



ISO 9001:2000 Certified

Department of Labor and Employment  
Manila, Philippines

# LABSTAT

## Updates

Vol. 14 No. 9

February 2010

## Safety and Health Practices in the Manufacturing Industry: 2008

*(Second of a series on Industrial Relations Practices)*

The Bureau of Labor and Employment Statistics (BLES) in coordination with the DOLE Regional Offices conducted the 2007/2008 BLES Integrated Survey (BITS) covering 6,460 non-agricultural sample establishments employing 20 or more workers nationwide. The main objective of the survey is to generate integrated data sets on employment of specific group of workers, occupational shortages and surpluses, safety and health practices, occupational injuries and diseases and labor cost of employees.

This issue presents the survey highlights of the safety and health practices adopted and implemented by establishments in the manufacturing industry as of June 30, 2008. It provides information on the safety and health of persons at work, as well as on the protection of other individuals against risk to their safety and health in connection with or as affected by activities of persons at work.

### OVERVIEW

Occupational safety and health is a major issue in industrial establishments. In manufacturing establishments, specifically, workers spend many hours in their respective workplaces and they are exposed to a wide array of hazards.

The occurrence of workplace accidents is a result of the little attention given to mitigating or eliminating hazards. The consequences of these workplace accidents and illnesses are enormous amounts of money, not only to the employers, but to the workers as well. Hence, preventing work-related accidents and illnesses is a major and common concern among the different stakeholders of the industry sector.

Under the law, every employer is mandated to keep and maintain his workplace free from work hazards that are causing or likely to cause physical harm to the workers or damage to property.

### SURVEY HIGHLIGHTS

Below are the practices noted to keep workers in the manufacturing industry safe and healthy.

#### **... as to available facilities**

Almost all of the 5,840 manufacturing establishments had adequate lighting in work areas, aisles and passageways (96.7%); water tank and functioning fire extinguishers within reach (96.0%), adequate supply of safe drinking water; and access to clean and hygienic comfort rooms (95.8% each).



In addition, large number of establishments had separate toilets for men and women (94.6%), adequate space that allow sufficient freedom of movement to perform duties (94.5%), adequate aisles/passageways (93.7%), proper ventilation in work areas (93.6%) and well-maintained office building (92.1%). (Table 1)

Of the establishments which did not provide some of the safety and healthy facilities nearly half cited "not needed" or not necessary" (53.0%), as reason. A large number of establishments (45.2%) also believed these safety and health facilities are "not applicable or not suitable" to the nature of work in the manufacturing industry. Only a small number of establishments cited "no available space" as reason for non-provision of safety and health facilities (2.7%).

### **... as to programs implemented/ services provided**



First-aid kits were available to employees in 9 out of every 10 establishments (93.8%). Also, majority of establishments conducted regular inspection and maintenance of equipment (92.2%) some regularly monitored hazards such as fumes, dust, noise level, and heat in work areas (82.6%).

Programs on family planning (27.2%), physical fitness (27.6%) and HIV/AIDS (30.5%) were implemented in only a small number of manufacturing establishments. (Table 2)

### **... as to preventive and control measures adopted**

Almost all establishments performed regular maintenance of mechanical and electrical facilities (92.9%) and had portable/built-in fire extinguishers (92.1%). Also, majority of establishments properly posted safety signages (88.5%), observed proper operational procedures in doing the job (85.6%) and did proper storage and labeling for chemicals, pesticides and hazardous materials (84.1%).

A little over half of manufacturing establishments (51.1%) used video camera or alarm system. Some manufacturing establishments implemented safety measures to reduce exposures to radiation and airborne contaminants like solvent, heavy metals, heavy metals, mineral dust, virus, and bacteria (50.0%), conducted

process analysis for potential problems (49.4%) and had Material Data Safety Sheets (MDSS) for chemicals (47.9%). (Table 3)

### **... as to trainings and seminars conducted**

Three-fourths of all establishments provided trainings/seminars on first aid (75.8%) and safety work procedures (71.5%) to its employees. Other occupational safety and health trainings/seminars conducted by most manufacturing establishments included safety drills (63.4%), good housekeeping (63.1%) and safety management (61.4%).



However, only 1 out of every 5 establishments conducted trainings/seminars on conflict management (21.9%), family planning and reproductive health (22.5%) and stress management (22.7%). (Table 4)

More than one-third of manufacturing establishments tapped the services/assistance of Occupational Safety and Health Center (37.6%) and DOLE-Regional Offices (35.5%) in the conduct of occupational safety and health trainings and seminars to their employees. Other agencies identified were:

DOLE Accredited Safety Training and Consultancy Organizations	28.2%
NGOs/Universities/Academic Institutions	21.3%
Industry Associations	19.7%
Employers Association	16.3%
Bureau of Working Conditions	13.4%
Association of Safety Practitioners of the Philippines, Inc.	10.6%
Trade Unions/Federations	8.9%

### **... as to frequency of management consultation**

Management commitment, coupled with workers' participation had been seen as an important and crucial factor in the successful implementation of safety and health program.

Notably, over one-half of establishments "always" (52.6%) consulted employee representatives or union officers on matters concerning occupational health and safety while 2 out of every 5 establishments did it "sometimes" (40.7%).

Remarkably, only few establishments "never" (1.3%) consulted employee representatives or union officers on matters concerning occupational health and safety.

### ***... as to personnel who administered medical services***

Three out of every 5 establishments relied on the services of clinics/hospitals (59.8%) in the provision of medical services to its employees. Also, 1 out of every 2 manufacturing establishments had trained first-aider (47.5%) while 1 out of every 3 establishments had physicians (30.7%) and registered nurses (28.5%).

Dentists were available only in 1 out of every 10 establishments (12.3%).

Nearest Clinic/Hospital	59.8%
Trained First-Aider	47.5%
Physician	30.7%
Registered Nurse	28.5%
Dentist	12.3%

### ***... as to person responsible in the implementation/monitoring of safety and health practices***

Safety and health practices were implemented mostly by Production/Operations Managers (51.3%). Other personnel responsible in the overall implementation or monitoring included Human Resource Managers (44.2%), General Managers (44.1%) and Managing Proprietors/Owners (43.6%).

Production/Operations Manager	51.3%
Human Resource Manager	44.2%
General Manager	44.1%
Managing Proprietor/Owner	43.6%
Health and Safety Committee/ Officer	30.6%
Pollution Control Officer	27.1%
Health Professionals	24.2%

### ***... as to communication method used***

Three out of every 4 manufacturing establishments communicated the safety and health practices to employees through general assembly/meetings (71.8%) and through posters in conspicuous places (50.9%) in the establishment.

General assembly/Meetings	71.8%
Posters in conspicuous places	50.9%
Conduct of drills	32.2%
Daily "walk-through" the establishment by senior officials	31.3%
Newsletter/Staff bulletin	28.4%
Quality circles/Productivity improvement group meetings	16.0%
Labor Management Cooperation/Council Meetings	13.4%

### ***... as to occupational safety and health records***

Remarkably, more than half of manufacturing establishments kept Employees Work Accident/Illness Report (57.9%). A considerable number maintained Annual Medical Report (2,403 or 41.1%) and Annual Work Accident/Illness Exposure Data (1,736 or 29.7%). However, only 1 out of every 5 establishments had Minutes of Meeting of Health and Safety Committee (22.0%).

Employees Work Accident/Illness Report	57.9%
Annual Medical Report	41.1%
Annual Work Accident/Illness Exposure Data	29.7%
Minutes of Meeting of Health and Safety Committee	22.0%

### ***... as to ISO certifications held***

In recent years, most establishments have been acquiring certifications from the International Organization for Standardization (ISO) to ensure desirable characteristics of products and services such as quality, environmental friendliness, safety, reliability and efficiency.

One out of every 5 manufacturing establishments (19.3%) was certified for ISO 9001:2000 (Quality Management System). A smaller proportion had certifications on ISO 14001-Environmental Management Standard (7.7%) and on OHSAS 18001-Occupational Health and Safety Management Standard (2.9%).

Very few establishments were certified for SA 8000 (Social Accountability Standard) (0.4%) and ISO 27001/27002-Information Security Management (0.1%).

<b>ISO 9001:2000</b> (Quality Management System)	19.3%
<b>ISO 14001</b> (Environmental Management Standard)	7.7%
<b>OHSAS 18001</b> (Occupational Health and Safety Management Standard)	2.9%
<b>ISO 22000</b> (Food Safety Management System)	1.0%
<b>SA 8000</b> (Social Accountability Standard)	0.4%
<b>ISO 27001/27002</b> (Information Security Management)	0.1%

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**FOR INQUIRIES:**

Regarding this report contact **LABOR RELATIONS STATISTICS DIVISION at 527-3000 local 319**  
 Regarding other statistics and technical services contact **BLES DATABANK at 527-3000 local 317**  
 Or Write to BLES c/o **Databank, 3/F DOLE Bldg. Gen. Luna St., Intramuros, Manila, 1002**  
 Fax **527-55-06** E mail: bles\_lrsd@yahoo.com or visit our website at or <http://www.bles.dole.gov.ph>

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**TABLE 1 – Number and Percent Share of Manufacturing Establishments Employing 20 or More Workers by Type of Facilities Available/Provided, Philippines: June 2008**

<b>FACILITIES AVAILABLE/PROVIDED</b>	<b>Number</b>	<b>% Share</b>
<b>Total</b>	<b>5,840</b>	<b>100.0</b>
Adequate lighting including emergency lights	5,647	96.7
Availability of water tank and functioning fire extinguishers within reach	5,607	96.0
Access to clean and hygienic comfort rooms	5,597	95.8
Adequate supply of safe drinking water	5,595	95.8
Separate toilets for men and women	5,527	94.4
Adequate space that allow sufficient freedom of movement to perform duties	5,516	94.5
Adequate aisles/passageways	5,470	93.7
Proper ventilation in work areas	5,466	93.6
Well-maintained office building	5,378	92.1
Adequate exhaust system	5,216	89.3
Proper waste disposal system	5,040	86.3
Washing facilities and facilities for changing/storing working clothes	5,009	85.8
Parking space for employee	4,968	85.1
Unobstructed fire exits at the workplace	4,879	83.5
Comfortable rest area for workers	4,535	77.7
Pantry (small room used as eating area of employees)	4,179	71.6
Designated smoking area/s	4,043	69.2
Clean canteen for employees	4,009	68.6
Ergonomically designated seats/tools/machines	3,912	67.0
Separate locker rooms for men and women	3,819	65.4
Medical/dental clinic or treatment room	2,927	50.1
Sports/recreational facilities	2,415	41.4
Pipe-in music at the workplace	1,662	28.5
Facilities for persons with disabilities	980	16.8
Elevator for building with at least four floors	681	11.7
Other facilities	16	0.3

*Note: Details may not add up to totals due to multiple responses.*

*Source of data: Bureau of Labor and Employment Statistics, 2007/2008 BLES Integrated Survey.*

**TABLE 2 – Number and Percent Share of Manufacturing Establishments Employing 20 or More Workers by Occupational Safety and Health Programs/Services Implemented, Philippines: June 2008**

<b>OCCUPATIONAL SAFETY AND HEALTH PROGRAMS/SERVICES IMPLEMENTED</b>	<b>Number</b>	<b>% Share</b>
<b>Total</b>	<b>5,840</b>	<b>100.0</b>
Availability of first-aid kits	5,477	93.8
Regular conduct of inspection and maintenance of equipment	5,385	92.2
Regular monitoring of hazards such as fumes, dust, noise level and heat in work areas	4,826	82.6
Accident prevention program	4,251	72.8
Drug-Free workplace policy/program	4,060	69.5
Emergency response preparedness program	3,808	65.2
Random drug testing	2,918	50.0
Free/subsidized medical care other than those provided thru the HMO or private insurance (includes medicines, special laboratory exams for ancillary procedures on top of annual physical examination, hospitalization)	2,743	47.0
Anti-sexual harassment program	2,702	46.3
Tuberculosis prevention and control policy	2,651	45.4
Substance abuse and employee assistance program	2,555	43.8
Free health and/or accident insurance by a private insurance company	2,526	43.3
Free health plan coverage by health maintenance organization (HMO)	2,360	40.4
HIV/AIDS policy/program	1,782	30.5
Physical fitness program	1,613	27.6
Family planning program	1,586	27.2
Other health programs/services relative to the maintenance or safety and health conditions at the workplace	50	0.9

*Note: Details may not add up to totals due to multiple responses.*

*Source of data: Bureau of Labor and Employment Statistics, 2007/2008 BLES Integrated Survey.*

**TABLE 3 – Number and Percent Share of Manufacturing Establishments Employing 20 or More Workers by Preventive and Control Measures on Safety and Health Implemented, Philippines: June 2008**

<b>PREVENTIVE AND CONTROL MEASURES ON SAFETY AND HEALTH IMPLEMENTED</b>	<b>Number</b>	<b>% Share</b>
<b>Total</b>	<b>5,840</b>	<b>100.0</b>
Regular maintenance of mechanical and electrical facilities	5,423	92.9
Portable/built-in fire extinguishers	5,379	92.1
Proper posting of safety signages	5,169	88.5
Observance of proper operational procedures in doing the job	4,997	85.6
Proper storage and labeling for chemicals, pesticides and hazardous materials	4,912	84.1
Provision of protective clothing/equipment to employees	4,736	81.1
Security measures to reduce violence	4,290	73.5
Availability of safety manuals, labels or maintenance procedures	4,238	72.6
Emergency evacuation plan	4,235	72.5
Provision of adequate machine guarding/railing or casing on moving parts	4,026	68.9
Instruction/training on health and safety	3,971	68.0
Information or advisory services on occupational safety and health	3,870	66.3
Regular pest control treatment	3,687	63.1
Conduct of emergency drills	3,664	62.7
Appropriate number of trained health and safety officer	3,423	58.6
Correction action programs and performance audits	3,395	58.1
Sewage treatment plan	3,213	55.0
Institutionalization of health and safety committee	3,107	53.2
Use of video camera or alarm system	2,982	51.1
Availability of safety measures to reduce exposures to radiation and airborne contaminants	2,920	50.0
Conduct of process analysis for potential problems	2,886	49.4
Availability of Material Data Safety Sheets (MDSS) for chemicals	2,800	47.9
Other preventive and control measures	28	0.5

*Note: Details may not add up to totals due to multiple responses.*

*Source of data: Bureau of Labor and Employment Statistics, 2007/2008 BLES Integrated Survey.*

**TABLE 4 – Number and Percent Share of Manufacturing Establishments Employing 20 or More Workers by Type of Occupational Safety and Health Trainings/Seminars Provided to Employees, Philippines: June 2008**

<b>OCCUPATIONAL SAFETY AND HEALTH TRAININGS/SEMINARS PROVIDED</b>	<b>Number</b>	<b>% Share</b>
<b>Total</b>	<b>5,840</b>	<b>100.0</b>
First Aid	4,427	75.8
Safety Work Procedures	4,177	71.5
Safety Drills (e.g., fire, earthquake, etc.)	3,704	63.4
Good Housekeeping (e.g., 5S + 1)	3,685	63.1
Safety Management	3,585	61.4
General Safety and Health Provisions	3,366	57.6
Safeguarding the Environment	3,226	55.2
Prohibited Drugs	3,156	54.0
Handling of Hazardous Materials	3,079	52.7
Accident Investigation	2,900	49.7
Total Quality Management	2,672	45.8
Emergency Preparation to Work Hazards	2,656	45.5
Safety Audit	2,615	44.8
Health Hazard Evaluation	2,404	41.2
Prescribed Basic Occupational Safety and Health (BOSH) Training	2,355	40.3
Principles of Ergonomics	1,684	28.8
Stress Management	1,325	22.7
Family Planning and Reproductive Health	1,312	22.5
Conflict Management	1,277	21.9
Other OSH training/seminars on safety and health	47	0.8

*Note: Details may not add up to totals due to multiple responses.*

*Source of data: Bureau of Labor and Employment Statistics, 2007/2008 BLES Integrated Survey.*