two sets of documents were adopted:

- the 'Code of good administrative behaviour' (Ombudsman's text), that was adopted by the Governing Board in March 2012;
- the 'Implementing rules on leave', that were approved by the Commission on 1 June 2012 and then by the Governing Board by written procedure.

The draft decision on the Director's probationary report, management report and annual appraisal report was prepared and sent to the Commission in autumn 2012. The Agency is now waiting for the green light from the Commission under Article 110 of the Staff Regulations.

## Appraisal and reclassification

In November 2012, the Director signed the decision on reclassification of Agency staff, thereby concluding the appraisal and reclassification exercise related to 2011.

## Training

The management group endorsed the training plan for 2012 early in 2012. The report submitted to the management group in January 2013 acknowledged its timely implementation and positive results.

## Information and communication technology (ICT)

During 2012 the Agency has been gradually upgrading its information technology infrastructure.

Main developments:

- an ICT steering committee was established;
- ICT security and web strategies were developed;
- systems were upgraded to provide up-to-date tools to staff;
- to continue with the established performance standard, the status of user workstations has been reviewed and where appropriate the equipment has been renewed and/or supplemented by applicable ergonomic devices. The strategy for providing travelling staff with modern, lightweight portable computers has been extended;
- the use of Commission framework contracts for acquisition of high-quality ICT goods and services has been confirmed during 2012 as an effective strategy to achieve this goal and will continue in 2013;
- contract procedures have been launched for covering ICT needs such as helpdesk services and mobile and fixed phone communication;
- SharePoint was selected as the electronic data management system for the Agency's internal communication: intranet, shared drives, collaborative workspaces, etc. This project will continue in 2013.

The Agency's ICT section has been transferred to the Communication and Promotion Unit as of 1 January 2013 to ensure that its internal organisation is aligned with the future multiannual strategic programme in which IT and web application support and development (e.g. OiRA, OSHwiki, web and community building services) are set to be an increased part of the Agency's offer to its partners.

## Documentation

There were 9 300 incoming and outgoing mail records registered in the electronic registration tool Adonis and Agency paper and electronic documents were archived.

## Health and safety

Main achievements in 2012 include:

- new emergency procedures in place;
- policy on health and safety management revised;
- organisation of regular emergency drill exercises;
- provision of ergonomic IT equipment and ergonomic furniture for staff.



© EU-OSHA/Cristina Vattelli

# Annexes

Annex 1	Overview of how the Agency and its partners operate
Annex 2	Membership of the Governing Board
Annex 3	Organisation chart of the Agency
Annex 4	Agency staff
Annex 5	Focal points
Annex 6	Overview of focal point network activities
Annex 7	Official campaign partners 2012
Annex 8	Topic centre
Annex 9	Progress towards achieving main objectives
Annex 10	Publications 2012
Annex 11	Finance 2011/12
Annex 12	Board assessment and analysis of the Authorising Officer's Annual Activity Report for the financial year 2012



# Annex 1

## Overview of how the Agency and its partners operate

Every year in the European Union there are more than 3 800 fatal work-related accidents and millions of people are injured or have their health seriously harmed in the workplace. Workers and employers need to be made aware of the risks that they face and how to manage them.

Sometimes, information is all that is required for an employer or worker to address safety and health issues effectively. We at EU-OSHA aim to be the central provider of that information and ensure that it is relevant to every user, regardless of size of enterprise or sector of activity. Set up in 1996 by the European Union and located in Bilbao, Spain, EU-OSHA is the main EU reference point for safety and health at work.

### Our central role is to contribute to the improvement of working life in the European Union

- We work with governments, employers and workers to promote a risk prevention culture.
- We analyse new scientific research and statistics on workplace risks.
- We anticipate new and emerging risks through our European Risk Observatory.
- We identify and share information, good practice and advice with a wide range of audiences, such as social partners, employers' federations and trade unions.

Our main awareness-raising activity is the Healthy Workplaces Campaign, which focuses on a different theme every 2 years.

### How we are organised

#### Director

Austrian health and safety expert Dr Christa Sedlatschek has been Director of the European Agency for Safety and Health at Work since September 2011.

The Director is the legal representative and is responsible for the management and day-to-day running of the Agency, including all financial, administrative and personnel matters. The post is for a term of 5 years, renewable once, and the Director is accountable to the Governing Board.

#### Governing Board

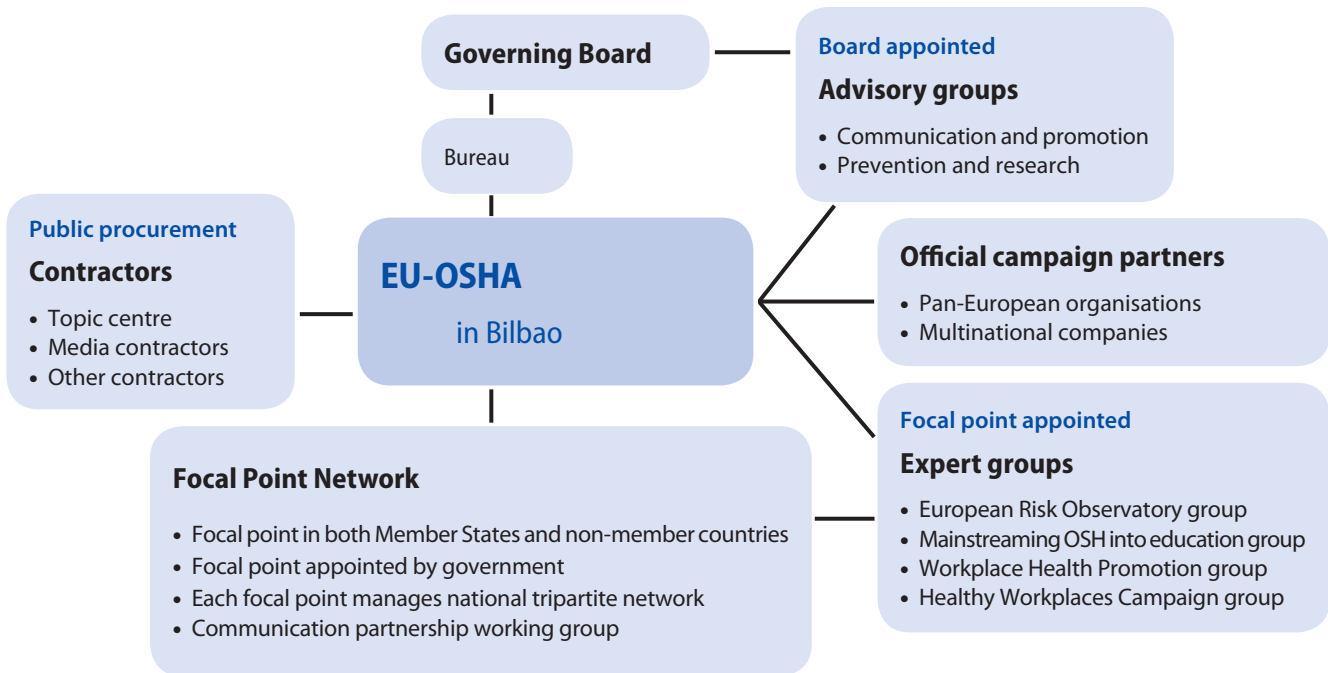
The Governing Board sets the goals and strategies, and identifies priority issues where further information or activity is required. It appoints the Director and adopts the annual management plan and work programme, the Agency's strategy, annual report and budget.

The Board is made up of representatives of governments, employers and workers from EU Member States, representatives of the European Commission and other observers.

#### Bureau

The Bureau works as a steering group, overseeing operational performance, and meets four times a year. It is made up of 11 members from the Governing Board.

## AGENCY STRUCTURE



### Advisory groups

Advisory groups, covering the Agency's Prevention and Research Unit and Communication and Promotion Unit activities, provide us with strategic guidance and feedback on our work. Their members are appointed by EU-OSHA and its Board and include individuals from workers' and employers' groups and government.

### Focal points

Our main safety and health information network is made up of focal points in Member States and candidate and EFTA countries. Focal points are nominated by each government as the official representative and are usually the national authority for safety and health at work.

They support our initiatives with information and feedback and work with national networks including government, workers' and employers' representatives. The focal points contribute to the Healthy Workplaces Campaign, organise events and nominate representatives to our expert groups.

### Expert groups

Several expert groups contribute to our work and provide advice in their field in line with the requirements of the annual management plan. They are nominated by national focal points, together with observers representing workers, employers and the Commission.

### Topic centre

Our topic centre is a consortium of national safety and health institutions under contract to collect and analyse existing national data to support key areas of our work.

### Staff

A dedicated staff of specialists in occupational safety and health, communication and public administration bring with them a wealth of knowledge from around Europe.

## Annex 2

# Membership of the Governing Board (as of December 2012)

The Agency's Governing Board is made up of representatives of each of the 27 Member State governments, employers' and employees' organisations, together with three representatives from the European Commission. In addition, observers are

invited — tripartite delegations from Iceland, Liechtenstein and Norway, two from the European Foundation for the Improvement of Living and Working Conditions and one each from the European Trade Union Confederation and BUSINESSEUROPE.

## Governments

Members	Country	Alternates
Mr Jan BATEN	Belgium	Ms Véronique CRUTZEN
Mr Atanas KOLCHAKOV	Bulgaria	Ms Darina KONOVA
Mr Jaroslav HLAVÍN	Czech Republic	Ms Anežka SIXTOVÁ
Ms Charlotte SKJOLDAGER	Denmark	Ms Annemarie KNUDSEN
Mr Kai SCHÄFER	Germany	Ms Ellen ZWINK
Ms Katrin KAARMA	Estonia	Ms Kristel PLANGI
Mr John NEWHAM	Ireland	Ms Mary DORGAN
Mr Antonios CHRISTODOULOU	Greece	Ms Stamatina PISSIMISSI
Ms Dolores LIMÓN TAMÉS	Spain	Mr Mario GRAU RIOS
Ms Bénédicte LEGRAND-JUNG	France	Mr Olivier MEUNIER
Mr Michele LEPORE	Italy	Mr Mario ALVINO
Mr Leandros NICOLAIDES	Cyprus	Mr Anastassios YIANNAKI
Mr Renārs LŪSIS	Latvia	Ms Jolanta GEDUŠA
Ms Aldona SABAITIENĖ	Lithuania	Ms Vilija KONDROTIENĖ
Mr Paul WEBER	Luxembourg	Mr Robert HUBERTY
Mr János GÁDOR (awaiting official appointment)	Hungary	Awaiting new name
Mr Mark GAUCI	Malta	Mr Vincent ATTARD
Mr Roel GANS	Netherlands	Mr Martin DEN HELD

Members	Country	Alternates
Ms Gertrud BREINDL (Chairperson)	Austria	Ms Anna RITZBERGER-MOSER
Ms Danuta KORADECKA	Poland	Mr Daniel PODGÓRSKI
Mr José Luis FORTE (awaiting official appointment)	Portugal	Mr Carlos PEREIRA (awaiting official appointment)
Mr Marian TĂNASE	Romania	Ms Anca Mihaela PRICOP
Ms Tatjana PETRIČEK	Slovenia	Mr Jože HAUKO
Ms Laurencia JANČUROVÁ	Slovakia	Ms Elena PALIKOVÁ
Mr Leo SUOMAA	Finland	Mr Wiking HUSBERG
Mr Mikael SJÖBERG	Sweden	Mr Per EWALDSSON
Mr Clive FLEMING	United Kingdom	Mr Stuart BRISTOW
Mr Eyjólfur SÆMUNDSSON (Observer)	Iceland	Awaiting new name
Mr Robert HASSLER (Observer)	Liechtenstein	Mr Elmar FRICK (Observer)
Ms Hanne LUTHEN (Observer)	Norway	Ms Thorfrid HANSEN (Observer)
Mr Zdravko MURATTI	Croatia	Mr Miroslav ELEZOVIĆ

## Employers

Members	Country	Alternates
Mr Kris DE MEESTER	Belgium	Mr André PELEGRIN
Mr Georgi STOEV	Bulgaria	Awaiting new name
Mr Karel PETRŽELKA	Czech Republic	Mr Martin RÖHRICH
Mr Sven-Peter NYGAARD (Awaiting official appointment)	Denmark	Ms Anne-Marie RØGE KRAG
Mr Eckhard METZE	Germany	Mr Herbert BENDER
Mr Marek SEPP	Estonia	Ms Marju PEÄRNBERG
Ms Theresa DOYLE	Ireland	Mr Kevin ENRIGHT
Mr Pavlos KYRIAKONGONAS	Greece	Ms Natascha AVLONITOU
Ms Pilar IGLESIAS VALCARCE	Spain	Ms Laura CASTRILLO NÚÑEZ
Ms Nathalie BUET	France	Mr Patrick LÉVY
Ms Fabiola LEUZZI	Italy	Mr Marco FREGOSO
Mr Polyvios POLYVIUO	Cyprus	Ms Lena PANAYIOUTOU
Ms Irena UPZARE	Latvia	Mr Aleksandrs GRIGORJEVS
Mr Vaidotas LEVICKIS	Lithuania	Mr Jonas GUZAVIČIUS
Mr François ENGELS	Luxembourg	Mr Pierre BLAISE
Mr Géza BOMBERA	Hungary	Mr Dezső SZEIFERT
Mr Joe DELIA	Malta	Mr John SCICLUNA
Mr Mario VAN MIERLO	Netherlands	Mr G. O. H. MEIJER

Members	Country	Alternates
Ms Christa SCHWENG (Vice-Chairperson)	Austria	Mr Alexander BURZ
Mr Jacek MECINA	Poland	Awaiting new name
Mr Marcelino PENA COSTA	Portugal	Mr Luís HENRIQUE
Mr Ovidiu NICOLESCU	Romania	Mr Adrian IZVORANU
Mr Igor ANTAUER	Slovenia	Ms Maja SKORUPAN
Mr Róbert MEITNER	Slovakia	Awaiting new name
Ms Katja LEPPÄNEN	Finland	Mr Rauno TOIVONEN
Ms Bodil MELLBLOM	Sweden	Ms Cecilia ANDERSSON
Mr Neil CARBERRY	United Kingdom	Mr Keith SEXTON
Mr Jón Rúnar PÁLSSON (Observer)	Iceland	Ms Guðrún S. EYJÓLFSDÓTTIR (Observer)
Mr Jürgen NIGG (Observer)	Liechtenstein	Ms Brigitte HAAS (Observer)
Ms Ann Torill BENONISEN (Observer)	Norway	Ms Gry MYKLEBUST (Observer)
Mr Nenad SEIFERT	Croatia	Ms Admira RIBICIC

## Workers

Members	Country	Alternates
Mr François PHILIPS	Belgium	Mr Herman FONCK
Mr Aleksandar ZAGOROV	Bulgaria	Mr Ivan KOKALOV
Mr Jaroslav ZAVADIL	Czech Republic	Mr Miroslav KOSINA
Mr Jan KAHR FREDERIKSEN	Denmark	Ms Lone JACOBSEN
Ms Marina SCHRÖDER	Germany	Mr Maximilian ANGERMAIER
Mr Argo SOON	Estonia	Mr Ülo KRISTJUHAN
Mr Sylvester CRONIN	Ireland	Ms Esther LYNCH
Mr Ioannis ADAMAKIS	Greece	Mr Ioannis VASSILOPOULOS
Ms Marisa RUFINO	Spain	Mr Pedro J. LINARES
Mr Gilles SEITZ	France	Mr Henri FOREST
Mr Sebastiano CALLERI	Italy	Ms Gabriella GALLI
Mr Nikos SATSIAS	Cyprus	Mr Nicos ANDREOU
Mr Ziedonis ANTAPSONS	Latvia	Mr Mārtiņš PUŽULS
Mr Vitalius JARMONTOVIČIUS	Lithuania	Mr Gediminas MOZŪRA
Mr Marcel GOEREND	Luxembourg	Mr Raffaele PAOLETTI
Mr Károly GYÖRGY	Hungary	Ms Erika KOLLER
Mr Jesmond BONELLO	Malta	Mr Joe CARABOTT
Mr Rik VAN STEENBERGEN	Netherlands	Ms Sonja BALJEU
Ms Julia NEDJELIK-LISCHKA	Austria	Mr Alexander HEIDER

Members	Country	Alternates
Mr Dariusz GOC	Poland	Ms Iwona PAWLACZYK
Mr Fernando GOMES (Awaiting official appointment)	Portugal	Awaiting new name
Mr Adrian COJOCARU	Romania	Ms Maria GHIMPĂU
Ms Lučka BÖHM	Slovenia	Ms Andreja MRAK
Mr Bohuslav BENDÍK	Slovakia	Mr Alexander ŤAŽÍK
Ms Raili PERIMÄKI	Finland	Mr Erkki AUVINEN
Ms Christina JÄRNSTEDT	Sweden	Mr Börje SJÖHOLM
Mr Hugh ROBERTSON	United Kingdom	Ms Liz SNAPE
Mr Björn Ágúst SIGURJÓNSSON (Observer)	Iceland	Ms Gudrun S. EYJÓLFSDÓTTIR (Observer)
Mr Sigi LANGENBAHN (Observer)	Liechtenstein	Ms Petra SOHLER (Observer)
Ms Marianne SVENSLI (Observer)	Norway	Mr Jon Olav BERGENE (Observer)
Awaiting new name	Croatia	Awaiting new name

## European Commission

Member	Alternate
Mr Armindo SILVA Employment, Social Affairs and Equal Opportunities DG	Mr Costas CONSTANTINOU Employment, Social Affairs and Equal Opportunities DG
Mr Jesús ALVAREZ Vice-Chairperson Employment, Social Affairs and Equal Opportunities DG	Awaiting new name
Mr Norbert ANSELMANN Enterprise and Industry DG	Awaiting new name

## Observers

Member	Alternate
Mr Juan MENÉNDEZ-VALDÉS European Foundation for the Improvement of Living and Working Conditions	Ms Erika MEZGER European Foundation for the Improvement of Living and Working Conditions
Mr Jerzy CIECHANSKI Chairperson of the Board of the European Foundation for the Improvement of Living and Working Conditions	
Ms Rebekah SMITH Business Europe	Ms Valérie CORMAN Conseil National du Patronat Français (CNPF)
Ms Judith KIRTON-DARLING European Trade Union Confederation (ETUC)	

# Annex 3

## Organisation chart of the Agency (as of 31 December 2012)

### GOVERNING BOARD

### BUREAU

### DIRECTOR

#### Network Secretariat

Network management  
Strategic planning  
Performance monitoring  
Legal adviser  
Brussels Liaison Office  
Enlargement

#### Resource and Service Centre

Personnel management  
Finance  
Accounts  
Internal control systems  
Information technologies  
General services  
Documentation

#### Communication and Promotion Unit

Campaigning  
European campaign assistance package (ECAP)  
Communication partnerships  
Promotion, media relations and events  
Web development and electronic communications  
Publications  
Monitoring and evaluation

#### Prevention and Research Unit

Good safety and health practice  
Information collection, analysis and dissemination  
Sector-specific information  
Campaign — technical content  
Good Practice Awards  
Online interactive Risk Assessment (OiRA)  
Identification of new and emerging risks  
Fostering research at EU level  
Monitoring trends  
Stimulating debate

# Annex 4

## Agency staff (updated 31 December 2012)

### DIRECTORATE

Dr Christa Sedlatschek (AT), Director  
Ms Irune Zabala (ES), Personal Assistant

### PREVENTION AND RESEARCH UNIT

Mr Eusebio Rial González (UK), Head of Unit  
Ms Emmanuelle Brun (FR), Senior Project Manager  
Ms Teresa Cardás (ES), Administrative Assistant  
Mr William Cockburn (UK), Senior Project Manager (Acting Head of Unit as of 1.10.2012)  
Ms Sarah Copsy (UK), Project Manager  
Mr Dietmar Elsler (DE), Project Manager  
Ms Julia Flintrop (DE), Project Manager  
Mr Alexandre Herte (BE), Finance Assistant  
Mr Xabier Irastorza (ES), Project Officer  
Ms Berta Lejarza (ES), Administrative Assistant  
Ms Malgorzata Milczarek (PL), Project Manager  
Mr Lorenzo Munar (ES), Project Manager  
Ms Kate Palmer (UK), Administrative Agent — OSH Projects and networking  
Ms Zinta Podniece (LV), Project Manager  
Ms Katalin Sas (FI), Project Manager  
Ms Elke Schneider (AT), Project Manager  
Ms Michaela Seifert (AT), Project Officer  
Mr Adrian Mark Suarez (UK), Project Manager  
Ms Laura Maria Tirsolea (RO), Administrative Assistant  
Ms Mónica Vega (ES), Personal Assistant



## COMMUNICATION AND PROMOTION UNIT

Mr Andrew Smith (UK), Head of Unit  
 Ms Mónica Azaola (ES), Personal Assistant  
 Ms Angela Barrau (NL), Communications Assistant  
 Ms Nataliya Dimitrova (BG), Administrative Agent — Web Editor  
 Ms Heike Klempa (AT), Campaigns Manager  
 Ms Miren Larrinaga (ES), Administrative Assistant  
 Ms Estibaliz Martínez (ES), Administrative Agent — Finance  
 Mr Gorka Moral (ES), Administrative Agent — Webmaster  
 Ms Birgit Müller (DE), Communications Officer  
 Ms Manuela Pegoraro (IT), Communications Officer — Web Editor  
 Ms Paola Piccarolo (IT), Communications Officer  
 Ms Violaine Roggeri (FR), Communications Assistant  
 Mr Bruno Thiébaud (FR), Communications Manager  
 Mr David Tijero (ES), Administrative Assistant  
 Ms Pascale Turlotte (FR), Finance Assistant  
 Ms Maria José Urkidi (ES), Administrative Agent  
 Ms Marta Urrutia (ES), Corporate Promotions Manager

## NETWORK SECRETARIAT

Mr Jesper Bejer (DK), Network Manager  
 Ms Boglárka Bóla (HU), Network Manager — Pre-accession  
 Ms Marta de Prado (ES), Administrative Agent — OSH Projects and Networking  
 Ms Micaela Kristof (UK), Administrative Assistant  
 Ms Brenda O'Brien (IE), Manager — Brussels Liaison Office  
 Ms Elena Ortega (ES), Legal Advisor  
 Ms Dagmar Radler (DE), Administrative Assistant  
 Mr Tim Tregenza (UK), Network Manager  
 Ms Usua Uribe (ES), Administrative Assistant

## RESOURCE AND SERVICE CENTRE

Ms Françoise Murillo (FR), Head of Unit  
 Mr Xabier Altube (ES), ICT Officer  
 Mr Philippe Baillet (BE), Finance Officer  
 Ms Susana Bilbao (ES), Administrative Assistant — Documentation  
 Ms Mari Carmen de la Cruz (ES), Administrative Agent — Finance  
 Mr Juan Carlos Del Campo (ES), Accountant  
 Mr Xabier Del Campo (ES), Administrative Assistant  
 Ms Iraide Estrataetxe (ES), Administrative Agent — Documentation  
 Ms Silvia Grados (ES), Administrative Agent — General Services  
 Ms Begoña S. Graña (ES), Administrative Assistant  
 Ms Nadia Gropelli (IT), Administrative Agent — ICT  
 Mr Alban Guillerm (FR), ICT Manager  
 Ms Ana Izaguirre (ES), ICT Officer  
 Ms Yolanda Ortega (ES), Finance Assistant  
 Ms Ilaria Piccioli (IT), Administrative Agent — OSH Projects and Networking  
 Ms Fabienne Rousseille (FR), Administrative Assistant  
 Ms Noelia Ruiz (ES), Administrative Assistant  
 Ms Azucena Urtasun (ES), Finance Assistant

# Annex 5

## Focal points (as of December 2012)

Focal points, in more than 30 countries, coordinate and disseminate information from the Agency within their individual countries, as well as providing feedback and recommendations. Typically the lead OSH organisation in their respective countries, they are the Agency's official representatives at

national level. They contribute to the development of the Agency's information services and campaign activities. As well as the 27 EU Member States, focal points have also been established in the EFTA countries and EU candidate countries.

### FOCAL POINTS OF THE EU MEMBER STATES

#### AUSTRIA

**Bundesministerium für Arbeit, Soziales  
und Konsumentenschutz**

Sektion IX/6 — Zentral-Arbeitsinspektorat  
Favoritenstrasse 7  
1040 Vienna  
AUSTRIA

Contact person: Mag. Martina HÄCKEL-BUCHER  
Tel. +43 1711002274  
E-mail: AT.FocalPoint@bmask.gv.at

#### BELGIUM

**Federal Public Service Employment, Labour and Social  
Dialogue**

Federale Overheidsdienst Werkgelegenheid, Arbeid en  
Sociaal Overleg  
Ernest Blerotstraat 1  
1070 Brussels  
BELGIUM

Contact person: Mr Frank DEHASQUE  
Tel. +32 22334228  
E-mail: focalpoint@werk.belgie.be

**BULGARIA**

**Ministry of Labour and Social Policy**  
 Department of Safety and Health at Work  
 2 Triaditza Street  
 1051 Sofia  
 BULGARIA  
 Contact person: Mr Atanas KOLCHAKOV  
 Tel. +359 28119541  
 E-mail: kolchakov@mlsp.government.bg

**CYPRUS**

**Ministry of Labour and Social Insurance**  
 Department of Labour Inspection  
 12, Apellis Street  
 1080 Nicosia  
 CYPRUS  
 Contact person: Mr Leandros NICOLAIDES  
 Tel. +357 22405623  
 E-mail: director@dli.mlsi.gov.cy

**CZECH REPUBLIC**

**Ministry of Labour and Social Affairs**  
 Na Porícním právu 1  
 128 01 Prague 2  
 CZECH REPUBLIC  
 Contact person: Ms Daniela KUBÍČKOVÁ  
 Tel. +420 221922344  
 E-mail: daniela.kubickova@mpsv.cz

**DENMARK**

**Arbejdstilsynet**  
 Landskronagade 33, Postboks 1228  
 0900 Copenhagen Ø  
 DENMARK  
 Contact person: Mr Leo MATTHIASSEN  
 Tel. +45 72208540  
 E-mail: LM@at.dk

**ESTONIA**

**Ministry of Social Affairs**  
 Labour Department  
 Gonsiori 29  
 10147 Tallinn  
 ESTONIA  
 Contact person: Ms Kristel PLANGI  
 Tel. +372 6269414  
 E-mail: kristel.plangi@ti.ee

**FINLAND**

**Ministry of Social Affairs and Health**  
 Department for Occupational Safety and Health  
 PO Box 536  
 FI-33101 Tampere  
 FINLAND  
 Contact person: Ms Liisa HAKALA  
 Tel. +35 8295163566  
 E-mail: liisa.hakala@stm.fi

**FRANCE**

**Ministère de la Formation professionnelle  
 et du Dialogue social**  
 Direction des relations du travail (DRT/CT)  
 39–43 quai André Citroën  
 75739 Paris Cedex 15  
 FRANCE  
 Mr Olivier MEUNIER  
 Tel. + 33 144382508/2709  
 E-mail: olivier.meunier@travail.gouv.fr

**GERMANY**

**Bundesministerium für Arbeit und Soziales**  
 Referat IIIb2 — Grundsatzfragen des Arbeitsschutzes  
 Wilhelmstrasse 49  
 10117 Berlin  
 GERMANY  
 Contact person: Mr Reinhard GERBER  
 Tel. +49 30185276766  
 E-mail: reinhard.gerber@bmas.bund.de

**GREECE**

**Ministry of Employment and Social Protection**  
 40, Pireos Str.  
 101 82 Athens  
 GREECE  
 Contact person: Mr Antonios CHRISTODOULOU  
 Tel. +30 2103214310  
 E-mail: christodoulou.osh@yeka.gr

## HUNGARY

### OMMF — Hungarian Labour Inspectorate

Pf.75

1476 Budapest

HUNGARY

Contact person: Ms Katalin BALOGH

Tel. +36 13469454

E-mail: BaloghKat@lab.hu

## IRELAND

### Health and Safety Authority

Metropolitan Building

James Joyce Street

Dublin 1

IRELAND

Contact person: Ms Annette SLATER

Tel. +353 17997800

E-mail: annette\_slater@hsa.ie

## ITALY

### Istituto Nazionale per l'Assicurazione contro gli Infortuni sul Lavoro (INAIL)

Piazzale Giulio Pastore, 6

00144 Roma

ITALY

Contact person: Ms Ester ROTOLI

Tel. +39 0654874196

E-mail: e.rotoli@inail.it

## LATVIA

### State Labour Inspectorate of the Republic of Latvia

Kr. Valdemara, 38

Riga, LV-1010

LATVIA

Ms Linda MATISANE

Tel. +371 67021721

E-mail: linda.matisane@vdi.gov.lv

## LITHUANIA

### State Labour Inspectorate of the Republic of Lithuania

Algirdo, 19

03607 Vilnius

LITHUANIA

Contact person: Ms Nerita SOT

Tel. +370 52603472

E-mail: LT.FocalPoint@vdi.lt

## LUXEMBOURG

### Inspection du Travail et des Mines

1, Bd Porte de France

4360 Esch-sur-Alzette

LUXEMBOURG

Contact person: Mr John SCHNEIDER

Tel. +352 24776211

E-mail: john.schneider@itm.etat.lu

## MALTA

### Occupational Health and Safety Authority

Communications and PR Division

17, Edgar Ferro' Street

Pieta'

PTA 1533

MALTA

Contact person: Mr Remigio BARTOLO

Tel. +356 21247677/8

E-mail: remigio.j.bartolo@gov.mt

## NETHERLANDS

### TNO Work & Employment

Postbus 718

2130 AS Hoofddorp

NETHERLANDS

Contact person: Mr Henk SCHRAMA

Tel. +31 888665234

E-mail: henk.schrama@tno.nl

## POLAND

### Central Institute for Labour Protection

National Labour Institute

ul. Czerniakowska 16

00-701 Warsaw

POLAND

Contact person: Mr Wiktor Marek ZAWIESKA

Tel. +48 226233677

E-mail: focalpoint.pl@ciop.pl

**PORTUGAL****Autoridade para as Condições de Trabalho**

Av. Fernao Magalhaes 47-1º

3000-117 COIMBRA

PORTUGAL

Contact person: Ms Emilia TELO

Tel. +351 39400013

E-mail: emilia.telo@act.gov.pt

**ROMANIA****Institutul Național de Cercetare -Dezvoltare pentru****Protecția Muncii "Alexandru Darabont"**

Str. B-dul Ghencea, nr. 35 A sector 6

061695 București

ROMANIA

Contact person: Ms Ioana Georgiana NICOLESCU

Tel. +40 213133158

E-mail: georgiana.nicolescu@gmail.com

**SLOVAKIA****Narodny Inspektorat Prace**

Masarykova 10

040 01 Kosice

SLOVAKIA

Contact person: Ms Laurencia JANCUROVA

Tel. +421 557979927

E-mail: laurencia.jancurova@ip.gov.sk

**SLOVENIA****Ministry of Labour, Family and Social Affairs**

Kotnikova, 28

1000 Ljubljana

SLOVENIA

Contact person: Ms Vladka KOMEL

Tel. +386 13697700

E-mail: vladka.komel@gov.si

**SPAIN****Instituto Nacional de Seguridad e Higiene en el Trabajo**

c/Torrelaguna 73

28027 Madrid

SPAIN

Contact person: Ms Belén PEREZ AZNAR

Tel. +34 913634100

E-mail: bperezaz@insht.meyss.es

**SWEDEN****Arbetsmiljöverket**

Information Unit

Lindhagensgatan 133

SE-105 71 Stockholm

SWEDEN

Contact person: Mr Barbro KÖHLER KRANTZ

Tel. +46 87309563

E-mail: barbro.kohler.krantz@av.se

**UNITED KINGDOM****Health and Safety Executive**

Caxton House, 7th Floor

Tothill Street

London

SW1H 9NA

UNITED KINGDOM

Contact person: Mr Stuart BRISTOW

Tel. +44 2072273810

E-mail: uk.focalpoint@hse.gsi.gov.uk

**OBSERVERS****European Commission — Employment, Social Affairs  
and Equal Opportunities DG**

Rue de la Loi 200

1049 Brussels

BELGIUM

Contact person: awaiting new name

**European Trade Union Confederation**

ETUC Secretariat

Bld du Roi Albert II, 5, bte 7

1210 Brussels

BELGIUM

Contact person: Ms Judith KIRTON-DARLING

Tel. +32 2224044

E-mail: jkirton-darling@etuc.org

**BUSINESSEUROPE**

Av. de Cortenberg, 168

1000 Brussels

BELGIUM

Contact person: Rebekah SMITH

Tel. +32 2376534

E-mail: r.smith@businessseurope.eu

## FOCAL POINTS OF THE EFTA COUNTRIES

### ICELAND

#### Administration for Occupational Safety and Health

Bildshofdi 16

110 Reykjavik

ICELAND

Contact person: Ms Inghildur EINARSDÓTTIR

Tel. +354 5504600

E-mail: inghildur@ver.is

### NORWAY

#### Norwegian Labour Inspection Authority

Statens hus

7468 Trondheim

NORWAY

Contact person: Ms Gro OLSVOLD

Tel. +47 73199700

E-mail: gro.olsvold@arbeidstilsynet.no

### LIECHTENSTEIN

#### Amt für Volkswirtschaft

Health and Safety at Work

Gerberweg, 5

9490 Vaduz

LIECHTENSTEIN

Contact person: Mr Robert HASSLER

Tel. +423 2366871

E-mail: robert.hassler@avw.llv.li

### SWITZERLAND

#### SECO — Staatssekretariat für Wirtschaft

Effingerstrasse 31

3003 Bern

SWITZERLAND

Contact person: Mr Eduard BRUNNER

Tel. +41 313238968

E-mail: eduard.brunner@seco.admin.ch

## FOCAL POINTS OF THE CANDIDATE COUNTRIES AND POTENTIAL CANDIDATE COUNTRIES

### ALBANIA

#### State Inspectorate of Labour

Rr. Kavajes No 53

Tirana

ALBANIA

Contact person: Ms Frosina GJINO

Tel. +355 672052840

E-mail: fgjino@hotmail.com

### CROATIA

#### Ministry of Economy, Labour and Entrepreneurship

Directorate for Labour and Labour Market

Ulica grada Vukovara 78

10 000 Zagreb

CROATIA

Contact person: Mr Zdravko MURATTI

Tel. +358 16109230

E-mail: zdravko.muratti@mingorp.hr

### FORMER YUGOSLAV REPUBLIC OF MACEDONIA

#### Ministry of Labour and Social Policy

State Labour Inspectorate

Partizanski Odredi 48a

1000 Skopje

FORMER YUGOSLAV REPUBLIC OF MACEDONIA

Contact person: Mr Ljupcho KOCHOVSKI

Tel. +389 22774868

E-mail: ljupco.k@mzzpr.org.mk

### KOSOVO

#### Ministry of Labour and Social Welfare

Str. "UCK" No. 1

10000 Pristina

KOSOVO under UNSCR 1244

Contact person: Mr Agim MILLAKU

Tel. + 381 3820026502

E-mail: Agim.Millaku@ks-gov.net

**MONTENEGRO****Ministry of Labour and Social Welfare**

Labour Inspection for Safety at Work

Atinska 42

MNE-20000 Podgorica

MONTENEGRO

Contact person: Mr Zlatko POPOVIC

Tel. + 382 20655513

E-mail: zlatkopuznr@t-com.me

**TURKEY****Ministry of Labour and Social Security**

General Directorate of Occupational Health and Safety

Inönü Bulvari, I Blok, No 42, Kat. 4

TR-06100 Emek Ankara

TURKEY

Contact person: Mr Kasim ÖZER

Tel. +90 3122155021

E-mail: kozer@csgb.gov.tr

**SERBIA****Ministry of Labour, Employment and Social Policy**

Occupational Safety and Health Directorate

Nemanjina 22-26

SR-11000 Belgrade

SERBIA

Contact person: Mr Miodrag LONCOVIC

Tel. +38 1113061738

E-mail: miodrag.l@minrzs.gov.rs

# Annex 6

## Overview of focal point network activities

Country	Network partners	Social partners	Meetings	Comments
<b>Albania</b>	46	46	5	
<b>Austria</b>	42	4	2	
<b>Belgium</b>	14	8	5	
<b>Bulgaria</b>	11	6	1	
<b>Croatia</b>	-	-	-	
<b>Cyprus</b>	16	10	2	
<b>Czech Republic</b>	16	3	2	
<b>Denmark</b>	81	6	3	
<b>Estonia</b>	14	2	2	
<b>Finland</b>	15	7	3	
<b>France</b>	20	10	4	
<b>Former Yugoslav Republic of Macedonia</b>	5	4	3	
<b>Germany</b>	13	2	0*	*No meeting with personal attendance of all members; but lots of phone and mail contacts, multiple address messages and circular letters to/with all members for informing/discussing and defining common viewpoints; personal contact on several occasions between FOP and network members and between network members.
<b>Greece</b>	104	1*	4	*Umbrella organisation, named Hellenic Institute for Occupational Health and Safety (ELINYAE), founded by and representing the most significant employees' organisation (GSEE) and employers' (SEV) organisation at national level.
<b>Hungary</b>	19	5	3	
<b>Iceland</b>	9	6	7	
<b>Ireland</b>	16	5	3	
<b>Italy</b>	72	20	3	
<b>Kosovo</b>	4	2	3	



<b>Latvia</b>	7	5	1	
<b>Liechtenstein</b>	1	-	-	
<b>Lithuania</b>	33	7	2	
<b>Luxembourg</b>	9	5	-	
<b>Malta</b>	36	8	7	
<b>Montenegro</b>	25	3	3	
<b>Netherlands</b>	10	3	5	
<b>Norway</b>	13	9	2	
<b>Poland</b>	34	12	2	
<b>Portugal</b>	61	6	4	
<b>Romania</b>	14*	32	4	*There are more network partners but they are not officially entitled as such (partner certificate, etc.).
<b>Serbia</b>	23	3	4	
<b>Slovakia</b>	27	7	2	
<b>Slovenia</b>	26	8	1*	*FOP communicates with the national network members regularly through e-mail.
<b>Spain</b>	80	9	4*	*1 with the whole network partners and 3 with quadripartite partners (social partners, labour inspection, regional governments)
<b>Sweden</b>	16	11	4	
<b>Switzerland</b>	11	2	3	
<b>Turkey</b>	201	7	-	
<b>United Kingdom</b>	19	3*	2**	*Using the definition of workers' and employers' groups; we also have 2 OSH organisations closely involved in the network **Plus 4 ECAP events

# Annex 7

## Official campaign partners 2012

Companies and associations from the private and public sector have joined forces with us in the Healthy Workplaces Campaigns. The campaign partners help to publicise the importance of occupational safety and health through a variety of activities, including conferences, seminars and

training sessions. Engaging with large-scale organisations can be particularly effective, since it means that our messages can reach small and medium-sized enterprises through the supply chains that those large organisations have.

Acciona Energia

Air Liquide

Air Liquide Welding

Allergan Pharmaceuticals

ArcelorMittal Distribution Solutions SA

Baxter International

Behavioural Science Technology International

Bilfinger Berger SE

BUSINESSEUROPE

Capital Safety Group

CEOC International

Comité Syndical Européen de l'éducation

Confédération Européenne des Entreprises de Travaux

Confédération Européenne des Syndicats Indépendants (CESI)

Confederation of European Paper Industries

Contractor Safety Management

Delphi

DuPont International Operations SARL

Electrocomponents plc

Employee Assistance European Forum

EPC Groupe

European Academy of Dermatology and Venereology

European Aggregates Association

European Association of Craft, Small and Medium-Sized Enterprises

European Association of National Productivity Centres

European Association of Paritarian Institutions

European Biosafety Network

European Builders Confederation

European Centre of Employers and Enterprises providing Public services

European Chemical Industry Council

European Chemical Transport Association aisbl — ivzw

European Cockpit Association

European Federation for Welding, Joining and Cutting

European Federation of Building and Woodworkers

European Federation of Food, Agriculture and Tourism Trade Unions

European Federation of National Maintenance Societies vzw

European Industrial Gases Association

European Industrial Minerals Association

European League Against Rheumatism

European Mine, Chemical and Energy Workers' Federation

European Network Education and Training in Occupational Safety and Health

European Network for Silica

European Network of Safety and Health Professional Organisations

European Operating Room Nurses Association

European Respiratory Society

European Safety Federation

European Solvents Industry Group

European Technology Platform on Industrial Safety

European Textile Services Association

European Trade Union Confederation

European Transport Safety Council

European Transport Workers' Federation

European Virtual Institute for Integrated Risk Management

European Wind Energy Association

FCC Servicios Ciudadanos

Fédération de l'Industrie Européenne de la Construction

Federation of European Risk Management Associations

Federation of Occupational Health Nurses within the European Union

Federation of the European Ergonomic Societies

Fit for Work

Fulgar S.p.A

Gamesa

General Electric Energy

GEOPA-COPA

Golder Associates

Granite Services International

Heineken International

Iberdrola

Ideal Standard International

Intel International BV

International Federation of Musicians

International Institute of Risk and Safety Management

International Safety and Health Construction Coordinators Organization

International SOS

Klöckner & Co SE

OMV

Pain Alliance Europe

Pirelli Tyre SpA

Sentis

Siemens

Sofidel

Standing Committee of European Doctors

Steinbeis Advanced Risk Technologies (R-Tech)

Syndex

The Engineering Equipment & Materials Users' Association

Toyota Material Handling Europe

Union Internationale des Entrepreneurs de Peinture

# Annex 8

## Topic centre

Our topic centre is a consortium of national safety and health institutions under contract to collect and analyse existing national data to support key areas of the Agency's work.

### LEAD ORGANISATION

**Työterveyslaitos (FIOH)**  
Topeliuksenkatu 41 aA  
00250 Helsinki  
FINLAND

### PARTNER ORGANISATIONS

**Bundesanstalt für Arbeitsschutz und Arbeitsmedizin (BAuA)**  
Friedrich-Henkel-Weg 1–25  
44149 Dortmund  
GERMANY

**Centralny Instytut Ochrony Pracy — Państwowy Instytut Badawczy (CIOP-PIB)**  
Czerniakowska 16  
00-701 Warsaw  
POLAND

**Institut für Arbeitsschutz der Deutschen Gesetzlichen Unfallversicherung (IFA/DGUV)**  
Alte Heerstraße 111  
53757 Sankt Augustin  
GERMANY

**Hellenic Institute for Occupational Health and Safety (ELINYAE)**  
143 Liosion & Theirsiou 6  
10445 Athens  
GREECE

**Health and Safety Executive (HSE.HSL)**  
Redgrave Court, Merton Road, Bootle  
Merseyside  
L20 7HS  
UNITED KINGDOM

**Institut national de recherche et de sécurité (INRS)**  
30 rue Olivier Noyer  
75680 Paris Cedex 14  
FRANCE

**Instituto Nacional de Seguridad e Higiene en el Trabajo (INSHT)**  
Torrelaguna, 73  
28027 Madrid  
SPAIN

**Istituto Nazionale Assicurazione contro gli Infortuni sul Lavoro (INAIL)**  
Piazzale Giulio Pastore, 6  
00144 Rome RM  
ITALY

**National Research Centre for the Working Environment (NRCWE)**  
Lersø Parkallé 105  
2100 Copenhagen  
DENMARK

**Nemzeti Munkaügyi Hivatal (NMH)**  
Munkahigiénés és Foglalkozás-egészségügyi Főosztály  
Nagyvárad tér 2.  
1096 Budapest  
HUNGARY

**Prevent**  
Rue Gachard 88/4  
1050 Brussels  
BELGIUM

**Nederlandse Organisatie voor Toegepast  
Natuurwetenschappelijk Onderzoek (TNO)**  
Schoemakerstraat 97  
2628 VK Delft  
NETHERLANDS

#### **SUBCONTRACTORS**

**Faculdade de Ciências e Tecnologia da Universidade  
Nova de Lisboa (DEMI)**  
Quinta da Torre  
2829-516 Caparica  
PORTUGAL

**EUROGIP**  
55 rue de la Fédération  
75015 Paris  
FRANCE

**The National Research and Development Institute on  
Occupational Safety "Alexandru Darabont" (INCDMP)**  
35 A Ghencea Blvd., Sector 6  
061692 Bucharest  
ROMANIA

**Institute of Work, Health and Organisations, University  
of Nottingham (IWHO)**  
International House, Jubilee Campus, Wollaton Road  
Nottingham  
NG8 1BB  
UNITED KINGDOM

**Kooperationsstelle Hamburg IFE GmbH (KOOP)**  
Humboldtsstraße 67a  
22083 Hamburg  
GERMANY

**Aleksandro Stulginskio Universitetas (ASU)**  
Studentu 11  
LT-53361 Akademija, Kauno r.  
LITHUANIA

**Zavod za varstvo pri delu d.d. at (ZVD)**  
Chengdujska cesta 25  
SI-1260 Ljubljana-Polje  
SLOVENIA

**Birkbeck College, University of London**  
Malet Street  
London  
WC1E 7HX  
UNITED KINGDOM

# Annex 9

## Progress towards achieving main objectives

Data on indicators on results defined in the EU-OSHA strategy 2009–13 <sup>(1)</sup>

**Objective: Be the European centre of excellence for occupational safety and health information, promoting a preventive culture to support the goal of making Europe's current and future workplaces safer, healthier and more productive (vision).**

Indicators	Results end 2012
Impact on awareness	69 % of Europeans (all population, EU-27) consider themselves to be fairly well or very well informed about OSH risks in the workplace. In 2009 the figure was 66 %. Among employees, 84 % feel fairly well or very well informed <sup>(2)</sup> .
	12 % of establishments with 10 or more workers have used health and safety information from EU-OSHA whereas 30 % indicate awareness of the Agency <sup>(3)</sup> .
	67 % give a rate of 4 or more on a scale from 1 to 5 when asked whether the level of awareness in Europe is higher than 3 years ago (1 indicating much lower level; 5 indicating much higher level). The corresponding figure when asked about their own country is 62 % <sup>(4)</sup> .
	6 % give a rate of 4 or more on a scale from 1 to 5 when asked about whether EU-OSHA has contributed to increased awareness about OSH in Europe (1 being not at all; 5 being to a very high extent). The corresponding figure when asked about EU-OSHA's impact in the respondent's country is 30 % <sup>(5)</sup> .
	62 % confirm that they have taken action to improve OSH on the basis of information from EU-OSHA <sup>(6)</sup> .
	52 % give a rate of 4 or more on a scale from 1 to 5 when asked about the extent to which EU-OSHA's activities meet the most important needs in OSH (1 being not at all; 5 being to a very high extent) <sup>(7)</sup> .
	On a scale from 1 to 5 (1 being not useful at all and 5 being very useful, figures are averages for the whole population) all sections of the Agency website are rated 3.27 or above. The highest rated sections are the good practice and publications sections (respectively 3.97 and 3.87) <sup>(8)</sup> .

<sup>(1)</sup> Data are reported according to the measures defined in the impact assessment of the EU-OSHA strategy 2009–13.

<sup>(2)</sup> EU-OSHA, pan-European opinion poll on occupational safety and health, 2009 and 2012 (<http://osha.europa.eu/en/statistics/surveys/>).

<sup>(3)</sup> ESENER survey.

<sup>(4)</sup> EU-OSHA network survey (2010).

<sup>(5)</sup> EU-OSHA network survey (2010).

<sup>(6)</sup> EU-OSHA network survey (2010).

<sup>(7)</sup> EU-OSHA network survey (2010).

<sup>(8)</sup> EU-OSHA, online survey (2009).

**Objective: Identify new and emerging risks via the provision of reliable and comprehensive information on new and emerging risks, and the provision of information which is useful and relevant for its key target audience .**

Indicators	Latest known results
Inform the policy/research debate through the use of Agency material in policy/research documents	420 citations of the Risk Observatory work in scientific or similar publications identified by beginning of 2013.
Reliability of European Risk Observatory information	80 % give a score of 4 or above on a scale from 1 to 5 when asked to assess the reliability of the information from the ERO (1 being not reliable at all; 5 being very reliable) <sup>(9)</sup> .
Identification of new and emerging risks	63 % give a score of 4 or more on a scale from 1 to 5 when asked to assess how successful the European Risk Observatory is in identifying the most relevant new and emerging risks (1 being not successful at all; 5 being very successful) <sup>(10)</sup> .

**Objective: To help people involved in OSH develop a risk prevention culture via the identification and exchange of good practice in OSH. This will be done by providing practical and user-friendly information on prevention of work-related illnesses and accidents.**

Indicators	Latest known results
Coverage of information needs	53 % give a score of 4 or more on a scale from 1 to 5 when asked to assess the completeness of the scope covered with EU-OSHA's good practice information (1 being not complete at all; 5 being very complete) <sup>(11)</sup> .
Usefulness of good practice information	The average assessment of the usefulness of five Agency publications was 4.3 on a scale from 1 to 5 (5 being very useful). All publications received a rating of 4 or 5 from over 80 % of the respondents. Furthermore, for each publication at least 79 % assess that it is likely to get its key messages through to the target audience <sup>(12)</sup> .
Use of good practice information	29 % give a score of 4 or more on a scale from 1 to 5 when asked about the degree to which their organisation has benefited from good practice information from EU-OSHA <sup>(13)</sup> .

**Objective: To maintain and develop EU-OSHA's position as the European reference point for information on OSH issues, and to ensure that EU-OSHA and its network are able to deliver targeted and timely information. The key objective is to reach the target groups for the different activities.**

Indicators	Latest known results
Visibility on Internet	2 216 045 unique visitors during 2012 (compared to 1 889 453 in 2011). 2 849 685 visits during 2012 (compared to 2 431 091 in 2011).
	3.82 pages viewed per visit during 2012 (compared to 4.09 in 2011) <sup>(14)</sup> .
	4 310 new OSHmail subscribers in 2012 (compared to 2 073 new in 2011).
Engagement of stakeholders in campaigns	86 official campaign partners for the 2012–13 campaign (compared to 53 for the 2010–11 campaign).

<sup>(9)</sup> EU-OSHA network survey (2010).

<sup>(10)</sup> EU-OSHA network survey (2010).

<sup>(11)</sup> EU-OSHA network survey (2010).

<sup>(12)</sup> EU-OSHA, On-line survey to for the Publications User Panel, (2009) (<http://osha.europa.eu/en/teaser/Files/Online-Survey-to-the-Publications-User-Panel.pdf>).

<sup>(13)</sup> EU-OSHA, On-line survey to the Publications User Panel (<http://osha.europa.eu/en/teaser/Files/Online-Survey-to-the-Publications-User-Panel.pdf>).

<sup>(14)</sup> Internal data: a unique visitor is someone who came to our site at least once within a month. Pages viewed are number of pages requested by all visitors. Usually a user during a visit requests different pages to find the information needed. Statistics exclude Agency visits and web crawler visits.



**Objective: To develop and maintain EU-OSHA's strategic and operational networks in Europe and beyond, and for these networks to add value to the work of the Agency, by increasing the relevance, the efficiency and/or the effectiveness of EU-OSHA's activities.**

Indicators	Latest known results
Stakeholder engagement in Member States	<p data-bbox="544 405 1477 465">Participation rate at Board meetings: (2011 figures in brackets): workers 60 % (67 %); employers 52 % (69 %); governments 83 % (75 %).</p> <p data-bbox="544 477 1477 537">In 2012 there were 848 national network members (EU and EEA/EFTA). The corresponding figure for 2011 was 795.</p> <p data-bbox="544 548 1477 611">87 national network meetings were organised in the Member States and EFTA-EEA countries in 2012. The corresponding figure for 2011 was 70.</p>

# Annex 10

## Publications 2012

Print copies of reports, factsheets and other publications can be ordered via EU Bookshop (<http://bookshop.europa.eu>).

All publications can be downloaded free of charge from the Agency's website (<http://osha.europa.eu/publications>).

### Corporate publications

<https://osha.europa.eu/en/publications/corporate>



#### **Annual Report 2011: making the case for safe and healthy workplaces**

Available in English — 63 pages  
Catalogue number: TEAB12001ENC

#### **Annual Report 2011 — Summary**

Available in 24 languages — 6 pages  
Catalogue number: TEAF12001ENN

#### **Corporate Brochure — Making**

#### **Europe a safer, healthier and more productive place to work**

Available in English, German, Greek and Spanish — 16 pages  
Catalogue number: TE3111291ENC

#### **Pan-European opinion poll on occupational safety and health — Results across 36 European countries**

Available in English

#### **Annual Work Programme**

<https://osha.europa.eu/en/publications/corporate/2013-annual-management-plan-work-programme/view>

### Information reports

<http://osha.europa.eu/en/publications/reports>



#### **Management of occupational safety and health: An analysis of the findings of the European Survey of Enterprises on New and Emerging Risks (ESENER)**

Available in English — 58 pages  
Catalogue number: TERO11005ENC

#### **Worker representation and consultation on health and safety: An analysis of the findings of the European Survey of Enterprises on New and Emerging Risks (ESENER)**

#### **of Enterprises on New and Emerging Risks (ESENER)**

Available in English — 62 pages  
Catalogue number: TERO11003ENC

#### **Management of psychosocial risks at work: An analysis of the findings of the European Survey of Enterprises on New and Emerging Risks (ESENER)**

Available in English — 58 pages  
Catalogue number: TERO11006ENC

#### **Drivers and barriers for psychosocial risk management: An analysis of the findings of the European Survey of Enterprises on New and Emerging Risks (ESENER)**

Available in English — 80 pages  
Catalogue number: TERO12002ENC

**A summary of four secondary analysis reports:  
Understanding workplace management of safety and  
health, psychosocial risks and worker participation  
through ESENER**

Available in 24 languages — 14 pages  
Catalogue number: TEAM11001ENC

**Training teachers to deliver risk education — Examples of  
mainstreaming OSH into teacher training programmes**

Available in English — 100 pages  
Catalogue number: TE3111358ENN

**Review of workplace innovation and its relation with  
occupational safety and health** Available in English — 80 pages  
Catalogue number: TEWE12004ENN

## Literature reviews

[http://osha.europa.eu/en/publications/literature\\_reviews](http://osha.europa.eu/en/publications/literature_reviews)



**Risk perception and risk  
communication with regard to  
nanomaterials in the workplace**

Available in English — 115 pages  
Catalogue number: TERO12001ENN

**Leadership and occupational  
safety and health (OSH): an  
expert analysis**

Available in English — 60 pages  
Catalogue number: TE3012620ENN

**Promoting occupational safety and health through the  
supply chain**

Available in English — 76 pages  
Catalogue number: TE3112927ENN

**Motivation for employees to participate in workplace  
health promotion**

Available in English — 29 pages  
Catalogue number: TEWE12001ENN

**Motivation for employers to carry out workplace health  
promotion**

Available in English — 42 pages  
Catalogue number: TEWE12002ENN

**Worker participation practices — A review of EU-OSHA case  
studies**

Available in English — 162 pages  
Catalogue number: TEWE12003ENN

## Factsheets

<http://osha.europa.eu/publications/factsheets>



**Factsheet 101 — Health  
promotion among young workers**

Available in 24 languages — 2 pages  
Catalogue number: TEAE11101ENC

**Factsheet 102 — Mental health  
promotion in the workplace:  
summary of a good practice report**

Available in 24 languages — 2 pages  
Catalogue number: TEAE11102ENC

**Factsheet 103 — Strategies for  
training teachers to deliver risk education**

Available in 24 languages — 2 pages  
Catalogue number: TEAE11103ENC

## E-facts

<http://osha.europa.eu/en/publications/e-facts>



**E-fact 57: Family issues and  
work-life balance**

**E-fact 58: Occupational safety  
and health and leadership: tools  
and toolkits**

**E-fact 59: Tobacco: advice for  
smokers on health effects**

**E-fact 60: Tobacco: advice for  
non-smokers on health effects**

**E-fact 61: Tobacco: advice for  
employers on creating a smoke-free working environment**

**E-fact 62: Safe maintenance: working with contractors and  
subcontractors**

**E-fact 63: Procurement of maintenance services and health  
and safety at work**

**E-fact 64: Employees' motivation to participate in workplace  
health promotion: summary of a literature review**

**E-fact 65: Employers motivation to carry out workplace  
health promotion: summary of a literature review**

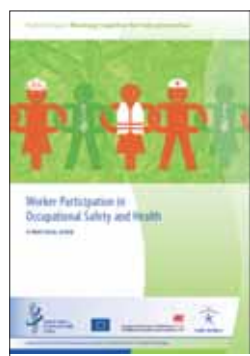
**E-fact 66: Maintenance and hazardous substances**

**E-fact 67: Maintenance and hazardous substances —  
Maintenance in the chemical industry**

# Healthy Workplaces Campaign material 2012

<http://www.healthy-workplaces.eu/en/resources/campaign-essentials>

<http://www.healthy-workplaces.eu/en/resources/promotion-materials>



## Campaign guide: working together for risk prevention

Available in 24 languages — 30 pages  
Catalogue number: TE3111176ENC

## Worker participation in occupational safety and health — a practical guide

Available in 24 languages — 18 pages  
Catalogue number: TE3111179ENC

## Management leadership in occupational safety and health — a practical guide

Available in 24 languages — 22 pages  
Catalogue number: TE3111190ENN

## Leaflet

Available in 24 languages — 2 pages  
Catalogue number: TE3111177ENC

## Good Practice Awards flyer

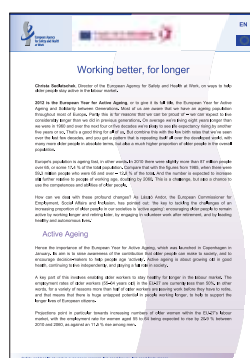
Available in 24 languages — 8 pages  
Catalogue number: TE3111178ENC

## Poster

Available in 24 languages  
Catalogue number: TE3111181ENP

# Articles

<https://osha.europa.eu/en/publications/articles>



## Promoting active ageing in the workplace

Available in 24 languages — 7 pages

## Working better, for longer

Available in 24 languages — 3 pages

# Promotion material



## Smoke-free workplaces: advice for smokers

Available in 24 languages — 2 pages  
Catalogue number: TE3011350ENN

## Smoke-free workplaces: advice for non-smokers

Available in 24 languages — 2 pages  
Catalogue number: TE3011349ENN

## Smoke-free workplaces: advice for employers to create a healthy working environment

Available in 24 languages — 2 pages  
Catalogue number: TE3011351ENN

## NAPO leaflet — Safety with a smile

Available in Danish, English, French, German, Italian, Slovenian and Spanish,  
Catalogue number: TE3012676ENC

## Leaflet — Danger: Chemicals! The hazard pictograms explained

Available in 24 languages — 2 pages  
Catalogue number: TE3012714ENN

## Poster — Danger: Chemicals! Do you know what these pictograms mean?

Available in 24 languages  
Catalogue number: TE3112868ENN

## OIRA leaflet — Facilitating risk assessment for Europe's micro and small organisations

Available in Czech, English, Greek, Slovakian and Slovenian — 4 pages  
Catalogue number: TE3111316ENC

## OIRA flyer — Frequently asked questions

Available in Czech, English, Greek, Slovakian and Slovenian — 2 pages  
Catalogue number: TE3111317ENC

## OIRA case studies — At the cutting edge of risk assessment

Available in English and Greek — 2 pages  
Catalogue number: TE3012825ENN

## Safeguarding Europe's micro and small enterprises: the development of the Online interactive Risk Assessment Tool

Available in English — 2 pages

## Leaflet for Europe Day celebration in Bilbao

Available in English and Spanish — 2 pages

# Audiovisual

**All EU-OSHA videos can be accessed on our Youtube channel:**

<http://www.youtube.com/user/EUOSHA>

**DVD — NAPO in: Working together**

Available in 24 languages

Catalogue number: TE3111182ENZ



**DVD — NAPO in... Danger: chemicals!**

Available in 24 languages

Catalogue number:

TE3112766ENZ

**DVD — Work hard — play hard**

Winner of the Healthy Workplaces Film

Award 2011

Available in 24 languages

**iPad app — Working together — Healthy Workplaces Campaign**

<http://www.healthy-workplaces.eu/en/media/ipad-app>

# Annex 11

## Finance 2011/12

### Actual financial implementation

The table includes payments and carry-over generated on the year.

(EUR)

	Final budget 2012	Actual implementation 2012	Final implementation 2011
<b>Revenues</b>			
European Union subsidy	15 060 512	14 047 222	13 836 591
European Commission earmarked funds (CARDS, IPA)	1 660 916	1 660 916	932 946
Other subsidies	200 00	200 000	194 100
Other revenues	p.m.	3 050	3 659
<b>Total revenue</b>	<b>16 921 428</b>	<b>15 911 118</b>	<b>14 967 296</b>
<b>Expenditure</b>			
<i>Title I</i>	<i>5 659 117</i>	<i>5 123 011</i>	<i>4 868 773</i>
Staff costs (salaries, allowances and other staff costs)	5 659 117	5 123 011	4 868 773
<i>Title II</i>	<i>1 701 300</i>	<i>1 646 341</i>	<i>1 523 847</i>
Buildings, equipment and miscellaneous operating expenditure	1 701 300	1 646 341	1 523 847
<i>Title III</i>	<i>7 900 095</i>	<i>7 673 952</i>	<i>7 042 069</i>
Prevention and research	2 221 600	2 062 168	1 885 888
Communication, campaign and promotion	4 440 000	4 410 697	3 942 405
Networking and coordination	1 238 495	1 201 087	1 213 776
<b>Subtotal expenditure</b>	<b>15 260 512</b>	<b>14 443 305</b>	<b>13 434 689</b>
Earmarked activities <sup>(1)</sup>	1 775 223	1 685 586	1 156 756
<b>GRAND TOTAL</b>	<b>17 035 735</b>	<b>16 128 891</b>	<b>14 591 445</b>

NB: Figures related to actual implementation for year *N* refer to definitive payments and provisional carry-overs to be paid during *N* + 1. Final implementation for year *N* – 1 takes into account the definitive carry-overs paid in year *N*.

<sup>(1)</sup> Including credits carried over and commitments carried forward.

## Annex 12

# Board assessment and analysis of the Authorising Officer's Annual Activity Report for the financial year 2012

The Governing Board,

Having regard to Council Regulation (EC) No 2062/94 of 18 July 1994,

Having regard to the Financial Regulation of the European Agency for Safety and Health at Work of 18 November 2009 and in particular Article 40 therein,

Having regard to the Annual Activity Report of the Authorising Officer of the European Agency for Safety and Health at Work for the year 2012 signed by the Director,

1. considers that the Annual Activity Report represents a comprehensive and transparent account of EU-OSHA's activities and results during the year. The Board takes note that the Agency has no reservation to report for 2012;
2. welcomes the results achieved in 2012, in particular:
  - (a) the continued good management of resources as evidenced in audit reports;
  - (b) a very high output of comprehensive information products such as reports and literature reviews;
  - (c) the wide interest in and appreciation of the Agency's work as evidenced by the website statistics, social media figures, etc.;
  - (d) the very good implementation rate of the Annual Management Plan 2012;
  - (e) the good progress in the preparation of the long-term Multiannual Strategic Programme 2014–20. The evidence provided in the activity report shows that the Agency is

playing a key role in promoting awareness of occupational safety and health risks and their prevention in Europe;

- (f) the development of a new multiannual strategic programme with a close link to the Europe 2020 strategy;
3. considers that the information provided in the Annual Activity Report gives the Governing Board reasonable assurance that the resources available to EU-OSHA in 2012 were used for their intended purpose and in accordance with the principles of sound financial management. Furthermore, the control procedures in place give necessary guarantees concerning the legality and regularity of the underlying transactions.



Christa Schweng  
Chairperson of the Governing Board  
19 April 2013





European Agency for Safety and Health at Work

**Annual Report 2012**

Luxembourg: Publications Office of the European Union

2013 — 61 pp. — 21 × 29.7 cm

ISBN 978-92-9240-028-6

doi:10.2802/51178



## HOW TO OBTAIN EU PUBLICATIONS

### **Free publications:**

- via EU Bookshop (<http://bookshop.europa.eu>);
- at the European Union's representations or delegations.  
You can obtain their contact details on the Internet (<http://ec.europa.eu>) or by sending a fax to +352 2929-42758.

### **Priced publications:**

- via EU Bookshop (<http://bookshop.europa.eu>).

### **Priced subscriptions (e.g. annual series of the *Official Journal of the European Union* and reports of cases before the Court of Justice of the European Union):**

- via one of the sales agents of the Publications Office of the European Union ([http://publications.europa.eu/others/agents/index\\_en.htm](http://publications.europa.eu/others/agents/index_en.htm)).

The **European Agency for Safety and Health at Work (EU-OSHA)** contributes to making Europe a safer, healthier and more productive place to work. The Agency researches, develops and distributes reliable, balanced and impartial safety and health information, and organises pan-European awareness-raising campaigns. Set up by the European Union in 1996 and based in Bilbao, Spain, the Agency brings together representatives from the European Commission, Member State governments, and employers' and workers' organisations, as well as leading experts in each of the EU Member States and beyond.

Gran Vía 33, 48009 Bilbao, SPAIN  
Tel. +34 944794360  
Fax +34 944794383  
E-mail: [information@osha.europa.eu](mailto:information@osha.europa.eu)

<http://osha.europa.eu>



Publications Office

ISBN 978-92-9240-028-6



9 789292 400286

doi:10.2802/51178