1. **Basic Information**

1.1 CRIS Number: 2006/018-175.05.01  
Twinning Number: SK06-IB-SO-01

1.2 Title:  
Strengthening the Occupational Health and Safety Structure

1.3 Sector:  
Social Policy and Employment

1.4 Location:

Ministry of Labour, Social Affairs and Family of the SR, National Labour Inspectorate, Slovak Republic

2. **Objectives**

2.1 Overall Objective(s):

Correct transposition of the *acquis communautaire* in the area of occupational safety and health in order to strengthen labour inspection performance in Slovakia.

2.2 Project purpose:

Labour inspection administrative capacity structures reinforcement

- in implementation of EU legislation in the field of major industrial accidents prevention
- in the field of occupational accidents data collection and data processing

2.3 Justification

In „2003 Comprehensive Monitoring Report on Slovakia`s preparation for membership“ it was stated:

“In the area of **health and safety at work**, most of the legislation has been adopted. However, some further adjustments are necessary in order to achieve correct transposition of the *aquis*, in particular concerning the Framework Directive on the introduction of measures to encourage improvements in the safety and health of workers at work (protective and preventive services, providing information, consultation, training of workers).”

“The authorities responsible for the enforcement of health and safety legislation are in place, but further strengthening, in terms of both staffing and technical facilities, is needed. Close co-operation and co-ordination between the different authorities should be systematically planned and practised in order to ensure integrated labour inspection.”

3. **Description**

3.1 Background and justification:

Integrated labour inspection performance has been highlighted by the European Union for a long period. In its evaluation reports European Commission has regularly expressed a need to finalise the transposition and effective implementation of occupational safety and health *acquis*, and a special need to create/develop a co-ordinated system of supervision and enforcement of transposed *acquis* in the Slovak Republic, as well.

The labour inspection system consists of the National Labour Inspectorate (NLI) and its 8 Regional Labour Inspectorates (RLI). NLI system provides labour inspection performance in the field of labour relations, legal provisions and other provisions for securing the safety and health at work and for securing the safety of technical equipment, including the provisions which govern
factors of the working environment; wages provisions and responsibilities pursuant to collective agreements. NLI mainly:

a) manages and controls RLI

b) secures the operation of an information system for labour protection as well as its uniform programme and technical equipment, and shall present processed information to the Ministry of Labour, Social Affairs and Family;

c) issues the authorizations and revokes the authorizations on issuing the certificates of the technical equipment safety from legal persons;

d) provides the training and special education of employees of labour inspectorates and labour inspectors;

e) proposes to the Ministry of Labour, Social Affairs and Family the conditions and the ways of evidence and registration of occupational injuries, industrial accidents (emergencies) and technical equipment breakdowns;

f) provides information on working conditions mainly in connection with performing construction works including excavation work, terrain work, mantling and dismantling of construction components, repairs of technical, technological and energetic equipment of buildings, demolition works and maintenance;

g) co-operates with relevant EU and Member states authorities in detection, inspection and evaluation of working conditions, carries out inspection in meeting driving hours and rest periods and shall provide relevant information on working conditions;

h) assures the creation, acquisition, dissemination, accession, publication and propagation of information in the field of labour protection;

i) participates in international co-operation in the field of labour protection.

3.1.1 Major industrial accidents prevention

Unexpected, sudden extraordinary incidents, e.g. major leakage of dangerous substances, fires and explosions which could be caused by extraordinary events and/or uncontrolled processes in production (not only in the chemical industry), represent a serious hazard/risk for the workers inside a factory and also for the public and the surrounding environment. A qualified preventive measures play a basic and irreplaceable role. In the Slovak legislation the Act No. 261/2002 Coll. on Prevention of Major Industrial Accidents and amending and supplementing certain other acts and its executive decrees deal with the preventive measures in a complex way.

This Act transposes the 96/82/EC Directive on the control of major-accident hazards involving dangerous substances. Pursuant to this act the NLI and RLIs are one part of the state administration bodies acting in the field of major industrial accidents prevention. Since 2002 the state administration bodies are obliged to create basic and specific conditions for state administration performance in the area of major industrial accidents prevention. That requires a high degree of qualification, specific skills and knowledge from labour inspector’s side.

In the field of industrial accidents prevention labour inspection performance is defined in the above mentioned act and in Act No. 330/1996 Coll. on Occupational Safety and Health as amended by which the framework of Council Directive 89/391/EEC was transposed into the Slovak legislation, and in internal methodological guidelines for NLI system, as well. According to Act No. 95/2000 Coll. on Labour Inspection the labour inspectorates are responsible for providing inspections of working conditions. They are also responsible for inspecting assumptions of major industrial accidents according to Act No. 261/2002 Coll. on Prevention of Major Industrial Accidents and amending and supplementing certain other acts (in co-operation with another state authorities e.g. Ministry of Health, Public Health Authority, Ministry of Environment etc.).

Proper implementation of EU legislation, particularly Council Directive No. 89/391/EEC on the introduction of measures to encourage improvements in the safety and health of workers at work, Article 6, sections 1 – 3 and other directives related to health and safety of workers (e.g. Council Directives No. 98/24/EC on the protection of the health and safety of workers from the risks related to chemical agents at work, the Carcinogens Directive 2004/37/EC, and others e.g. Directive 1999/92/EC on minimum requirements for improving the safety and health protection...
of workers potentially at risk from explosive atmospheres, Directive 2000/54/EC on the protection of workers from risks related to exposure to biological agents at work and *acquis* in the major industrial accidents prevention field) is necessary.

3.1.2 **A2. Occupational accidents data collection and data processing**


The Council Regulation No 322/97/EC aims to establish a legislative framework for the systematic and planned production of Community statistics with a view to the formulation, application, monitoring and assessment of the policies of the Community. Therefore the national authorities and the Community authority are responsible for the production of Community statistics in compliance with the principle of subsidiarity. They have to guarantee comparability of results. Community statistics shall be produced on the basis of uniform standards and, in specific, duly justified cases, of harmonised methods.

As given in the Decision No 2367/2002/EC of EP and of Council on Community statistical programme 2003 to 2007 the Commission Communication in 2002 on a new Community strategy on health and safety at work for 2002 - 2006 requires the full implementation of the last phase of the European statistics on accidents at work (ESAW) and the first phase of the European Occupational Diseases Statistics (EODS). Indicators on the quality of work, work-related problems and the socioeconomic costs of health and safety at work will also be further developed.

Occupational accidents recording and registration has been currently performed pursuant to a special piece of national legislation - Decree of the Slovak Labour Safety Office and of the Slovak Mining Office No. 111/1975 Coll. on recording and registering working injuries and reporting operating accidents and breakdowns of technological installations as amended by Decree No. 483/1990 Coll.. This one should be adjusted to EU standards.

The aim of this component is to ensure a prompt and effective implementation of Framework Directive relevant provisions and ESAW methodology and to enable the employers to register the ill-health by progressive instruments and methods (e.g. interactive inputs into relevant form databases via internet tools).

3.2 Linked activities:

Pre-Accession Activities in Occupational Health and Safety and Labour Relations field: Phare funded and bilateral projects in the frame of:

(1) Twinning Project SR99/IB/SO/01 “Improved Labour Protection System and Implementation of Labour Protection System in Enterprises in the Slovak Republic”. Ministry of Labour, Social Affairs and Family, National Labour Inspectorate, Ministry of Health (together with Public Health Services) and the Main Mining Office were the main beneficiaries of project. Main achievements of the project:
- Project greatly contributed to the successful transposition of the *acquis* and implementation of new legislation. Accession negotiations on Chapter 13 have been finalised;
- Educational and training system was designed and tested (curricula for primary, secondary schools, universities and staff prepared, trainees and trainers trained);
- A guideline on labour protection management system has been prepared for introducing the system in enterprises;
- Labour protection information and publication centre (LPIPC) was established and able functioning;
- Preparation of legislation on rehabilitation system supported and system for social and vocational rehabilitation was proposed;

**Recommendations** – The demand for sustainable results of project and continuous development of the working environment implies further activities:

- improvement of legislative structure, strengthening of implementation, enforcement and involvement of social partners;
- continuation of training activities and further development of manuals and material as well as a close cooperation between actors in the area of occupational safety and health (OSH); standardisation of training of teachers;
- the cooperation network should be further developed so LPIPC is updated on the needs due to the situation at workplaces and expectations of actors;
- change of legislation so that rehabilitation is facilitated.

This project resulted to proper relevant *acquis* transposition and implementation. The problem of proper integrated approach to the implementation remained (split implementation between National Labour Inspectorate and Public Health Services).

(2) Project Work Life and EU Enlargement (bilateral co-operation with Sweden in 2003) was oriented to the National Labour Inspectorate system and Public Health Services. The project was targeted to obtaining information on labour inspection performance in selected Member States and to developing the Labour Protection Information Centre in Slovakia.

The aim of the project was to acquire information for preparation of labour inspection model on base of position, structure and activities of labour inspection authorities’ analysis in MSs.

**Recommendations:**
- to provide effective enforcement of labour protection on the basis of authorisation analysis of inspection and supervision authorities, to bring realisation of labour inspection in Slovakia closer to common principles of Senior Labour Inspectors Committee (SLIC);
- to improve the quality of legislation structure from holistic point of view (comprehensive and inseparable solution of safety and health at work requirement).

(3) European Occupational Diseases Statistics (EODS) Project on occupational diseases realised for the Statistical Office of the Slovak Republic and for the Ministry of Health SR in 2004. This project, financed by EUROSTAT, was organised by Germany (ICON Institute Koeln) for 10 new Member States via methodological seminars (in Slovakia leaded by Belgian experts).

Project aimed to proper coding of occupational diseases according to EC methodology, Since 1st January 2005 this system has been fully implemented in the Slovak Republic.

3.3 Results:

Twinning

**A1. Major industrial accidents prevention**

1. Created systematic environment for labour inspection performance (to enable proficiency of labour inspector’s teams while carrying out co-ordinated inspections of all relevant state administration bodies under Act No. 261/2002 Coll.) in the field of major industrial accidents prevention, and provide inspectors with other equipment normally used in EU Member States in this field.

2. Trained labour inspectors (60 people in total) in the area of software application in enterprises with presence of selected dangerous substances.
A2. Occupational accidents data collection and data processing

1. Created systematic and data-processing environment for effective data collection and data processing in the area of occupational accidents within the NLI;
2. Trained future trainers of trainees (60 people in total) in the field of prevention occupational accidents and occupational diseases / ESAW methodology (labour inspectors, statisticians, employers’ representatives and Social Insurance Agency’s and Health Insurance Agencies' specialists, including “trainers” from the NLI).
3. Elaborated methodological guidelines and manual(s) for proper implementation of ESAW methodology and relevant 89/391/EEC Directive provisions;

Supply of software:
- The software delivered and made operational.

3.4 Activities:

The activities of the project will be realised under the following two components:

(1) Twinning (0.300 M €)

Activity 3.4.1

A1. Major industrial accidents prevention

1. Creation of technical environment for labour inspection performance by providing inspectors with appropriate software and databases (on chemical substances).

Each Member State has its own specific conditions and needs resulting from the concrete sectors of industry. Therefore chemical substances software, by which the Slovak labour inspection specific requirements could be saturated, and specific sectors of industry and relevant hazards could be taken into consideration is needed.

- analysis of available European chemical substances databases,
- analysis of chemical substances database operated by the Slovak Centre for Chemical Substances and Preparations (under No. 163/2001 Coll. Act on Chemical Substances and Preparations) from Slovak labour inspection needs and competencies point of view (i.e. its fittingness for labour inspection bodies);
- as a result of the both analyses: assistance to Slovak experts in elaboration of specification for purchasing of software used for:
  - classification of exposure (danger) zones of persons,
  - the risk assessment from the occupational safety and health point of view,
  - major industrial accidents within safety reports assessment which should be elaborated by operators of selected dangerous substances (under Act No. 261/2001 Coll. on Major Industrial Accidents Prevention). Slovak labour inspections evaluates these safety reports according to the law).
- assistance to Slovak experts in software installation in 18 Labour inspectorates (two for each of 8 regions + two for NLI headquarters): Bratislava, Trnava, Nitra, Trencin, Zilina, Banska Bystrica, Presov, Kosice and NLI headquarters.

2. Professional training for 60 inspectors to gain specific knowledge and skills in software (acquired within the project) application in order to make inspections in the areas of:
   - investigation of causes of major industrial accidents and laying out the measures to prevent repetition of these accidents,
- methods and procedures to overcome major industrial accidents and to limit the consequences,
- emergency plans,
- safety reports evaluation.

The training shall be organised for 60 labour inspectors in total. This activity shall not be carried out as a training of trainers because each of these inspectors acts as an individual (different regions, different specialisations: major industrial accidents prevention field, labour inspectors specialised in restricted technical equipment: pressure, lifting, gas and electricity). The training shall be divided into 3 groups according to relevant regions: 1) the region of Bratislava, Trnava and Nitra, 2) the region of Trencin, Zilina and Banska Bystrica, 3) the region of Presov, Kosice and NLI headquarters staff. Training should be delivered in 4 – 5 courses (25 working days in total).

Each participant from the relevant region is required to attend all courses, in order to be acquainted with software application in establishments where dangerous substances are present.

Activity 3.4.2

**A2. Occupational accidents data collection and data processing**

1. **Organisation of training** of trainers on occupational accidents prevention and occupational diseases (ESAW) as follows:
   - ESAW methodology and relevant *acquis* (creation of conditions for unified application in SR)
   - ESAW methodology and relevant *acquis* - practical implementation (labour inspection execution - investigation of occupational accidents)
   - sharing experience and information among Member States (consultancy activities for entrepreneurs’ subjects and its employees)

Training will be organised for 3 different groups: 1) Bratislava, Trnava and Nitra regions, 2) Trencin, Zilina and Banská Bystrica regions, 3) Presov, Kosice regions and NLI headquarters (delivered in 3-4 courses for each group) for about 60 persons in total: labour inspectors, statisticians, employers’ representatives and Social Insurance Agency’s and Health Insurance Agencies' specialists, including “trainers” from the NLI.

Experts on statistics will be selected by the NLI from the Statistical Office of the SR and its regional branch offices (experts from social statistics departments, who were cooperating in the framework of former common projects).

Employers’ representatives will be selected on the base of the statistics data – enterprises showing the highest rate of occupational accidents (data coming from the Slovak Labour Protection Information System).

2. **Elaboration of methodological guidelines and manuals** (electronic and hard copies around 1000) for proper implementation of ESAW methodology. Methodological guidelines and manuals will serve the participants of training and the LI network staff.

The main topics of the manual will be:
- explanation of terms,
- description of individual indicators of occupational accidents,
- expert translation of classifiers (15 classifiers)
- methodical explanation of certain model situations in a unify way, etc.
These documents will ensure consistent understanding and application for creation of complex information about occupational accidents in SR in compliance with the coding and classifiers of ESAW Methodology set by the EU, improvement of an exact data for analytical reports addressed to Slovak Government or other customer (e.g. ILO Geneva; European Agency for OSH, Bilbao; Eurostat, employers, professionals, etc.).

Both, employers, and labour inspectors, get in contact with “Occupational accident report” form as well as “Report of occupational disease or threaten with occupational disease” form. The former fill in the forms and dispatch them to institutions concerned (relevant LI, Social Insurance Agency, Health Insurance Agencies), the latter receive these forms to be able to take control measures according to provisions of the Act No. 124/2006 Coll. on Occupational Health and Safety.

MEANS

The project will be implemented through the Twinning Contract and Supply of software Contract

The twinning component will require:

The Resident Twinning Advisor (12 man/months) acting as Team Leader (seconded to the NLI) will assist the Slovak authorities in reinforcement of EU legislation implementation and in capacity building within labour inspection system. The RTA should be a senior official with relevant knowledge and at least 5 years of working experience with implementation of OSH acquis and politics, university degree or higher, good command of English. Proven management skills will be asset.

The main task of the RTA:
• to watch the coherence and the continuity of the successive inputs and the ongoing progress,
• to maintain an overall view of the progress of the project,
• to guarantee a smooth implementation of the different activities delivered,
• to continuously evaluate the Twinning-project in all stages and compare it with the specified benchmarks and the timeframe,
• to prepare the material for regular monitoring and reporting,
• to make recommendations on the current state – legislation and institutional capacities,
• to make advice on organisational and operational matters and training activities.

There is a need to have for RTA a Slovak assistant for interpretation and translation of documentation and material, administration and organisation of activities in the SR. Profile: University degree, excellent knowledge of written and spoken English, managerial abilities, PC skills.

The RTA as well as the various short-term experts will be located at the National Labour Inspectorate headquarters. RTA will be completed by a team of short-term experts:

• A team of short-term experts (approximately 7 MM), to advice and assist on:

  A1. Major industrial accidents prevention topics, including:

• analysis of chemical substances databases from the Slovak labour inspection needs and competencies point of view;
• elaboration of specification for software used in the area of OSH and major industrial accidents;
• Professional training to gain specific knowledge and skills in software application.
Profile: relevant background – experts on major industrial accidents prevention with minimum 5 years experience in implementation and/or enforcement activities; university degree preferable in natural science or technology, good command in English, PC skills, training in lecturer skills. One of the experts should have proven experience as a software analyst for analysis of data content and/or software application usage.

A2. Occupational accidents data collection and data processing

1. Professional training in the field of prevention occupational accidents and occupational diseases (ESAW);
2. Elaboration methodological guidelines and manuals for ESAW methodology proper implementation.

Profile: relevant background – experts on occupational safety and health and/or statistics and/or informatics with minimum 5 years experience and knowledge in ESAW issues; university degree, good command in English, PC skills, training in lecturers skills.

(2) Supply of software (0,01 M€ National financing)

Supply, delivery and installation of software essential for results of major industrial accidents prevention, as specified in Annex 4.

Delivery of chemical substances software for 18 users (LI), including licences (two LI for each of 8 regions + two for NLI headquarters): Bratislava, Trnava, Nitra, Trencin, Zilina, Banska Bystrica, Presov, Kosice and NLI headquarters.

Software will be used for:
- classification of exposure (danger) zones of persons,
- the risk assessment from the occupational safety and health point of view,
- major industrial accidents within safety reports assessment which should be elaborated by operators of selected dangerous substances (under Act No. 261/2001 Coll. on Major Industrial Accidents Prevention).

Slovak labour inspections evaluate these safety reports according to the law.

The required software will be needed for the inspectors, who are responsible for inspecting premises as regards major industrial accidents under Act No. 261/2002 Coll. on Prevention of Major Industrial Accidents (See Annex 4).

3.5 Lessons learned:

Previous projects (see 3.2 above) helped to examine and describe the situation in Slovakia - the greatest problems with the efficiency of labour inspection seems to be the dual legislation, the complex inspection system, insufficient staffing, the lack of an executive regulation on protective and preventive services and the use of risk premiums. Connected to the complex inspection system is the lack of common database and common access to enterprise and health related information systems. There is a need to strengthen administrative capacities and to ensure proper and effective EU legislation and politics enforcement.

The proposed Transition Facility project follows the recommendations of these projects.

4 Institutional Framework

The project will be implemented by NLI. NLI is a state administration body subordinated to the Ministry of Labour, Social Affairs and Family (MOLSAF). Its headquarter is situated in the town of Kosice. NLI is a budgetary organisation managed by, and the activities of which shall be the responsibility of, the labour inspector general, who is appointed and recalled by the Minister of Labour, Social Affairs and Family of the Slovak Republic.
The central state authority for the implementation of the Occupational Health and Safety and Labour Relations acquis is MOLSAF, which ensures the correct, uniform application of EU rules and, where appropriate, of other provisions applicable. MOLSAF will coordinate the project implementation.

In the project, the following structures will be implicated:

a) National Labour Inspectorate – officers responsible for labour inspection and external relations;

b) Ministry of Labour, Social Affairs and Family SR

To ensure a smooth implementation of the project, a Steering Committee consisting of the key NLI representatives and representatives of the twinning partner will be set up. Representatives of the MOLSAF SR and the Central Financing and Contracting Unit will take part in meetings as observers. The Steering Committee should be set up within two months of the adoption of the Commission’s Financing Decision and then meet regularly at least every 3 months. The Steering Committee will approve reports (Inception and Final Report), discuss progress of the project in view of its objectives and would respectively recommend changes.

5 Detailed Budget (in M€):

<table>
<thead>
<tr>
<th>€M</th>
<th>Transition Facility support</th>
<th>Co-financing</th>
<th>Total Cost (TF plus co-financing)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Investment Support</td>
<td>Institution Building</td>
<td>Total Transition Facility (=I+IB)</td>
</tr>
<tr>
<td>Year 2006</td>
<td>(1) Twinning contract</td>
<td>0.30</td>
<td>0.30</td>
</tr>
<tr>
<td></td>
<td>(2) Supply of software</td>
<td></td>
<td>0.01</td>
</tr>
<tr>
<td></td>
<td>Total</td>
<td>0.30</td>
<td>0.30</td>
</tr>
</tbody>
</table>

(*) contributions from National, Regional, Local, Municipal authorities, FIs loans to public entities, funds from public enterprises  
(**) private funds, FIs loans to private entities

The amount for national public funds indicated in the table corresponds to cash co-financing. The cash co-financing will enable to purchase the software needed for the implementation of the project. The amount for national funds was already earmarked in the national budget of the fiscal year 2006.

Contribution from the Slovak administration (MOLSAF) for effective implementation of the twinning may be further detailed in the twinning contract.

VAT does not constitute eligible expenditure except where it is genuinely and definitely borne by the final beneficiary. VAT which is considered recoverable, by whatever means, cannot be considered eligible, even if it is not actually recovered by the final beneficiary or individual recipient.

6 Implementation Arrangements

6.1 Implementing Agency

The Central Financing and Contracting Unit (CFCU) will be responsible for the implementation of all the institutional building projects or components of projects. The CFCU will ensure the proper management of the project.
PAO: Director of CFCU – Ms Silvia Czuczorová
Address: Ministry of Finance SR
Štefanovičova 5
817 82 Bratislava 15
Slovak Republic
Telephone: + 421 2 5958 2545
Fax: + 421 2 5958 2559
E-mail: cfcu@mfsr.sk

The main beneficiary is:
National Labour Inspectorate
Masarykova 10, P.O.Box C3
041 33 Kosice

Project Leader:
Mr Gabriel Hrabovsky
Labour inspector general, National Labour Inspectorate, Kosice
Tel.: +421 -55-7979 901
Fax: +421-55-7979 904
E-mail: gabriel.hrabovsky@safework.gov.sk

Project co-ordinator:
Ms Gabriela Kovacova
Senior Advisor, National Labour Inspectorate, Kosice
Tel.: +421- 55-7979 919
Fax: +421-55-7979 904
E-mail: gabriela.kovacova@safework.gov.sk

The RTA as well as the various short-term experts will be located at the National Labour Inspectorate in Kosice.

6.2 Twinning
The project will be implemented through Twinning. The budget has been based on 12 months twinning project duration.

Responsibility for technical aspects related to preparation, implementation and control rests with the beneficiary institution, which is the Ministry of Labour, Social Affairs and Family of SR.

Contact person at MOLSAF is Ms. Silvia Matúšová, The Senior Programme Officer, Director General, ESF Managing Section, Ministry of Labour, Social Affairs and Family of the Slovak Republic, Spitalska 6, 816 43 Bratislava, e-mail: matusova@employment.gov.sk, Tel.: + 421 2 5975 2911, Fax: + 421 2 5296 1570

The main beneficiary is NLI
Contact Person at NLI is Mr Gabriel Hrabovsky, Labour inspector general, Tel.: +421 -55-7979 901, Fax: +421-55-7979 904, E-mail: gabriel.hrabovsky@safework.gov.sk

National Contact Point
Ms. Jana Minarovičová
Office of the Government of the Slovak Republic, Bratislava
Tel.: +421-2-5729 5514
E-mail: jana.minarovicova@vlada.gov.sk

6.3 Non-standard aspects
N/A
6.4 Contracts

(1) Twinning Contract 0.30 M€
(2) Supply Contract for the SW – National public funds 0.01 M€

7 Implementation Schedule

7.1 Start of tendering/call for proposals
   Twinning 4 Q 2006
   Supply of software 2Q/2007

7.1.2 Start of project activity
   Twinning 2Q/2007
   Supply of Equipment 3Q/2007

7.3 Project Completion
   Twinning 2Q/2008
   Supply of Equipment 3Q/2007

8 Sustainability

Training and skills obtained, and databases (software) will be used in everyday labour inspectors and NLI staff work, as well. All these will contribute to more effective and more efficient labour inspection performance.

9 Conditionality and sequencing

- Created systematic environment for labour inspection performance in the field of major industrial accidents prevention and data collection and data processing in the area of occupational accident rate (2 Q 2007)

- Training of labour inspectors in the area of major industrial accidents prevention and data collection and data processing in the area of occupational accident rate (4 Q 2007)

ANNEXES TO PROJECT FICHE

1. Logical framework matrix in standard format (compulsory)
2. Detailed implementation chart (compulsory)
3. Contracting and disbursement schedule by quarter for full duration of programme (including disbursement period) (compulsory)
4. Indicative table for software
## Transition Facility log frame

### LOGFRAME PLANNING MATRIX FOR Project

**Programme name and number**: 2006/018-175.05.01

**Contracting period expires**: 15/12/2008

**Disbursement period expires**: 15/12/2009

**Total budget**: € 0.310 million

**TF contribution**: € 0.300 million

<table>
<thead>
<tr>
<th>Overall objective</th>
<th>Objectively verifiable indicators</th>
<th>Sources of Verification</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct transposition of the <em>acquis communautaire</em> in the area of occupational safety and health in order to strengthen labour inspection performance in Slovakia.</td>
<td>Acknowledgement by European Commission</td>
<td>Relevant EC reports and documents</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Project purpose</th>
<th>Objectively verifiable indicators</th>
<th>Sources of Verification</th>
<th>Assumptions</th>
</tr>
</thead>
</table>
| Labour inspection administrative capacity structures reinforcement | Increase of LI system performance as a result of the improvement of its subsystems. Capacity of inspection’s subsystems will rise in 10% (the higher number of inspections done) | • Annual NLI Report  
• Senior Labour Inspectors Committee (SLIC) annual reports  
• Appropriate project management structure created  
• Personal capacities available on national and European level | |

<table>
<thead>
<tr>
<th>Results</th>
<th>Objectively verifiable indicators</th>
<th>Sources of Verification</th>
<th>Assumptions</th>
</tr>
</thead>
</table>
| **A1. Major industrial accidents prevention** | Twinning | • Implementation Status Report to be submitted by NAC twice a year  
• Project and Sectoral Monitoring Reports  
• Annual Statistical Reports (SO and NLI) | • Personal capacities available on national and European level  
• All project documentation available in time |
• Trained labour inspectors (60 people in total) in software application in enterprises with presence of selected dangerous substances.

## A2. Occupational accidents data collection and data processing

• Created systematic and data-processing environment for effective data collection and data processing in the area of occupational accident within the NLI;

• Trained future trainers of trainees (60 people in total) in the field of prevention occupational accidents and occupational diseases / ESAW methodology (labour inspectors, statisticians, employers’ representatives and Social Insurance Agency’s and Health Insurance Agencies' specialists, including “trainers” from the NLI).

• Elaborated methodological guidelines and manual(s) for proper implementation of ESAW methodology and relevant 89/391/EEC Directive provisions;

Supply of software:
The software delivered and made operational.

• 60 trainers of trainees trained in the field of occupational accidents prevention and occupational diseases (ESAW) 03/2008

• Methodological guidelines and manual(s) (explanation of terms, description of individual indicators of occupational accidents, expert translation of classifiers, methodical explanation of certain model situations in a unify way, etc.) elaborated till 05/2008

Supply of software:
The software delivered and made operational till 09/2007

### Activities

<table>
<thead>
<tr>
<th>(I) Twinning</th>
<th>Means</th>
<th>Assumptions</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>A1. Major industrial accidents prevention</strong></td>
<td>1. Twinning (0.300 M€) RTA Approx. 7man-months of STEs 2. Supply of software (10 000 € )</td>
<td>• Personal capacities available on national and European level • Co-operation and support from relevant state authorities and stakeholders</td>
</tr>
<tr>
<td>1. Creation of technical environment for labour inspection performance by providing inspectors with appropriate software and databases (on chemical substances).</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• analysis of available European chemical substances databases, and</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• analysis of chemical substances database operated by the Slovak Centre for Chemical Substances and Preparations from Slovak labour inspection needs and competencies</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Activities</th>
<th>Means</th>
<th>Assumptions</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>NLI Analytical Statistical Reports</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
point of view;
- as a result of the both analyses:
  assistance to Slovak experts in elaboration of specification for purchasing of software used for:
  - classification of exposure (danger) zones of persons,
  - the risk assessment from the occupational safety and health point of view,
  - major industrial accidents within safety reports assessment which should be elaborated by operators of selected dangerous substances
- assistance to Slovak experts in software installation in 18 Labour inspectorates

2. Professional training for 60 inspectors to gain specific knowledge and skills in software application in order to make inspections in the areas of:
- investigation of causes of major industrial accidents and laying out the measures to prevent repetition of these accidents,
- methods and procedures to overcome major industrial accidents and to limit the consequences,
- emergency plans,
- safety reports evaluation.

A2. Occupational accidents data collection and data processing
3. Organisation of training of trainers on occupational accidents prevention and occupational diseases (ESAW) as follows:
- ESAW methodology and relevant acquis
- ESAW methodology and relevant acquis - practical implementation
• sharing experience and information among Member States

Training will be organised for 3 different groups: (delivered in 3-4 courses for each group) for about 60 persons in total: labour inspectors, statisticians, employers’ representatives and Social Insurance Agency’s and Health Insurance Agencies' specialists, including “trainers” from the NLI.

4. Elaboration of methodological guidelines and manuals (electronic and hard copies around 1000) for proper implementation of ESAW methodology. Methodological guidelines and manuals will serve the participants of training and the LI network staff.

(2) Supply of software
## Time Implementation Chart

**Project number:** 2006/018-175.05.01  
**Project title:** *Strengthening the Occupational Health and Safety Structure*

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1) Twinning contract</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Start of tendering</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Start of project activity</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Project completion</td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>2) Supply contract</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Start of tendering</td>
<td>X</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Start of project activity</td>
<td></td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Project completion</td>
<td></td>
<td>X</td>
<td>X</td>
</tr>
</tbody>
</table>
**ANNEX 3**

**Cumulative Contracting and Disbursement Schedule**

Project number: 2006/018-175.05.01

Project title: *Strengthening the Occupational Health and Safety Structure*

<table>
<thead>
<tr>
<th></th>
<th>2006</th>
<th>2007</th>
<th>2008</th>
<th>2009</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Contracted</td>
<td>0.300</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Disbursed</td>
<td>0.240</td>
<td></td>
<td>0.300</td>
<td></td>
</tr>
</tbody>
</table>

Million €
ANNEX 4

INDICATIVE TABLE FOR SOFTWARE

<table>
<thead>
<tr>
<th>Item</th>
<th>Pieces</th>
<th>Price per unit (€)</th>
<th>Total Price (€)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Software</td>
<td>1 (with licences for 18 LI)</td>
<td>Approx. 10 000,00</td>
<td>10 000,00</td>
</tr>
<tr>
<td><strong>Total in M €</strong></td>
<td></td>
<td></td>
<td><strong>0.010 M €</strong></td>
</tr>
</tbody>
</table>

The need of the above specialized software results from investigation of causes of major industrial accidents and laying out the measures to prevent repetition of these accidents, methods and procedures to overcome major industrial accidents and to limit the consequences, emergency plans safety reports evaluation.

The detailed needs analysis for the investment part of the project will be provided within Twinning activities.

Software used for:
- classification of exposure (danger) zones of persons,
- the risk assessment from the occupational safety and health point of view,
- major industrial accidents within safety reports assessment which should be elaborated by operators of selected dangerous substances (under Act No. 261/2001 Coll. on Major Industrial Accidents Prevention). Slovak labour inspections evaluate these safety reports according to the law).