

Occupational health and safety policy and compliance audit for forklift operator profession in a company with specific production, packaging and distribution of mineral waters

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Abstract. The policy in the field of environment, occupational health and safety is embodied in objectives established and communicated at all levels of the organization and for all operations included in the scope of the management system, which are monitored, analyzed and reviewed periodically, so as to ensure: the planning, implementation, maintenance and continuous improvement of the effectiveness of an environmental management system, occupational health and safety oriented towards the satisfaction of all compliance obligations applicable in this field; training, awareness, stimulation and consultation of employees in order to understand the impact of the organization's activities, products and services on the environment, occupational health and safety of their responsibilities in order to actively support management programs and perform work tasks in conditions of environmental protection and occupational safety; to ensure that decisions on occupational health and safety are taken taking into account the need to promote actions to prevent occupational injuries and diseases.

Keywords: *health and safety, occupational safety, occupational disease*

1. The company's responsibilities in the field of occupational safety and health

At the level of AQUA VITALIS, two internal prevention and protection services are set up and two external services are collaborated.

Main activities of the internal prevention and protection service:

- monitoring, compliance and implementation of legal requirements and those specific to the company in the fields of OSH, ȘU and ISCIR
- participates in internal audits, provides support for the preparation of records for customer audits;
- provides support for establishing the obligations/responsibilities found in the contracts between the parties (AQUA VITALIS-clients), concludes OSH-SU Agreements with clients, based on the contracts;
- develops and updates the documentation specific to the field of OSH – SU activity (occupational risk assessment, prevention and protection plan, specific instructions, training topics, periodic training materials, audit records, etc.);
- represents the company during controls by the authorities (ITM, DSP, ISCIR)
- develops training materials and supports trainings (general introductory training, on-the-job and periodic training);

- investigates the causes of work events/accidents and occupational diseases, prepares the related documentation or is part of the commission for the investigation of events performed at clients;
- participates as secretary and deals with the functioning of the CSSM;
- supervises the reporting process to the authorities and the maintenance of the records of the pregnant employees;
- ensures the smooth running of the process of establishing the aptitude for work, monitors the process of receiving/handing over the employees' aptitude sheets and updates the internal system;
- maintains contact with medical service providers (contracts, addendums, benefit plans, employee subscription rounding, making appointments for the Occupational Medicine check-up at employment and periodic);
- travels to customers and Aqua Vitalis warehouses for periodic training or for the investigation of events/audits/inspections, etc.;
- ensures the correctness of the process of issuing invoices for medical services;
- prepares the documentation and carries out evacuation exercises, evacuation plans, etc.
- deals with the periodic verification, according to the legislation in force, of the technical equipment for fire prevention and extinguishing;
- provides training in the field of ISCIR (forklift drivers, goods handlers) and internally authorizes the service personnel.

The focus is on providing high-quality services for customers and maintaining excellent safety and health conditions for employees. At the same time, Aqua Vitalis is actively involved in the communities where we operate, through local programs and initiatives.

Aqua Vitalis has obtained the certifications that confirm our commitment to comply with the highest standards in the workforce placement process:

- Quality (ISO 9001:2008)
- Environment (ISO 14001:2005)
- Health and safety (OHSAS 18001:2008)

This commitment is supported by the management system, certified in accordance with international standards, by the company's policies on the quality of service provision, as well as by Aqua Vitalis' global standards

The company respects the legislative norms in the field of safety and health at work [1], [2], [3], [4], [5], [6], [7], [8], [9], [10], [11], [12], [13], [14], [15], [16], [17]..

2. Legal requirements applicable to the organization

The legal requirements applicable to the organization are set out below.

- Law no. 319/2006 on occupational safety and health;
- DECISION No. 1425 of October 11, 2006 for the approval of the Methodological Norms for the application of the provisions of the Law on Safety and Health at Work no. 319/2006;
- Labor Code;
- Law no. 31/1990 on commercial companies;
- Law no. 307/2006 on fire protection;
- Law no. 481/2004 on civil protection;
- DECISION No. 971 of 26 July 2006 regarding the minimum requirements for safety and/or health signaling at the workplace;
- DECISION No. 1091/2006 regarding the minimum health and safety requirements for the workplace;
- ORDER No. 130/2011 of 10 May 2011 for the approval of the Methodology regarding the authorization of the operator responsible for the technical supervision of the installations/equipment in the field of ISCIR - RSVTI operator;

3. Summary description of the compliance audit for the analyzed organization

Following the application of the audit method, for the sheets A, B and C within the organization AQUA VITALIS SRL having as audited objective the forklift workplace, the data in table 1 were obtained for the General Compliance Level.

Table 1 Overall Compliance Level

Plug code	Name	Score		Level of conformare
		maximum (PM)	obtained (PO)	
A.	Employer's obligations	168	118	70 %
B.	Workers' rights and obligations	45	31	68 %
C. General Cerințe				
C.1.	Minimum occupational health and safety requirements	369	274	74.2%
C.2.	Requirements minime for Signaling of safety and/or health at work	66	63	95,4%
C.3.	Minimum safety and health requirements for the use of work equipment by workers at work	111	111	100%
C.5.	Minimum safety and health requirements for workers' use of personal protective equipment at work	18	16	88,8%
C.6	Minimum safety and health requirements for manual handling of masses pose risks to workers, in particular from low back disease	9	9	100%
C.7	Minimum safety and health requirements relating to the exposure of workers to noise hazards	39	34	87%
C.21	Surveillance of workers' health	45	45	100%
		TOTAL		NCg
		870	701	80,57%

Following the application of the audit method, for the A, B and C sheets within the Metalconstruct organization having the workplace as an audited objective welder, the data from table 2 were obtained for the General Security Level.

Table 2 General security level

Plug code	Name	Score		Security level	Risk level
		Max. (PM)	Obt. (PO)		
A.	Employer's obligations	408	302	74%	High
B.	Workers' rights and obligations	96	77	80.2%	High
C. General Cerințe					
C.1	Minimum occupational health and safety requirements	84	66	79,4%	High

C.2	Minimum requirements for safety and/or health signage at work	177	162	91,5%	Low
C.3	Minimum safety and health requirements for workers' use of work equipment	333	333	100%	Low
C.5	Minimum safety and health requirements for workers' use of equipment personal protective measures at work	54	48	88,8%	Medium
C.6	Minimum safety and health requirements for manual handling of masses posing risks to workers, in particular from lumbar diseases	27	26	96,2%	Low
C.7	Minimum safety and health requirements relating to the exposure of workers to noise hazards	117	108	93%	Low
C.21.	Surveillance of workers' health	132	132	100%	Low
		TOTAL		NSg	NRg
		1428	1254	87.8%	Medium

The correspondence relationship between the level of security and the level of risk of the analyzed objective is presented in Table 3.

Table 3 Correspondence relationship between the level of security and the level of risk of the analyzed objective

Security level	Risk level
91-100%	Low risk
81-90%	Medium risk
71-80%	High risk
under 71%	Very high risk

4.Environmental policy

Permanent concern to improve the quality of the execution of the works and services provided in order to meet the expectations of all stakeholders (owners, customers, suppliers, employees, civil society) and to improve the image in terms of environmental and occupational health and safety performance, social sustainability in accordance with the values included in its own code of ethics. Compliance with the legislation in the fields of quality-environment, health and safety at work and any changes in the Romanian and European legislation regarding its own processes and activities, militating for maintaining a balance between economic, qualitative, social and environmental requirements.

To this end, the management at the highest level has decided to implement and certify within the organization an Integrated Management System (quality-medium) in accordance with the requirements of SR EN ISO 9001:2001 Quality Management Systems and SR EN ISO 14001:2005 "Environmental Management Systems -Requirements with User Guide.

SC AQUA VITALIS SRL undertakes to ensure:

- communication of the policy to all stakeholders, internal and external.
- increasing customer satisfaction
- compliance with applicable legal and regulatory requirements
- continuous training and professional improvement of the organization's employees

- retaining current customers and gaining new customers
 - development of products, services offered by using a clean and safe technology in order to improve environmental performance.
 - human resources, skills and material resources necessary to maintain both the Quality and Environmental Policy and to meet the proposed objectives.
 - identifying and controlling the environmental aspects that are carried out within the organization, in order to comply with the legal requirements and pollution prevention by:
 - minimizing the quantities of waste generated and managing them safely when their occurrence cannot be avoided.
 - reducing the degree of air pollution through measures that allow a good protection of it;
 - reducing the consumption of natural resources
- Table 4 presents the risk analysis and opportunities for the organization.

Table 4 Correspondence between the level of security and the level of risk of the analyzed objective

No	Environmenta l aspect	Opportunity risk	Cause	Actions to redress risks
1	Toxic gas emissions	Air risk	Equipment	Use of machines in optimal parameters. Filling the tank.
2	Noise	Risk of noise pollution	Equipment	Protective equipment insurance Ensuring half-yearly monitoring of environmental factors
3	Improper waste management	Total risk	Improper use of recycling zones	Correct signage of recycling areas
4	Non-compliance with the work procedure	General risk	Human factor	Human factor

5. Conclusions

AQUA VITALIS undertakes to conduct its business within an environmental, health and occupational safety management system, implemented in accordance with the requirements of SR EN ISO 14001:2015, SR OHSAS 18001 2008 standards, AQUA VITALIS requirements, legal obligations and other obligations of compliance are determined as relevant within the organizational context.

References

- [1] ASRO – SR EN ISO 45001:2015 Occupational Health and Safety Management Systems
- [2] The I.N.C.D.P.M. Bucharest Method for Assessing the Risks of Accidents and Occupational Diseases and Assessing the Risks of Health and Health at Work
- [3] "Occupational Health and Safety Management. Design, implementation" - Stefan P.Funar; Marilena Gheorghe, BREN Publishing House
- [4] Occupational health and safety management. Guide for the evaluation of compliance with legal requirements – Doru Darabont, AGIR 4 publishing house. Occupational Safety and Health Audit Course
- [5] Law no. 319/2006 - Law on Safety and Health at Work;
- [6] HG. No. 1425/2006 - Methodological norms for the application of Law no. 319/2006;
- [7] GD no. 955/2010 - for amending and supplementing the Methodological Norms for the application of the provisions of the Law on Safety and Health at Work no. 319/2006, approved by Government Decision no. 1.425/2006
- [8] GD no. 971/2006 - Minimum requirements for safety and/or health signage at the workplace
- [9] GD no. 1048/2006 - Minimum safety and health requirements for the use by workers of personal protective equipment at the workplace;
- [10] GD no. 1051/2006 - Minimum safety and health requirements for the manual handling of masses that pose risks to workers, especially of dorso-lumbar disorders
- [11] GD no. 1028/2006 - Minimum occupational health and safety requirements regarding the use of equipment with a viewing screen;
- [12] GD no. 1146/2006 - Minimum health and safety requirements for the use of work equipment by workers at work
- [13] L 211/2011 – selective collection, designated responsible person, extended responsibility for production, etc.;
- [14] Law 107/1996, the water law;
- [15] Air Law 104/2011 on ambient air quality
- [16] Compliance with European Regulation 1271/2008 on the Regime of Hazardous Substances;
- [17] SR EN ISO 9001/2015, Quality Management Systems. Requirements