MANUAL ON HEALTH AND SAFETY IN THE BANANA INDUSTRY - CAMEROON

A practical guide for risk management in farms

Part 1: Technical manual
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Banana Producers in Cameroon are committed to the Health and Safety of all our workers. For this reason, this booklet titled “MANUAL ON HEALTH AND SAFETY IN THE BANANA INDUSTRY - CAMEROON” has been written containing policies and procedures to guide and direct all workers to work safely and prevent injuries to themselves and to others.

All workers are encouraged to participate in developing, implementing and enforcing Health and Safety policies and procedures. All workers must take all reasonable steps to prevent accidents and never sacrifice safety for expedience.

Our goal is to eliminate or minimize hazards that can cause accidents.

It is the policy of banana producers in Cameroon that all workers be fully informed of the policies manual and be familiar with the contents.

This manual will be reviewed annually and whenever new risks are introduced to work either by changes in working conditions or work procedures.

Together we can achieve a safe and happy work environment.
ACKNOWLEDGEMENTS

This manual has been developed as part of the Banana Occupational Health and Safety Initiative (BOHESI), co-coordinated by members of the World Banana Forum (WBF) including Solidaridad (Jeroen Kroezen and Annelot Van Leewen), Banana Link (Anna Cooper and Jacqui Mackay) and the WBF Secretariat / FAO (Victor Prada), under the auspices the Food and Agriculture Organization of the United Nations (FAO) within the Trade and Markets Division (EST).

The manual was originally written for use in Ecuador, with support from the Ecuadorian Ministry of Labour (MdT), Ministry of Agriculture (MAG), the Ecuadorian Social Security Institute (IESS) and the Association of Banana Exporters of Ecuador (AEBE). BOHESI partners and WBF members also contributed providing sample OHS manuals and resources and also by reviewing the manual contents. The Initiative has also been supported by the International Labour Organization (ILO) and FAO’s Social Policies and Rural Institutions Division (ESP).

This manual for Ecuador was then translated into English and French and adapted for the Cameroonian context by the BOHESI Health and Safety consultant Adama Traore, with essential input being provided by local banana industry partners Compagnie Fruitiere, Plantations du Haut Penja (PHP), Cameroon Development Company (CDC), the PHP Trade Union Platform and the Fako Agricultural Workers Union (FAWU). A final manual review workshop was facilitated by Banana Link to validate the manual with local Cameroon partners.

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ACRONYMS

ACGIH – American Conference of Governmental Industrial Hygienists

AEBE - Association of Banana Exporters of Ecuador (Asociación de Exportadores de Banano del Ecuador)

AIDS - Acquired Immunodeficiency Syndrome

BOHESI - Banana Occupational Health and Safety Initiative

CAS – Chemical Abstracts Service

CDC - Cameroon Development Corporation

COLSIBA - Coordinating Body of Latin American Banana and Agro-industrial Unions (Coordinadora Latinoamericana de Sindicatos Bananeros y Agroindustriales)

CPR - Cardiopulmonary Resuscitation

FAO - Food and Agriculture Organization of the United Nations

FAO-EST – FAO Trade and Markets Division

FAO-ESP – FAO Social Policies and Rural Institutions Division

FAWU – Fako Agricultural Workers Union

HIV - Human Immunodeficiency Virus Infection

IDH – Dutch Sustainable Trade Initiative

IESS - Ecuadorian Social Security Institute (Instituto Ecuatoriano de Seguridad Social)

ILO - International Labour Organization

INSHT – National Institute of Health and Safety, Ecuador (Instituto Nacional de Seguridad e Higiene en el Trabajo)

IRAD - Institute of Agricultural Research for Development, Cameroon.

ISO – International Organization for Standardization

IUF - International Union of Food, Agricultural, Hotel, Restaurant, Catering, Tobacco and Allied Worker’s Associations

MAGAP – Ministry of Agriculture, Cattle Rearing, Aquaculture and Fisheries, Ecuador (Ministerio de Agricultura, Ganadería, Acuacultura y Pesca, Ecuador)

MdT – Ministry of Labour, Ecuador (Ministerio de Trabajo, Ecuador)

MINADER – Ministry of Agriculture and Rural Development, Cameroon

MSDS - Material Safety Data Sheets

NFPA – National Fire Protection Association

NSIF - National Social Insurance Fund

NTE - Ecuadorian Technical Standard (Norma Técnica Ecuatoriana)

OHS - Occupational Health and Safety

PHP - Plantations Haut Penja

PPE - Personal Protective Equipment

WBF – World Banana Forum

WHO - World Health Organization
CHAPTER 1: INTRODUCTION
Occupational health and safety is not a new concept. Over time, companies have often taken measures to control occupational accidents and diseases. These measures have now been strengthened thanks to the safety culture that workers adopt day by day, and thanks to the adoption of new laws and applicable regulatory standards.

The International Labour Organisation (ILO) provides the following definition of occupational health and safety, that it is ‘the prevention of work-related injuries and diseases as well as the protection and promotion of the health of workers.’ It aims for the improvement of the working conditions and environment. Occupational health entails the promotion and maintenance of the highest degree of physical and mental health and social well-being of workers in all occupations.

Current legislation ensures that all entities, which are related to occupational health and safety, work in a coherent and harmonious manner. It makes employers aware of their legal duty to protect their workers and it makes workers aware of their own responsibility to pay attention and protect themselves to stay healthy.

A company needs to know which measures to take in order to improve workstations, professional conditions and the working environment in order to guarantee that their workers are as healthy as possible. A worker needs to know how to behave and what to do to stay healthy and safe.

If companies implement these measures and also instil a culture of prevention into each worker then they will benefit from a reduction in costs incurred due to occupational accidents and diseases, less loss of production time due to people who are unable to work, increased productivity to remain competitive in the market, better working conditions, and, finally, keeping their workers healthy. Workers, on the other hand, will be more aware of the prevailing culture and the need to stay healthy and do their work in better safety conditions so that, overall, they can have a better quality of life.

Given this objective, this manual has been divided into two parts:

**Part one:** a technical manual to facilitate the overall understanding of measures that need to be adopted to improve occupational health and safety.

**Part two:** a manual particularly designed for workers, annexed to part one; this is a teaching tool so workers can adequately understand the essential measures that, when applied on a daily basis for each activity, allow risks to be managed so that work can be carried out in the safest conditions possible. This manual is more than an overview of standards. It must be applied where circumstances permit, when it is feasible and the standards can be adapted to the various operations, professions or tasks related to the banana industry. The other purpose of this information is to provide educational material to employers, which can be distributed to all or some workers, according to their role on plantations. Some information is repeated for each type of activity, such as load handling, in order for each chapter to contain all information that is relevant to a certain type of work and to be usable independently as a whole to help workers carry out their tasks safely.

In the appendices, there is information particularly designed for workers. It includes a brief introduction, a general description of the activity in question (profession or specific role) and it then includes a description of the risks pertaining to said activity or of the risks to which the worker is exposed, and, finally, some considerations regarding risk management.

### 1.1 MAP OF THE BANANA INDUSTRY IN CAMEROON

The excellent climate conditions and ecology of Cameroon have enabled the development of banana and plantain farming on a small, medium and large scale in order to satisfy international demand throughout the year. The following map shows the banana and plantain production zones.

![Map of the Banana Industry in Cameroon](source: IRAD - Institute of Agricultural Research for Development, Cameroon.)
1.2 OCCUPATIONAL HEALTH AND SAFETY IN THE BANANA SECTOR

The Ministry of Labour, the Ministry of Agriculture, the Food and Agriculture Organisation (FAO) of the United Nations, several civil society organisations and national industries have rallied their efforts to draft a strategy that, when implemented, will better demonstrate that the banana industry seeks to promote the creation of decent jobs that can be done in conditions that protect the health and safety of workers. The application of this manual will contribute to maintaining such conditions.

1.3 PROFESSIONAL RISKS IN THE BANANA SECTOR

The various activities carried out at banana plantations carry risks that may have traumatic and pathological consequences for workers, for example, when they are exposed to a certain quantity of chemical substances or are victims of accidents.

Five types of risks have been identified at workplaces: physical, chemical, biological, ergonomic and psychosocial. However, another category can be added to the list: mechanical risks.

Chapter 4 contains a detailed description of each type of risk that banana workers are exposed to. Furthermore, in PART 2: MANUAL FOR WORKERS there are several educational tools to help workers to learn about the essential precautions to take during their daily work in order to better manage risks and promote health and safety in the workplace.

2. OBJECTIVE

2.1 MAIN OBJECTIVE

The main objective of this manual is to help create a culture of occupational health and safety in the banana sector in Cameroon, via training programmes and promotional campaigns. Thus, the purpose is for employers, workers, suppliers and sub-contractors to be aware of and apply measures in order to guarantee a working environment that is suitable for and capable of guaranteeing worker health, integrity, safety, hygiene and well-being.

2.2 SPECIFIC OBJECTIVES OF THE MANUAL

2.2.1 Collect all relevant information regarding occupational health and safety that relates to the banana industry in Cameroon.

2.2.2 Define and communicate appropriate measures that are applicable for this sector.

2.2.3 Help constitute and run Occupational Health and Safety Committees.

3. SCOPE

This occupational health and safety manual is designed for farmers in the banana sector in Cameroon, as well as their workers, agricultural workers in the sector (and their families), and particularly, worker representatives and companies within the framework of joint committees for occupational health and safety.

It may also be of interest to other industry players, suppliers and other members of civil society. Furthermore, it may also serve as a training manual and, therefore, it is also addressed to trainers (in the public or private sector).
4. DEFINITIONS

4.1 WORKPLACE
This is any space or location where workers are located and where they carry out their work, or places where they need to go for the same purpose.

4.2 WORKING CONDITIONS AND ENVIRONMENT
These are elements or factors that have a significant influence on the creation of risks for the health and safety of workers. This definition includes:

4.2.1 The general characteristics of premises, installations, machines, equipment, products, etc., which are found at the workplace;
4.2.2 The nature of physical, chemical and biological agents that are found at the workplace and, namely, their level or intensity and concentration;
4.2.3 Procedures for the use of the aforementioned agents, which influence the creation of risks for workers;
4.2.4 The organisation and layout of tasks, in this case including ergonomic and psychosocial aspects.

4.3 WORKER
Any person who carries out paid work for another person; this also includes self-employed or independent workers and the employees of public institutions. The term “workers” is used throughout this handbook to describe both men and women who work.

4.4 OCCUPATIONAL HEALTH AND SAFETY MANAGEMENT SYSTEM
This is a group of elements that interact in order to establish an occupational health and safety policy and objectives. It also includes mechanisms and actions that are necessary to reach these objectives. They are intrinsically linked to the concept of corporate social responsibilities, which aim to raise awareness of the need to provide good working conditions in order both to improve the workers’ quality of life and to promote the competitiveness of companies on the market.

4.5 OCCUPATIONAL HEALTH
This is a branch of public health whose purpose is the promotion and maintenance of the highest degree of physical and mental health and social well-being of workers in all occupations. Furthermore, its purpose is also to avoid any damage to health due to working conditions and risk factors, and to adapt work to the worker, according to their aptitudes and competencies.

4.6 HAZARD
This is any threat of accident or damage to health. It can also be defined as a source or situation with the potential to cause injury, illness or disease.

4.7 OCCUPATIONAL RISK
This is the probability that the exposure to a dangerous environmental factor at work will cause injury, illness or disease.

4.8 OCCUPATIONAL INCIDENT
This is any event occurring during work or related to work, whereby the person affected does not suffer serious injury and does not require basic first aid.

4.9 OCCUPATIONAL ACCIDENT
This is any sudden event that occurs due to or at work and causes the worker to suffer an injury, functional disorder, disability or death. This notion also applies when the accident takes place when executing orders given by the employer or during certain tasks, which are carried out under the employer’s authority, including tasks carried out outside the workplace and working hours. Each country’s legislation may specify if an event is defined as an occupational accident when the event occurs as the worker is travelling from their home to their workplace and vice versa. In the case of a self-employed or independent (non-salaried) worker, an event occurring in the aforementioned circumstances is considered an occupational accident.

4.10 OCCUPATIONAL DISEASE
This a disease that is contracted due to the exposure to risk factors, which are inherent to the professional activity.
4.11 EFFECTS OF OCCUPATIONAL ACCIDENTS AND DISEASES

Occupational accidents or diseases may have the following consequences for workers:

4.11.1 Temporary disability
This prevents the worker from being present at work due to an occupational accident or an occupational disease, for the entire duration of the time when the worker is receiving medical, surgical, hospital or rehabilitation care, and in the case of occupational disease, during periods of observation.

4.11.2 Permanent partial disability
This occurs when the worker, following an occupational accident or an occupational disease, suffers damage to their anatomy or definitive functional disorders or after-effects that limit their ability to carry out their work or profession, without preventing them from carrying out essential tasks.

4.11.3 Permanent total disability
This occurs when the worker is completely unable to work or carry out any profession and needs the assistance of another person for their daily care. This occurs following an occupational accident or an occupational disease that causes definitive anatomical limitations or functional disorders.

4.11.4 Death
If the worker dies following an occupational accident or professional disease, which has previously been qualified as such, then benefits are payable according to the applicable regulations pertaining to the National Social Insurance Fund (NSIF).

4.12 PERSONAL PROTECTIVE EQUIPMENT (PPE)
These are elements (including clothes, gloves, glasses, masks etc.) that workers need to use appropriately to protect themselves from risks that could threaten their safety or health at work.

4.13 SIGNS
These are all panels and signs and other visual effects that are used as indicators or reminders of standards, in order for a person to act as required in the face of a risk and for said person to wear the necessary protections, etc.

4.14 EMERGENCY PLAN
This comprises all procedures designed as a reaction to an emergency, such as a fire or an explosion, an accidental spillage of chemical substances or a non-controlled release of energy. Emergency plans are necessary in order to keep order and minimise the effects of any disaster.

4.15 SOCIAL SECURITY
Social security is essentially related to the domain of social well-being with regard to social protection or cover for needs that are socially recognised, such as health, old age or disabilities.

4.16 HEALTHCARE
Legislation provides that any company or establishment of any nature, be it public or private, secular or religious, civil or military, including those related to liberal professions and persons employed by associations or trade unions, must organise a medical and healthcare service for their workers.

The medical and healthcare service is provided by doctors recruited amongst practitioners who are qualified in occupational healthcare and who are assisted by qualified paramedics.

According to the size and nature of the companies, their geographical location and the existing medical infrastructure, the medical and healthcare service is organised either as an independent service that operates for one single company or as a shared inter-company service that operates for several or based on an agreement made with a private or public hospital.

4.17 SQUADS
Squads are small groups of organised, alert, trained and qualified persons who are able to prevent or face emergency situations and limit or stop the effects of said situation.

4.18 STANDARDS
These are technical standards in force in Cameroon, whose aim is to satisfy local requirements and facilitate national and international trade.

4.19 OCCUPATIONAL HEALTH AND SAFETY COMMITTEE
This is joint body, comprising both employer or their representatives, Staff representatives, and workers, with specialised competence that carries out assignments provided for by law and must be regularly consulted on various topics related to the domains of health, security and risk prevention in companies.

Hygiene and safety conditions for the workplace are defined by a decree of the Ministry of Labour, made following a recommendation from the National Commission for Occupational Health and Safety. In Cameroon, the ministerial decree N° 039/MTPS/IMT of 26 November 1984, which lays down general measures for health and security in the workplace, in the first Title, Chapter III and its articles 8, 9 and 10, refers to “Occupational Health and Safety Committees”.

DEFINITIONS
CHAPTER 2: LEARNING METHODOLOGY
1. LEARNING METHODOLOGY

The training material in Appendix 4 EDUCATIONAL TOOLS AND MATERIAL aims to help workers and employers to:

- Develop effective skills regarding occupational health and safety.
- Plan and run training and educational workshops regarding health and safety, using educational and participatory methods that are adapted to the intended audience.
- Provide information and guidance regarding the management of health and safety and particularly the characterization, assessment and prevention of risks and hazards.
- Constitute and run Occupational Health and Safety Committees in order for said committees to be operative and effective in their management.

The material is primarily designed for:

Occupational Health and Safety Committees in medium or large-sized plantations. These committees comprise various staff representatives, including those at plantation, production and administrative / management level; they may also involve medical personnel and the representatives of trade unions.

This training can be carried out in two stages:

1.1 STAGE ONE – TRAINING THE TRAINERS

A trainer who is an expert on the subject will deliver “training for trainers” workshops with the assistance of the employer, worker representatives and relevant government officials where necessary. This expert must have at least two years experience in domains related to safety, health and risk prevention in professional environments and must have in-depth knowledge of:

1. Agriculture  
2. Occupational health and safety  
3. First aid  
4. Chemical substances and products  
5. Risk management and control  
6. Training trainers / education / teaching.

1.2 STAGE TWO – TRAINING AT FARM LEVEL

Those who have completed the “training for trainers” programme can, in turn, provide the training as multipliers in their workplace, using the manual and educational material that has been made available. They must put into practice what they have learned, share this learning with all staff / farmers / workers and support the effective functioning of Occupational Health and Safety Committees at farm level.
2. TEACHING-LEARNING PROCESS

In order to instil a true culture of OHS prevention amongst workers, it is important to adopt a teaching-learning methodology that allows everyone to remain aware, independent and motivated. Participants must be incited to learn, understand and apply their knowledge and competencies in order to improve practices and management related to occupational health and the working environment at the plantation.

The activities suggested in Appendix 4 EDUCATIONAL TOOLS AND MATERIAL were designed particularly to help the trainer to implement a teaching-learning methodology, drawing on resources used by the ILO and IUF in their Manual on Health, Safety and the Environment (cf. bibliography).

Workers can be educated through applying various structured models, including adult training and popular education.

To guarantee the functioning of the process, educational strategies must be defined; these will help to characterise training content and educational practices. The following principles define adequate educational strategies and are to be used as a reference.

### TABLE 1: LEARNING PRINCIPLES

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<th>PROCESS</th>
<th>DEVELOPMENT</th>
<th>EVALUATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Positive interdependence:</td>
<td>Each member is responsible for the success of the group and must be aware that their personal success depends on the success of others.</td>
<td>• Initial evaluation of the group members’ capacity to cooperate: this helps constitute diversified groups and set up specific learning activities to strengthen competencies.</td>
</tr>
<tr>
<td>• Face-to-face interaction:</td>
<td>This dynamic involves continuous and direct interaction between members: they talk, help one another, congratulate each other and reward themselves together.</td>
<td>• Continuous evaluation: setting points of reference or reflection periods, individual and group evaluation regarding aspects related to procedure and work carried out for training purposes; suggesting improvements and redirecting work.</td>
</tr>
<tr>
<td>• Individual responsibility:</td>
<td>Each student is co-responsible for the success of the group and takes ownership of agreed conclusions or procedures.</td>
<td>• Final evaluation: at the end of each proposed task or phase, the trainer presents strategies to assess results or the product of tasks, procedures and skills acquired (interaction).</td>
</tr>
<tr>
<td>• Inherent skills for small groups:</td>
<td>Students must acquire, develop and implement their teamwork skills.</td>
<td>• End evaluation: at the end, provide methods to evaluate the progress of each participant.</td>
</tr>
<tr>
<td>• Evaluation of results and the process:</td>
<td>the group must develop activities to reflect on and assess the group work.</td>
<td></td>
</tr>
</tbody>
</table>

• Knowledge: Researching, classifying, organising and assessing information. In-depth knowledge of abstract concepts that are essential to the topic. Adapting and applying knowledge to real situations.

• Competencies and skills: Creative problem solving; summarising and synthesising; oral expression; planning and structuring speeches, assertiveness, clear communication. Inviting those present to express themselves, asking questions, etc. Tackling uncertainty: Ensuring there is a consensus. Ensuring everyone has understood. Focusing the group’s attention on the work.

• Attitudes and values: Expressing feelings. Showing appreciation. Being comfortable with interaction within the group and with each person. Considering the opinions and contributions of others as learning opportunities. Practising active listening. Committing to social change and development.

Source: Manual de habilidades blandas, Servicio ecuatoriano de capacitación profesional
3. GUIDANCE FOR TRAINERS

3.1 LEVEL OF LITERACY

All training information and material provided in this handbook is written and so it is recommended to assess the overall level of literacy amongst course participants. It is recommended that instructions be read aloud to the whole group before starting activities, and that all tasks to be carried out and expectations pertaining to said tasks be explained.

Illiteracy is often a sensitive topic and so it is important to not segregate or single out participants who may not have sufficient level of literacy. It is recommended to try and utilise all skills available in the group. This recommendation is applicable to any type of course and is particularly useful if there are literacy issues.

3.2 GROUP WORK

Work in small groups is one of the main educational methods used by trainers on an international level. There are several good reasons for this, namely:

3.2.1 It is an active and dynamic method
3.2.2 Encourages cooperation and the pooling of skills and competencies;
3.2.3 It can help to create good working relationships;
3.2.4 It enables even the shiest participants to engage in discussions;
3.2.5 It allows participants to work without feeling as though they are continuously being observed by the trainer;
3.2.6 It provides an effective framework and structure that is conducive to discussion;
3.2.7 It allows participants to reflect, analyse and find answers to situations that they face at work.

Groups of three or four participants are ideal in terms of size but, in some circumstances, working in pairs is recommended. This working method can be useful for activities that require a specific level of attention, for example if giving a brief presentation is required. Diverse groups should be prioritised, depending on the type of activity.

3.3 CASE STUDIES

In most cases, the “real” issues and actual experiences of participants will provide the best material for developing skills and improving working conditions. Therefore, these case studies can be a very effective tool for trainers.

They are based on a detailed description of a situation, an event or an issue and they allow sensitive issues to be approached during a course, without anyone feeling attacked or feeling the need to defend themselves.

It is important for cases to be a relevant illustration of the topic or object of the course and they must be similar to the participants’ actual work or experiences in order to be constructive. They can be real or imaginary cases.

During group work, this could involve:

3.3.1 One single case that is given to all groups to reflect on, thus generating a range of solutions, ideas and opinions on one same topic;
3.3.2 Different cases that are given to each group but that share a common topic or basis, thus allowing diverse topics to be approached in less time.

Case studies can be based on:

3.3.3 Real situations and issues that are raised or presented by participants; it is a good idea to note essential points or to keep a reminder for future courses;
3.3.4 Written information, for example, a press article or excerpts from specialist journals or magazines in the domain of occupational health and safety.

3.4 EVALUATION

The basic principle of the evaluation is that both course participants and trainers must both be involved. Each party must reflect individually and collectively on the course in which they participated. In the same way that the course was based on group work and the active participation of everyone involved, the evaluation must also be a process that involves everyone present.

Questions must revolve around the point of the course, its weaknesses and its strengths. The evaluation may also be used to analyse the quality of the administration, logistics and moderators or trainers.

Trainers must be evaluated based on the following parameters:

3.4.1 Quality of content
3.4.2 Relevance and applicability of the content
3.4.3 Quality of the logistics
3.4.4 Quality of the group
3.4.5 Quality of the organisation
3.4.6 Quality of the trainers

Refer to Appendix 4, Activity 8 - Evaluation for sample activities and forms that can be used by trainers when evaluating training on occupational health and safety.
1. LEGAL FRAMEWORK

The legal framework of occupational health and safety is contained in Title VI, sections 95 to 103 of the Labour Code and Decree N° 039/MTPS/IMT of 26th November 1984 fixing the conditions of hygiene and safety at work. The rules of hygiene and safety in the workplace are intended to ensure an efficient protection of the worker’s health.

Hygiene and safety conditions at the workplace are defined by an Order of the Ministry of Labour and Social Security issued after consultation with the National Commission for Industrial Hygiene and Safety taking into consideration the local conditions in compliance with standards recommended by the International Labour Organisation and other internationally recognised technical bodies.

Regarding health, section 98(1) of the Labour Code provides as follows: “Every enterprise or establishment of any nature, be it public or private, secular or religious, civil or military, including those related to liberal professions and persons employed by associations or trade unions, must organise a medical and healthcare service for their workers.

As per the Labour Code in Cameroon there exist three institutions responsible for handling issues related to working conditions. These include:

2.1 THE NATIONAL LABOUR ADVISORY BOARD

2.1.1 Missions

1. To examine matters relating to working conditions, employment, vocational guidance and training, placement, manpower movements, migration, improvement of the material conditions for workers, social insurance, trade unions and employees’ associations.

2. To make recommendations and proposals relating to laws and regulations to be made to the areas, where such recommendations are provided for by law.

2.1.2 Composition

The National Labour Advisory Board is composed of a Standing Committee and Ad-hoc Committees. It is chaired by the Minister of Labour and Social Security, with its members being:

1. One substantive member and one alternate member to represent the National Assembly.

2. One substantive member and one alternate member to represent the Economic and Social Council.

3. One substantive member and one alternate member to represent the Supreme Court.

4. An equal number of substantive and alternate representative of workers and employers appointed by an order of the Minister of Labour and Social Security on the proposal of the most representative workers’ and employers’ organizations.

5. Where appropriate, experts and technicians sitting in an advisory capacity and appointed by an order of the Minister of Labour and Social Security in the light of the agenda of each session.

2.2 THE NATIONAL COMMISSIONS FOR INDUSTRIAL HEALTH AND SAFETY

2.2.1 Missions

1. To study problems relating to industrial medicine and the hygiene and safety of workers, it is responsible for:

2. Making suggestions and recommendations regarding laws and regulations in the domain of health and safety.

3. Making recommendations for the benefit of employers and workers, insurance bodies and different ministerial departments regarding the protection of the health of workers.

4. Making proposals concerning the approval of dangerous machinery and manufacturing processes likely to endanger the health of workers.

5. Carrying out or participating any work of a scientific falling within its sphere of activity.
2.2.2 Composition
Placed under the chairmanship of the Minister of Labour and Social Security, the National Commission for Industrial Health and Safety shall comprise of technicians or experts of unquestionable competence in the fields of industrial medicine and industrial hygiene and safety, an equal of representatives of workers and employers.

2.3 THE NATIONAL SOCIAL INSURANCE FUND
It is a public establishment endorsed with legal status and financial autonomy. Placed under the supervisory authority of the Ministry of Labour and Social Security, it is responsible for implementing government policy in the domain of social insurance. The National Social Insurance Fund provides the following:

2.3.1 Family allowances.
2.3.2 Old-age, disability and survivor’s pensions.
2.3.3 Compensation for industrial accidents and occupational diseases.

3. OCCUPATIONAL HEALTH AND SAFETY COMMITTEES

This is a consultative organ within an establishment or enterprise aimed at the promotion of dialogue and consultation between the employer and workers in the domain of health and safety at work.

3.1 LEGAL FRAMEWORK
As per section 98 of the Labour Code, the legal basis of the Committee for Health and Safety is Order No. 039/MTPS/IMT of November 26th 1984 fixing the conditions of hygiene and safety at workplace. As per the provisions of Chapter III, article 8 of the above cited order, a CHS is constituted within any establishment with at least 50 workers whose activity involves risks as classified here below:

3.1.1 Category A - Low risk
3.1.2 Category B - Average risk
3.1.3 Category C - High risk (Enterprises/ Establishments in this category must have a CHS irrespective of the number of workers.)

3.2 COMPOSITION
Presided over by the employer or his representative, its members include Staff Representatives, Occupational Health Doctor, the Controller of Hygiene and Safety of National Social Insurance Fund, the Local Labour Inspector and/or any qualified person by reason of the day’s agenda of the committee may participate in the meeting. It meets at least once quarterly, and as often as the need arises, upon a request of two thirds of its members. Its secretariat is ensured by an appointed worker amongst the Staff Representatives who draws up the meeting agenda in collaboration with the President and writes down reports of all meetings.

3.3 ROLES
3.3.1 Ensure the regular and correct implementation of hygiene and safety measures.
3.3.2 Ensure the implementation of legislative and reglementary prescriptions.
3.3.3 Putting into force security measures as concerns machines and apparatus which are subject to periodic controls as well as their maintenance and the use of protective devices.
3.3.4 Carry out an inquiry in the event of an industrial accident or occupational disease so as to determine their causes and to propose measures to remedy the existing situation.
3.3.5 Conceive or draw-up an action plan in the domain of hygiene and safety regarding the activity of the enterprise and ensure its execution.
3.3.6 Make suggestions to the employer on measures aimed at a continuous improvement of working conditions.
3.3.7 Diffuse to actors of the enterprise or establishment useful information relating to their protection and development of their well-being.
3.3.8 Incite, maintain and develop through training and regular information the spirit of safety amongst workers.
3.4 COMMITTEE MEETING

The committee meets:

3.4.1 At least once a quarter: the labour inspector must be informed of the date and time of the meeting so that they are potentially able to attend;

3.4.2 Following each serious professional accident or disease;

3.4.3 Upon the request of two of its members

minutes must be taken for each session.

3.5 FUNCTIONING OF THE COMMITTEE (AS STIPULATED BY LAW)

3.5.1 A Health and Safety Committee shall be created in any establishment with a minimum of 50 workers if the activity falls within risk groups A and B and regardless of the number of workers if the activity falls under group C.

3.5.2 The committee is comprised of: delegates representing personnel, the employer or their representative and the occupational doctor. If they exist, the assistant, the training officer and the safety officer must be members of this committee.

3.5.3 It meets as often as is required and at least once a quarter at a meeting chaired by the employer.

3.5.4 The Labour and Social Security Inspector, the Labour Inspector Doctor and the Hygiene and Safety Inspectors of the National Social Security Fund or their representatives or any other qualified person, according to the agenda, may participate in the committee’s work at any time.

3.5.5 The employer must ensure that the members of the hygiene and safety committee are adequately trained in all possible ways, such as seminars, conferences and workshops.

3.6 EMPLOYER OBLIGATIONS

3.6.1 Every employer is directly responsible for damage caused by their activities and for applying preventative, health and safety measures designed to guarantee the protection of the health of workers they employ.

3.6.2 The employer is required to provide workers with and maintain premises, installations and tools that are appropriate for their work in order to ensure that workers are adequately protected against occupational accidents and any damage to their health.

3.6.3 Furthermore, they are required to guarantee workers that they will supply them with individual and collective effective and recognised means of protection, which the employer is also required to maintain and renew in a timely fashion.

3.7 WORKER OBLIGATIONS

3.7.1 All workers are required to comply rigorously with legal provisions and regulations related to occupational health and safety, as well as the instructions of the company head and the internal regulations, including:

1. The execution of the work;
2. The use and good maintenance of material, vehicles, machines and installations available to them;
3. The use and maintenance of individual protective equipment that has been supplied to them.

3.7.2 Workers are strictly forbidden from:

1. Preventing or disturbing the application of hygiene and safety measures prescribed for the work premises;
2. Modifying, taking, destroying or removing the recommendations or instructions affixed anywhere in the workplace and the alarm systems set up in the workplace;
3. Operating, using or carrying out any manoeuvre on the materials, vehicles and safety devices, except in cases of immediate danger.
CHAPTER 4: TYPES OF RISK AND RISK MANAGEMENT
1. OCCUPATIONAL RISK FACTORS

The occupational risk factors to which workers are exposed are as follows:

1.1 CHEMICAL RISKS: agrochemicals, gas, vapour, dust, mist, fumes and others.
1.2 PHYSICAL RISKS: noise, vibrations, ionising radiation (high and low frequency), extreme temperatures (cold, heat), differential pressure, and others.
1.3 BIOLOGICAL RISKS: viruses, bacteria, fungus, rickettsia, parasites, vectors and others.
1.4 ERGONOMIC RISKS: handling loads, posture, repetitive movements, and others.
1.5 PSYCHOSOCIAL RISKS: bad work organisation (shifts, breaks), mental overload, stress, and others.
1.6 MECHANICAL RISKS: all factors related to objects, machinery, equipment and tools that may cause occupational accidents, either due to a lack of preventative and/or corrective maintenance, or the absence of a safety device in a force transmission system, mobile or protruding parts in an object and the absence of appropriate tools or personal protection elements.
1.7 CATASTROPHIC RISKS: explosions, fires, natural disasters, etc.

The following chapter will explain in detail those risks factors which are most common in the banana industry, with guidance on the prevention and control of these risks at farm level.

Further information on the specific risks associated with each role in the farm and packing house, and how to manage these specific risks, can be found in PART 2: MANUAL FOR WORKERS.

2. CHEMICAL RISKS

In the banana sector, a large variety of chemical substances is used, from fertiliser in order to feed and fortify crops to pesticides and insecticides to eliminate weeds and pests.

Due to the potential consequences for plantation workers, the use and manipulation of pesticides pose many risks and so they must be controlled.

Chemical pollutants can enter the worker's body through the mouth, the respiratory tract, the skin or parenterally. The risk is created according to the dose absorbed and this dose, in itself, depends on the time of exposure and the concentration of said substance in the workplace environment.

Workers can be exposed to various sources of chemical products during their work, as they are continuously present throughout the various phases of the procedure, namely:

1. Production
2. Maintenance
3. Storage
4. Transport
5. The elimination and processing of product residue
6. Emissions when various tasks are carried out
7. The maintenance, repair and cleaning of the equipment and receptacles used and containing chemical substances

Therefore, the plantation is obligated to establish and publish procedures that cover all stages of production where chemical substances are manipulated, from their receipt to their use or elimination. Similarly, workers are responsible for staying healthy, following procedures established so they can work safely, knowing the data sheets for product safety (MSDS) and using the required PPE.

The plantation administrator, prior to starting any fumigation operation, must ensure that all equipment is in perfect working order and that all workers who manipulate or apply chemical substances receive appropriate training, particularly so that they can:

1. Understand the indications on the product label
2. Understand how the equipment runs
3. Take appropriate measures of protection
4. Understand the emergency procedures to carry out in the event of overexposure

If the plantation uses organophosphate pesticides or pesticides containing an organic phosphorus component (n-methyl carbamate), then a programme must be implemented to monitor the level of cholinesterase in workers who manipulate said pesticides.

The plantation administrator must also ensure that procedures have been implemented in order to react to emergencies, particularly linked to the flow of toxic products. As a safety measure, the plantation must make full cleaning kits available where necessary.

For further information for workers see PART 2: MANUAL FOR WORKERS, ANNEX 1. WORKING WITH CHEMICALS
2.1 RISKS FOR SPECIAL POPULATIONS

The ILO refers to the study reports of the agency, Inter Press Service, which demonstrate that chemical substances and other toxins have a “particularly devastating effect on women’s health” (especially due to their impact on their biological reproductive functions). The World Health Organisation (WHO) also recognises that pregnant women and children are more vulnerable to pesticides.

Children can be exposed if they are present at an agricultural workplace or if members of their family go home and their skin or clothes are covered in pesticides or even if the family vehicle has been contaminated. Therefore, particular care needs to be taken to keep children away from sources of pesticides (clothing, containers etc.).

The unborn foetus is vulnerable to exposure during various phases of its development. The degree of vulnerability can vary, depending on which pesticide is involved. Similarly, infants who are being breastfed can absorb pesticides that may be found in the breast milk of their mother who may have been exposed.

Therefore, the exposure of pregnant or breastfeeding women to pesticides must be avoided as much as possible. They must be placed at work stations where there is less risk: packaging, labelling, inspecting ripe bananas, de-flowering, removing padding, sanitary control.

2.2 MARKING AND LABELLING PESTICIDES

The labelling is designed in order to clearly and simply inform the final user of a pesticide about both aspects related to the control of harmful organisms and precautions to take for risk-free use. Therefore, it is important to read and understand the entire label as it contains all useful information, for example: the chemical products in the pesticides; the use of the product (what it is for); potential risks; how to use it and what to do in the event of an accident. The label is a legal requirement: indeed, the law stipulates that pesticide manufacturers and importers must include a certain amount of information on the label of their products.

The label must be read carefully, particularly in the following situations:

1. **Before buying a pesticide**
   - Read the label carefully before buying a pesticide product to check that the product is authorised for your intended use. This use must be found on the label. If the desired product use or application is not found there then this use is illegal. You need to know the formula, how to prepare it and apply it; the information on the label will inform you on the quantity of product you need.

2. **Before using the pesticide**
   - Read the label to know whether there are any use restrictions (e.g. toxicity category for worker health and environmental impacts); restrictions regarding application hours (e.g. no application during the hottest hours of the day); whether it is necessary to use PPE when mixing or applying the product and what kind of first aid should be administered in the event of an accident.

3. **Before storing the pesticide**
   - Read the label to know whether any recommendations should be followed regarding storage or warehousing (e.g. in the original container, hermetically sealed, visible label, stored in a cool dry place, locked premises).

4. **How to dispose of empty containers that have contained a pesticide**
   - Read the label to learn how to dispose of the recipients in a risk-free manner. For example, once the product is no longer being used, the triple washing technique must be employed to clean the contaminated containers before disposing of them:

   1. Drain the container. Add water until it is one fourth (1/4) full.
   2. Seal the container. Shake for thirty seconds.
   3. Pour the water into the spray tank and repeat the procedure three times.

Puncture the empty container to prevent it from being reused. Store and take to the collection centre.

---

2 The risks are described in the article “Exposure to toxic elements via breast milk”, published by A. Oaskarsson et al. in the Analyst journal, issue 120 (3), pages 765-770.
The appropriate use of any herbicide directly depends on the product information available. Therefore, the label on the container is a major element and is often the only information available to the user.

Applicable regulations stipulate that:

1. Any plant-protection product must be distributed in closed containers with indelible labels.
2. The labels must be written in French and in English.
3. The label must comprise three sections, that is to say: a section that identifies the product, a section that contains the usage recommendations and a section regarding precautions and warnings.

**FIGURE 1: SAMPLE PESTICIDE LABEL**
The label of all products designed for crops have a colour-coded band at the bottom, which indicates the degree of toxicity, and pictograms regarding the use of protective equipment and control of the environment.

Pictograms, related to the use of protective equipment must be taken into account, as well as label colours, as the latter allow the category or degree of substance toxicity to be identified.

Please refer to the international technical standard for more information on the toxicological classification of pesticides and to see the list of active ingredients according to toxicological category.

**FIGURE 2: LABEL COLOUR AND DEGREE OF TOXICITY**

<table>
<thead>
<tr>
<th>LABEL COLOUR</th>
<th>LEVEL OF TOXICITY</th>
<th>HAZARD</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Ia Extremely toxic</td>
<td>VERY TOXIC</td>
</tr>
<tr>
<td></td>
<td>Ib Highly toxic</td>
<td>TOXIC</td>
</tr>
<tr>
<td></td>
<td>II Moderately toxic</td>
<td>HARMFUL</td>
</tr>
<tr>
<td></td>
<td>III Slightly toxic</td>
<td>DANGER</td>
</tr>
<tr>
<td></td>
<td>IV Practically non-toxic</td>
<td>CAUTION</td>
</tr>
</tbody>
</table>

All crop product labels have a coloured stripe on the bottom part indicating their toxicity level. They also have pictograms on the use of protective clothing and environmental protection:

**FIGURE 3: PICTOGRAMS OF PROTECTIVE EQUIPMENT FOR PESTICIDE USE**

<table>
<thead>
<tr>
<th>Symbol</th>
<th>Situation represented</th>
<th>Symbol</th>
<th>Situation represented</th>
</tr>
</thead>
<tbody>
<tr>
<td><img src="image" alt="Storage" /></td>
<td>Storage</td>
<td><img src="image" alt="Advice" /></td>
<td>Wear overalls during application</td>
</tr>
<tr>
<td><img src="image" alt="Activity" /></td>
<td>use gloves when handling products</td>
<td><img src="image" alt="Activity" /></td>
<td>Cover nose and mouth for protection</td>
</tr>
<tr>
<td><img src="image" alt="Activity" /></td>
<td>use gloves when handling products</td>
<td><img src="image" alt="Activity" /></td>
<td>Wash yourself after use</td>
</tr>
<tr>
<td><img src="image" alt="Activity" /></td>
<td>Use in application</td>
<td><img src="image" alt="Advice" /></td>
<td>protect face and eyes. This icon is used when there is a risk of splash back.</td>
</tr>
<tr>
<td><img src="image" alt="Advice" /></td>
<td></td>
<td><img src="image" alt="Advice" /></td>
<td>Wear an apron during application</td>
</tr>
<tr>
<td><img src="image" alt="Advice" /></td>
<td>Cover nose and mouth for protection</td>
<td><img src="image" alt="Advice" /></td>
<td>Harmful to fish. Do not contaminate lakes, rivers, ponds or streams.</td>
</tr>
<tr>
<td><img src="image" alt="Advice" /></td>
<td>Harmful to animals</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
In plantations, toxic and flammable products, such as fuels, oils, etc. are also used as well as pesticides. They can be identified according to the provisions of the Standard NFPA704.

This classification is related to the “fire diamond”, which is used for warnings regarding hazards that may be caused by flammable and radioactive materials. Therefore, in the banana industry, it is important for all personnel members to be aware both of the classification criteria and what each number means according to the colour.

The NFPA 704 standard creates an illustration based on a diamond divided into four parts. Each part is a different colour and represents the levels of hazard of the substance being classified.

**RED.** This colour indicates the flammability risks.

**BLUE.** This colour indicates the health risks.

**YELLOW.** This colour indicates the product instability risks.

**WHITE.** This part contains indications that refer specifically to certain products, such as oxidants, products that react to water, or asphyxiants.

The levels of hazard are indicated in each descriptive section, using a numeric scale, as shown on the following page in Table 3: Hazard Level:
### TABLE 2: HAZARD LEVEL

<table>
<thead>
<tr>
<th>LEVEL OF DANGER</th>
<th>BLUE - HEALTH</th>
<th>RED - FLAMMABILITY</th>
<th>YELLOW - INSTABILITY</th>
</tr>
</thead>
</table>
| 4               | Substances that can be lethal in certain non-controlled conditions.  
*E.g. Aluminium phosphide, phenol, chlorine.* | Substances that evaporate quickly or fully at room temperature and under normal atmospheric pressure, or that disperse and burn easily in the air.  
*E.g. Isobutane, Acetaldehyde, Acetylene.* | Substances that, in themselves, can explode or decompose or produce explosive reactions at a normal temperature and under normal pressure. Substances that are sensitive to localised heat or mechanical shocks at a normal temperature and under normal pressure. Substances that react quickly and are self-igniting when at a high temperature (200°C to 250°C).  
*E.g. Peracetic acid, nitroglycerin.* |
| 3               | Substances that can cause serious or permanent lesions in certain non-controlled conditions.  
*E.g. Sodium hydroxide, diethylamine, liquid nitrogen.* | Liquid and solid substances that may ignite in almost all conditions at room temperature. Substances that, when in this form and when they come into the atmosphere, are hazardous in almost all room temperatures.  
*E.g. Aluminium, acetone, benzene.* | Substances that, in themselves, can explode, decompose or have an explosive reaction but that, in order to do so, require a powerful detonator or must be heated in a confined space (prior to any ignition procedure).  
*E.g. Nitrocellulose, dinitroaniline.* |
| 2               | Substances that can cause temporary incapacity or residual damage in certain non-controlled conditions.  
*E.g. Sulphur, toluene, xylene.* | Substances that must be heated gently or exposed to relatively high temperatures before igniting.  
*E.g. Benzaldehyde, liquid asphalt.* | Substances that undergo strong chemical changes at high temperatures and pressures.  
*E.g. Benzoyl chloride, sulphuric acid.* |
| 1               | Substances that can cause significant irritation in certain non-controlled conditions.  
*E.g. Red phosphorus, ethylene, ether.* | Substances that must be preheated before igniting.  
*E.g. Red phosphorus, ethylene, ether.* | Substances that, in themselves, are normally stable but that may become unstable at high temperatures and pressures.  
*E.g. Ether, calcium oxide, nitric acid.* |
| 0               | Substances that may not present any more danger than an ordinary combustible material in certain non-controlled conditions.  
*E.g. Aluminium powder, palm oil.* | Substances that do not burn when they are exposed to fire, including substances that are intrinsically non-combustible.  
*E.g. Concrete, sand, hydrochloric acid.* | Substances that are normally stable, even under fire.  
*E.g. Barium chloride, liquid oxygen.* |
The only symbols that can be found in the white section are:

1. **OXI** oxidising agent
2. **R** Strong or hazardous reaction to water
3. **AS** Simple asphyxiant gas (this symbol is only used for the following gasses: nitrogen, helium, neon, argon, krypton, xenon). The symbol “SA” for simple asphyxiants (gasses) can also be seen.

With regard to substances that require both symbols W and OXI, W is more critical (particularly for fire-fighters) and so it must be left in the corresponding diamond. The OX symbol is placed below.

Any other symbol that is not listed above does not pertain to the NFPA 704 standard and should appear outside the diamond. It is not necessary to indicate anything that is particular to corrosive substances as this risk is already taken into account in the blue HEALTH category.

### 2.3 MANAGING MATERIAL SAFETY DATA SHEETS (MSDS)

It is useful to know the material safety data sheet of a product in order to identify dangers and risks pertaining to the product, such as flammability, instability, reactivity, toxicity, possible injury caused by contact, etc. The sheets help avoid any improper manipulation, potentially limit the need to use PPE and prepare for action in the case of an emergency.

This document provides information required to manipulate the product in question in a risk-free manner and it also covers aspects related to storage, transport, use and the elimination of residue, as well as measures to take in the event of an accident.

These sheets must always be available to personnel handling the products in question.

The chemical supplier is obligated to issue an MSDS for each product in the English and French language.

See the sample Material Safety Data Sheet in Appendix 7 and Figure 5 ‘Sections of a MSDS’ below on page 21.
FIGURE 5: SECTIONS OF MSDS

**Section 1:** Identification – Identifies/names the product.

**Section 2:** Identification of the hazard(s) – Lists the hazards related to the product.

**Section 3:** Composition/Information on the ingredients – Describes the ingredients in the product.

**Section 4:** First aid measures – Describes first aid measures to be administrated to the person who was exposed to the product.

**Section 5:** Anti-fire measures – Recommendations to fight against any fire that was potentially caused by the product.

**Section 6:** Measures in the event of accidental spillage – Recommendations in the event of any product spillage, leakage or discharge.

**Section 7:** Manipulation and storage – Describes the precautions to take when handling the product and ensure that it is safely and properly stored.

**Section 8:** Exposure control/Personnel protection – Describes the measures to take in order to reduce the worker’s exposure to the product.

**Section 9:** Physical and chemical properties – Describes the physical and chemical properties of the product.

**Section 10:** Stability and reactivity – Describes the product’s chemical stability and the characteristics of its reactivity.

**Section 11:** Information on toxicology – Describes the toxic effects that the product can have on health and forms of exposure.

**Section 12:** Ecological information – Describes the effects of the product if it is discharged into the environment.

**Section 13:** Considerations for elimination – Describes suitable ways of eliminating the product.

**Section 14:** Information on transportation – Describes suitable ways of moving and transporting the product.

**Section 15:** Information on regulations – Describes the regulations that apply to the product, which are not included in any other section of the data sheet.

**Section 16:** Other information – Indicates the date when the safety sheet was drafted or updated.
2.4 STORAGE

Standards require a warehouse or storage premises exclusively reserved for pesticides; other products, such as fertilisers, fuels, personal protective equipment and tools, inter alia, must be kept separately. Standards for good agricultural practice, for example, the GlobalGAP standard, provide for a chapter entirely related to the correct storage of pesticides, which can serve as a guide.

The international technical standard sets conditions to follow and precautions to take to store and transport these substances. Indeed, the inadequate storage of chemicals, particularly in the event of an incompatibility, may provoke fires, explosions and, consequently, material damage and even loss of human lives.

The general rules, which apply to the storage of chemicals, are listed below.

2.4.1 Chemical storage guidelines

When a chemical must be stored, you need to consult its safety data sheet, namely the sections regarding regulations, transport and the product’s stability-reactivity, depending on whether it will be stored temporarily or permanently. The following precautions must be taken:

1. Check whether the space in which the chemicals are kept meet basic standards, such as: adequate ventilation and lighting, emergency exits, non-combustible walls, a non-absorbent floor, presence of a siphon or flow path, shelves or counters in good, tidy, clean condition, availability or proximity of elements required in the case of an emergency (extinguishers, sinks, showers, kits in the event of spillage).

2. Draft and update the inventory of chemicals in storage. This document must always be available on the premises or at the storage location.

3. Separate solid and liquid products, organise the spaces for each category in compliance with the required safety measures; it is recommended that solid products be on shelves above liquid products.

4. Consult the safety data sheet corresponding to each chemical being stored (the packaging of certain products contains the label or an information sheet). Generally, the United Nations systems is used. This system classifies hazardous substances into nine large groups hereafter referred to as “Classes”, which in turn are divided into sub-classes to refine the level of hazardousness. Each numbered class corresponds to a pictogram with a background in a specific colour, in the shape of a diamond with a drawing that represents the hazard. These categories and the corresponding grid can be consulted (Chemical labelling guide).

5. According to the product class (which can be identified according to the corresponding diamond), a grid of incompatibility of chemicals must be applied (see following section) in order to check the compatibility of the product being stored with products already on the premises, prior to its storage. The grid is read by crossing the different hazard classes described. This grid must be displayed and visible at the entrance of the area where the chemicals are stored temporarily or permanently.

6. It is advisable to use chemicals with a low risk as a physical barrier to separate two classes of incompatible products. For example: sodium chloride, silica gel, inter alia.

7. Products pertaining to the same risk class must be grouped together.
4. Consult the safety data sheet corresponding to each chemical being stored (the packaging of certain products contains the label or an information sheet). Generally, the United Nations systems is used. This system classifies hazardous substances into nine large groups hereafter referred to as “Classes”, which in turn are divided into sub-classes to refine the level of hazardousness. Each numbered class corresponds to a pictogram with a background in a specific colour, in the shape of a diamond with a drawing that represents the hazard. These categories and the corresponding grid can be consulted (Chemical labelling guide).

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7. Products pertaining to the same risk class must be grouped together.

Table 3: Incompatibility Grid for Chemicals

<table>
<thead>
<tr>
<th>CLASS</th>
<th>UN</th>
<th>Explosives</th>
<th>6 sections</th>
<th>1</th>
<th></th>
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</tr>
</thead>
<tbody>
<tr>
<td>CLASS 2</td>
<td>Section 2.1: Flammable gases</td>
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<tr>
<td>CLASS 3</td>
<td>Explosives</td>
<td>6 divisions</td>
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<tr>
<td>CLASS 3</td>
<td>Section 2.3</td>
<td>TOXIC GASES</td>
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<td>CLASS 3</td>
<td>Flammable liquids</td>
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<tr>
<td>CLASS 4</td>
<td>Section 4.1: Flammable solids, self-reactive and depolymerised explosives</td>
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<td>CLASS 4</td>
<td>Section 4.2: Spontaneously combustible substances</td>
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<td>CLASS 4</td>
<td>Section 4.3: Substances which when in contact with water release flammable gases</td>
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<td>CLASS 5</td>
<td>Section 5.1: Oxidising agents</td>
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<tr>
<td>CLASS 5</td>
<td>Section 5.2: Organic peroxides</td>
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<tr>
<td>CLASS 6</td>
<td>Section 6.1: Toxic substances</td>
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<tr>
<td>CLASS 7</td>
<td>Radioactive material</td>
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<tr>
<td>CLASS 8</td>
<td>Corrosive substances</td>
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<tr>
<td>CLASS 9</td>
<td>Other various dangerous substances and objects</td>
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</tbody>
</table>

a) Meaning of colours
- The products can be stored together; use the MSDS to check the reactivity of each product.
- Precaution, potential restrictions; use the MSDS to review the incompatibilities; there is a risk of incompatibility and particular precautions may be necessary.
- The products are incompatible: they need to be stored separately.

b) Meaning of numbers
The mixed storage of explosive materials depends on particular incompatibilities, such as those listed.

The class 9 substances (various hazardous substances and objects) are easily inflammable and contribute to fire spreading quickly; they must not be stored near toxic substances of flammable liquids.

Mixed storing is only allowed if the products do not react amongst themselves in the event of an incident; it is recommended to keep them in small cabinets or any other location that is physically separate to avoid contact.

Corrosive liquids that are placed in breakable containers must not be stored with flammable liquids, unless they are physically separate (safety cabinet or any other effective means to avoid accidental contact).

c) Important comments
Products belonging to the gas group (class 2.1, 2.2 and 2.3) must be stored separately from other products, regardless of chemical compatibility, as they require special conditions.

Small pressurised containers (aerosols) can lead to more or less significant restrictions with regard to flammable liquids, toxic and class 9 substances.

Products in class 6.2 (infectious) require special conditions and their storage complies with specific regulations.
When does the incompatibility grid for storage apply?

- When a worker in a banana company, who is responsible for this task, must store a chemical temporarily or permanently, they must take into account the product’s frequency of use.

Where does the incompatibility grid for storage apply?

- In all areas or installations of the company where the chemicals are stored.

Why was the incompatibility grid for storage created?

- For necessary risk prevention and protection measures to be taken in order to avoid harmful effects on worker health and negative environmental consequences in the case of non-compliant storage of chemicals.

2.4.2 Chemical storage premises

Premises provided for the storage of chemicals, in addition to the applicable regulatory provisions, must have a specific location and layout:

1. They must be located in areas that are far from offices, production areas and areas for the storage of raw materials or finished products, places where food products designed for human or animal consumption are manufactured.
2. They must be located in protected areas that cannot be flooded and, according to the risk analysis, take into consideration the distance between the premises and residential areas, educational centres and healthcare establishments.
3. The installations must be very well ventilated and, if necessary, there must be mechanical ventilators (air extractors) that are also protected by a grate that is thin enough to avoid insects, animals or birds entering.
4. The floor must be waterproof (concrete or other) and there must be an incline and pipes for collection in the case of an accidental spillage.
5. The premises need to be identified with signs and also have internal and external signs.
6. Access to the premises shall be restricted to authorised personnel members.
7. Containers must not be placed on the ground but on platforms.
8. The entire chemical storage area shall be contained within a drip tray, according to the quantity and nature of products, as well as the applicable standards.
9. The chemicals must be placed on structures or platforms to avoid the deterioration of packaging due to corrosion or humidity.
10. Liquid formulas must be in containers with a pouring spout at the top, which are properly closed and located at the lower part of the shelf.
11. Store chemicals in their original container with their respective label, according to the national standard in force.
12. Rank the different chemicals according to their toxicological category and their physical state (type of formula).
13. Store the products by leaving a space between the rows or shelves.
14. Each location shall be equipped with a kit/material in case of an emergency: a container with clean absorbent material (sawdust, sand, lime, etc.) and another empty container. The absorbent material that shall be used must be placed in the empty container immediately after having been used for cleaning; this used material must be disposed of in compliance with the provisions in force.
15. The containers that contain chemicals shall be filled and emptied while taking the necessary precautions to avoid any spillage and contamination of personnel.
16. The areas designated for chemical storage shall be exclusively designed for this purpose and in no event can the following be stored there: food and drink, medication, clothing, domestic utensils or any other product for human consumption, which, if contaminated, could present a health risk.

2.5 PERSONAL PROTECTIVE EQUIPMENT (PPE)

In Cameroon, article 4 of decree N°039/MTPS/IMT of 26 November 1984 stipulates that: “The employer is required to provide workers with and maintain premises, installations and tools that are appropriate for their work in order to ensure that workers are adequately protected against occupational accidents and any damage to their health.”

Furthermore, the employer must guarantee the supply, maintenance and replenishment of individual and collective means of protection, which are proven to be effective, for workers, according to their activities. This protection must be provided free of any charge to workers.

All risk zones including those where PPE is compulsory must be signposted by the company.

The authority defines protective equipment according to the nature of the work. This equipment comprises:

1. Respirators when the nature of the industry or works being carried out do not sufficiently eliminate gasses, steam, dust and other harmful emissions;
2. Glasses, visors or other eye protection devices designed to protect the worker against all solid, liquid, gas projections or radiation that may cause injuries that are harmful to sight; protection against all hazardous projections and the potential falling of objects;
3. Gloves, gauntlets, muffs, headgear, hoods and special shoes to provide workers with appropriate protection against projections, emissions and hazardous contact;
4. Special clothing and/or equipment designed to protect workers when they are carrying out hazardous tasks or simply tasks where they may get dirty;
5. All other appliances, devices or accessories designed to protect workers against the risks pertaining to their activity.

PPE can be chosen according to the following criteria:

- level of protection;
- compliance with national and international standards;
- convenience;
- sustainability.

Work clothes and PPE must be selected based on the risk evaluation of the workstation - including assessment of any chemical products being used - and the subsequent approval of company managers.

Workers are required to comply rigorously with legal provisions and regulations related to occupational health and safety, as well as the instructions of the company head and the internal regulations, namely involving the use and maintenance of individual protective equipment that has been supplied to them.

2.5.1 Storage

PPE must be stored according to the manufacturer’s recommendations and never in a location where there are chemicals. Once the personal protective equipment and work clothes have been approved, the occupational health and safety manager should ensure enough stock of said clothing and equipment to meet the company needs. This manager should keep a register of the equipment (PPE and clothing) provided to personnel.

2.5.2 Use

The use of PPE is compulsory when defined as such by the company according to the risk analysis and also in relation to the requirements indicated on the labels and MSDS of any products that they must manipulate.

2.5.3 Cleaning

Any work clothing and PPE that has been in contact with pesticide or other hazardous substances must be cleaned and decontaminated after each use – gloves must be worn. This should be carried out in designated areas within the workplace, as provided by the company. Workers should NEVER wash their PPE at home to avoid any contamination to family members, in particular children.
2.5.4 Change, renewal and restitution
Worn or damaged PPE must be replaced immediately. In particular mask filters must be changed frequently, according to the manufacturer’s instructions.

If the PPE is worn or damaged then the worker must request a replacement from their supervisor or the company’s health and safety manager. In order to change the PPE or the work clothing, the worker in question must return the used equipment before receiving new items. The manager shall determine whether the equipment can be reused or whether it must be eliminated – the protection of workers health should be the key element in any decision-making process.

When a worker’s contract ends then they must return all PPE and clothing that they have received by their employer.

2.6 HANDLING AGROCHEMICALS

Several chemicals are used in banana farming, particularly fertilisation, weed control and disease control. The most frequently used chemicals in banana plantations can be grouped into the following categories:

1. Fertilisers: used to fertilise and nourish crops, usually with a nitrate and sulphate base but also made from organic substances from animal or plant matter in some cases.
2. Herbicides: used to control and eliminate weeds, for example Glyphosate (Panzer and Roundup) and Paraquat (Gramoxone)
3. Insecticides: used to control pests, for example Chlorpyrifos
4. Fungicides: used to control fungus such as the sigatoka (black leaf streak) and protect the banana crown, for example Mancozeb.
5. Nematacides: used to kill the plant parasites and nematodes, for example Oxamyl, Terbufos (Control) and Cadusafos.

These products may impact on the health of workers and the effects vary according to the toxicity of the substance used and the frequency and length of exposure. Prolonged exposure presents particular risks as workers often do not immediately feel the effects on their health, which can sometimes appear months or years later.

Employers must adopt specific measures to protect workers from hazards that originate from the use of chemicals at work, for example:
1. inform workers regarding the hazards related to exposure to chemicals used at the workplace;
2. train workers on how to understand and follow instructions on the labels and safety data sheets;
3. use the safety data sheets as a basis, as well as other specific information that is available at the workplace, to prepare instructions for workers, which must be issued in writing;
4. continuously provide workers with training on procedures and practices to follow in order to use chemicals at work in a risk-free manner.

The company is obliged to establish and publish procedures that cover all stages of production where chemical substances are manipulated, from their receipt to their use or elimination.

Similarly, workers are responsible for following procedures established so they can work safely and stay healthy, refer to the data sheets for product safety (MSDS) and use the required PPE.

The plantation administrator, prior to starting any fumigation operation, must ensure that all equipment is in perfect working order and that all workers who handle or apply chemical substances receive appropriate training, particularly so that they can:

a) understand the indications on the product label;
b) understand how the equipment runs;
c) take appropriate measures of protection;
d) understand the emergency procedures to carry out in the event of overexposure.

If the plantation uses organophosphate pesticides or pesticides containing n-methyl carbamates then it must provide for a preventative medicine system in order to monitor the cholinesterase levels of the workers in question, that is to say all workers who manipulate these products, whether they are responsible for mixing them, transporting them, or applying them, etc.

Similarly, periods where access to treated areas are restricted for workers, from the moment where pesticides are applied, must be provided for, regardless of the type of pesticide and in accordance with the risk analysis carried out by competent authorities. During these periods of limited access, the areas treated with pesticides must be appropriately signposted to notify people of the hazard; the signposts must be easy to understand for everyone, including workers and persons residing nearby.

In all workplaces, relevant information must be displayed or made available to workers through various means, regarding the toxicity of pesticides and other products in use, and authorised or restricted access hours, etc.

The hazard related to exposure to an agrochemical product when there is no control in place can lead to poisoning through the lungs, the skin, the digestive system or parenterally (nose, skin, mouth, eyes).
<table>
<thead>
<tr>
<th>HAZARD</th>
<th>CONTROL</th>
<th>CORRECTIVE MEASURE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Incorrect dosage of products for a planned application (overdose or insufficient dosage).</td>
<td>The dosage must be carried out by personnel who have been trained for this purpose and have expertise in the matter. Consult the indications on the label or call a technician.</td>
<td>Revise and amend the dosage. Calibrate and sort the pouring spouts by suitable use, according to the type of product. Farmers may only purchase and use agrochemical products, which are on the register of the national authority in charge of plant and animal sanitation, as well as food safety. These products may only be purchased from authorised distributors and retailers.</td>
</tr>
<tr>
<td>Prolonged storage of products, exceeding the expiration date.</td>
<td>Keep a register of the products entering and exiting the storage area.</td>
<td>Get rid of expired products according to the legal provisions and regulations in force, as well as the indications by the competent authorities.</td>
</tr>
<tr>
<td>Personnel access to the farmed area during aerial fumigation activities.</td>
<td>Signposting.</td>
<td>Signposts specifically for the agricultural sector must be visible and placed at the entrance of the farm, namely for lorries and also at pedestrian crossings. Posts and signs must be made of weather-resistant materials; they must be large enough to be clearly legible from a distance of at least 20 m, they must also be located at entrances and access roads and must be maintained so that they remain in good condition, in compliance with the standards in force and the corresponding technical INEN standard.</td>
</tr>
<tr>
<td>Exposure to agrochemical products.</td>
<td>Install eye wash stations, emergency showers and washing places for contaminated work clothing.</td>
<td>Provide adequate sanitary equipment: washstands, eye wash stations, for emergencies, showers to decontaminate workers, wash contaminated clothing, and changing rooms, according to the number of workers.</td>
</tr>
<tr>
<td>Ignorance of safety precautions to take when using agrochemical products.</td>
<td>Provide safety data sheets for all products used.</td>
<td>Farmers must provide all workers with the safety data sheets for the chemicals used on their farm.</td>
</tr>
<tr>
<td>Pesticides are not applied manually or sprayed at the recommended hours (early in the morning when the temperature is cooler).</td>
<td>Prohibit applying pesticides between 10:00 am and 02:00 pm.</td>
<td>Do not let workers work for more than 4 hours in a row when they are carrying out spraying tasks and provide for personnel rotation every 6 months.</td>
</tr>
<tr>
<td>Intoxication of workers and pilots in charge of applying the products.</td>
<td>Respect the established working hours.</td>
<td>Rotate workers and pilots in accordance with the standards in force.</td>
</tr>
</tbody>
</table>

All workers associated with tasks that involve the use and manipulation of pesticides must be trained on how to handle chemicals in a risk-free manner, by qualified professionals who must emphasise the hazards and precautions to take.

For specific information on the chemical risk management measures required for each specific worker role in banana production see PART 2: MANUAL FOR WORKERS and its ANNEX 1: WORKING WITH CHEMICALS.
3. PHYSICAL RISKS

These risks are incurred when workers are exposed to extreme physical factors that go beyond what the body can withstand and do not correspond to a normal tolerable environmental situation in any usual workplace.

3.1 EXPOSURE TO EXTREME TEMPERATURES (EXTREME COLD OR EXTREME HEAT, OF ATMOSPHERIC ORIGIN OR DUE TO WORKING CONDITIONS)

Workers who are exposed to atmospheres that are extremely hot or extremely cold may suffer from physiological disorders.

To reduce the effect of extreme temperatures in work areas, the employer must follow the following recommendations:

1. They must provide their personnel with suitable work clothing in accordance with the activity they are carrying out and thermal conditions.
2. In closed areas, such as offices, hangars, warehouses, etc., where the temperature exceeds 24°C, a ventilation or air conditioning system is necessary.
3. Portable drinking fountains must be installed or hydrating drinks must be made available in fields and areas where personnel are exposed to high temperatures.
4. For all manual work lasting for a prolonged period of time, break times must be authorised so that workers have time to rehydrate and rest in shaded areas.
5. In installations or during operational procedures that generate a lot of heat, measures must be taken to the greatest possible degree to avoid reaching temperatures that are hazardous to workers.
6. The time that workers spend in closed areas without ventilation or where temperatures can climb must be limited by establishing rotations. Furthermore, metabolic activity and the level of protection or insulation provided by work clothing must be taken into account.
7. Installations that generate heat or cold must be located at a reasonable distance from work areas, within the limit of what is required for operational procedures, in order to avoid any hazard, such as fire or explosion, emission of harmful gasses and direct radiation and the effects of the cold, the heat and drafts, which could harm the health of workers.

3.2 NON-IONISING RADIATION (SOLAR LIGHT, INDUSTRIAL DRYING, WELDING, SMELTING)

Non-ionising radiation (low-frequency fields and wavelengths) can cause effects that are difficult to detect but that are potentially harmful to health.

To control this type of radiation at the workplace, the following considerations apply:

1. Personnel affected by welding operations (welder and assistant) must receive sufficient training regarding the risks pertaining to this activity and the related prevention measures, particularly regarding the use of PPE. All welding work must be authorised before being carried out.
2. Personnel exposed to bad weather (farm workers, etc.) must be able to protect themselves from risks related to exposure to UV rays by using appropriate clothing (canvas and cotton) and particularly by covering their heads with wide-brimmed hats that protect the face and the neck. They can also apply sun cream and sunscreens. Furthermore, shaded areas must be available to them, as well as all previously listed measures of protection.

3.3 EXPOSURE TO NOISE (MOTORS, ELECTRONIC TOOLS AND MACHINES)

Noise is a form of physical pollution. It is air-transmitted in waves. To control this type of noise at the workplace, the following considerations apply:

1. The level of sound pressure must be measured regularly and, if necessary, noise maps should be drafted. The commonly accepted and tolerable noise limit is set at 85 A-weighted dB on the sonometer, for workers who usually work continuously in one same place for 8 hours in noisy conditions.
2. The level of noise must be controlled at the source and at the means of transmission. If necessary, noisy operations must be isolated using applicable engineering techniques. Individual means of protection shall only be used in the event that no technique can be applied to reduce exposure to noise and its harmful effects.
3. Workers in question shall be equipped with headsets and other suitable hearing protection PPE, according to the level of noise measured, the length of exposure, the capacity of the hearing protection filter and the compatibility with other personal protection elements being used at the same workplace.
4. Remaining in excessively noisy areas without personal protection is forbidden.
3.4 Vibrations (machines, electronic tools, internal combustion engines)

Exposure to vibrations occur when the oscillation of a structure is transmitted to a body part. The vibration can cause discomfort, loss of precision when carrying out movements, a lesser performance due to fatigue, and even serious health issues.

To control vibrations at the workplace, the following considerations apply:

1. Any agro-industrial equipment, machine and tool that may emit vibrations must be subject to preventative maintenance, in compliance with a plan.
2. Workers who are exposed to vibrations must be equipped with suitable PPE.
3. If vibrations emitted by equipment cannot be avoided then the work shall be organised in order for personnel to rotate more so that their exposure time is limited.
4. Heavy equipment such as tractors, power shovels and excavators, etc., which produce vibrations, must be fitted with a seat with a sufficiently comfortable back that cushions the movement.
4. ERGONOMIC RISKS

These are the risk factors that result mainly from work load and organisation.

Taking "active breaks" is recommended for all tasks related to banana farming and for any for the ergonomic risks listed as follows. The ILO, in their Encyclopaedia of Occupational Health and Safety, recommend taking active breaks for 5 minutes every hour. For more information, see Appendix 4, Activity 7 ‘Active breaks’.

4.1 FORCED POSTURES

Forced postures are various body positions that are either fixed or limit mobility, cause muscles and tendons to contract excessively, or put excessive and sometimes asymmetrical pressure on joints, thus causing a static position that puts stress on muscles.

To control forced postures at the workplace, the following considerations apply:

1. Personnel members who work standing up must be trained regarding good practices in order to avoid prolonged static postures when carrying out their work.
2. Workers are recommended to stretch their upper and lower limbs and carry out movements to increase joint flexibility at the beginning of the working day and throughout their working hours.
3. Workers must reduce the frequency of the movements as much as possible or modify their movements in order to better control their physical effort.
4. When work is carried out sitting down, the back must be kept straight and against the back of the chair. Workers must align their elbows with the work table and adapt the height of the chair to their work. They must also change position often (for example, by getting up from their chair regularly).
5. The height of the workstation must be adapted to the worker.

4.2 REPETITIVE MOVEMENTS

Repetitive work consists of a worker carrying out the same activity within a given time (ranging from a few seconds to a few minutes) and then repeating said activity constantly throughout a work cycle; or it is when a worker, regardless of the length of the cycle, repeats the same actions for at least half of the duration of said task.

To control repetitive movements at the workplace, the following considerations apply:

a) When the work is carried out standing up at a workstation then workers must vary their posture to help with blood circulation.
b) They must take breaks to rest or recover from fatigue for a duration of 8 to 10 minutes following each hour of work.
c) Personnel must rotate between different workstations to avoid being constantly exposed to the same tasks.
d) If the task requires using both upper limbs than workers must endeavour to use them alternatively.

4.3 LOAD HANDLING

This consists of any movement that is necessary to lift and move a load or heavy object, by one or several workers. Specific actions include manual lifting, pushing, moving, putting down and repositioning a heavy object. This can lead to risks that could affect the physical health of anyone who continuously carries out this type of activity.

To limit the harmful effects related to the improper handling of heavy objects at the workplace, the following considerations apply:

1. Loads must be manipulated and transported in a mechanical manner as much as possible, using lifting devices such as forklifts, hand trolleys, pallet trucks, conveyors, cranes and hoists in warehouses.
2. Workers responsible for handling loads and materials must receive sufficient training in order to carry out these tasks safely.
3. Personnel must particularly be trained in the case when they must lift and transport heavy objects in pairs or with several workers. In this case, this type of operation must be led by one single person to ensure good coordination and avoid accidents.
4. Workers must not be obligated to manually transport a load whose weight may affect their health or safety.
5. According to national standards, a worker can lift a maximum weight of: Men: 25 kg. Women: 15 kg
6. In exceptional circumstances, in the case of adult workers who are healthy and in good physical shape, the maximum weight can be extended to 40 kg on condition that the task is temporary and carried out in safe conditions. If the weight exceeds this amount then mechanical means must be prioritised (source INSHT).
7. When sitting, workers must not lift objects exceeding 5 kg and must ensure that the object is at close proximity to their torso. Therefore, they need to avoid lifting said object from the ground or from above shoulder-level and turning or bending their torso.
8. Pregnant women should not be required to lift heavy objects.
9. Workers must wear PPE that is adapted to the risks to which they are exposed.

For more information on the procedure to lift a heavy object safely, within the aforementioned limits, see PART 2: MANUAL FOR WORKERS, Annex 2: HOW TO LIFT LOADS CORRECTLY
5. BIOLOGICAL RISKS

These types of risks may cause diseases. Indeed, any contact with a deriving organism or substance may be a threat to health. This is namely the case with the following: viruses, bacteria, parasites, fungi, insects and other types of poisonous animals, etc.

To control biological factors that may exist at the workplace, the following considerations apply:

1. Any agro-industrial activity that presents a biological risk to worker health must be carried out very cautiously and using PPE that corresponds to the nature of the risk.
2. Exposed work centres require a pest and disease control programme to prevent the incubation and spread of biological agents and other vectors of animal origin that present a risk to the health of persons.
3. Waste deposit areas shall be located at a distance that allows direct contact and thus individual infectiousness to be avoided: these areas must comply with the environmental standards in force, particularly with regard to infrastructure, which must provide for: a fire hydrant, electricity, pipes, lighting, ventilation, lack of standing water, in order to avoid the spread of infectious agents.
4. Workers shall have access to a sufficient number of toilets, which are well maintained, for men and for women; containers, which are used as bins, must be equipped with lids.
5. Spaces that do not have a drinking water supply device must contain drinking fountains for human consumption and the water quality must be regularly controlled (bacteriological analysis).

5.1 INSECT BITES AND STINGS OR ANIMAL BITES

Insect bites and stings may cause an immediate skin reaction. Red ant bites and wasp, bee and hornet stings are generally painful, whereas mosquito stings and flea and mite bites tend to be itchy.

Insect bites and stings and spider bites are more susceptible of causing death due to poisoning than snake bites.

5.1.1 Considerations

In most cases, insect bites and stings can easily be treated on site or at home. However, some people may have a severe allergic reaction, which requires immediate medical attention to avoid more severe consequences or death.

Some spider bites can be very severe and potentially deadly; however, most of them are harmless. Once bitten or stung, if possible, the insect should be brought to the relevant department to identify it and know which treatment should be administered.

5.1.2 Symptoms

Symptoms depend on the type of sting or bite and, amongst other things, they include:

- pain
- reddening
- swelling
- itching
- inflammation
- numbness
- pins and needles

Some persons may have a severe reaction to bee and insect stings, which may even be life-threatening. This is called an anaphylactic shock. This type of reaction can occur quite rapidly and cause death if no treatment is administered quickly. Anaphylaxis presents with various symptoms that can quickly manifest in the whole body, namely:

- chest pain
- swollen mouth or face
- difficulty swallowing
- difficulty breathing

If these symptoms occur medical attention must be sought immediately.

5.1.3 First aid

Refer to the First Aid Section in Chapter 5 to learn how to react in the event of an insect bite or sting.

5.1.4 Prevention measures

- Avoid fast and sudden movements near insect hives or nests.
- Avoid wearing perfume and clothing with floral patterns or dark colours.
- Use mosquito repellent lotion amongst other products, and clothes that provide good coverage.
- Be cautious if you eat out in the open, particularly with sugary drinks; do not stay near bins, which attract bees.
- If a person knows that they are allergic to insect bites or stings, they should keep a suitable emergency kit on their person (epinephrine solution (adrenaline) and ensure that close friends and family know how to use it in the case of a severe allergic reaction.
5.2 SNAKE BITES

The measures, which must be taken if somebody is bitten by a snake, are crucial and must be followed very precisely as, in many cases, consequences can be deadly.

5.2.1 Signs and symptoms

A person who has been attacked by a snake generally presents the following symptoms:

- pain, swelling and bleeding at the site of the bite
- difficulty breathing, thirst and general weakness
- vision problems, nausea and vomiting
- tongue and general body numbness

If the person presents these types of reactions then this indicates that the bite was from a venomous snake and that the toxins, which are found in the snake’s saliva, are already in the person’s blood flow. IMMEDIATE action is therefore required as, without appropriate first aid, the person risks dying.

5.2.2 First aid

In the event of a snake bite, the instructions mentioned in more detail in the First Aid section in Chapter 5 of this handbook must be followed and action must be taken as quickly as possible before the venom begins to have an effect.

5.3 SANITARY FACILITIES

Sanitary facilities, showers, sinks, and lockers that are not regularly maintained and cleaned may be vectors of infectious and contagious disease transmission.

The floors, walls and ceilings of bathrooms and showers, sinks and toilets must be covered with one layer of material that is easy to clean using liquid disinfectant products.

Workers shall ensure that all accessories (taps, siphons and gutters), as well as cabinets, seats, etc., are always in very good condition and clean.

It is forbidden to use these premises for purposes other than those stipulated.

5.3.1 Toilets and urinals

- Toilets and urinals must be equipped with toilet paper and bins with a lid. They must be cleaned regularly.
- If the toilets are adjoined to a workplace then there must be a separating door and an outdoor natural or artificial ventilation system. Furthermore, they should not be visible from the outside and the door must be fitted with an indoor locking system.

5.3.2 Sinks and showers

- Every establishment must make sinks with running water available to all personnel and there must be at least one sink for every 15 persons.
- When, due to their specific nature, works incur a risk of exposure to extreme temperatures and dust, contact with harmful, irritating or infectious substances or simply soiling substances then a shower for at least 10 workers (who stop working at the same time) must be provided for.
- Sinks and showers must be equipped with suitable toiletries: soap, clean towels, brushes, etc., which are provided by the employer and frequently replenished.
- Workers, who use greasy, oily materials or paint, or who manipulate toxic substances must wash in specific designated areas and must have access to the necessary special cleaning products on a case by case basis, which are non-irritant and not hazardous to health.
- Separate showers for men and women should be provided where possible, with shower doors with an indoor locking system.
- Personal belongings must be placed in separate cabinets that are available to the workers.
- Showers that are adjacent or close to the changing rooms are also practical; otherwise, clothes hangers must be provided for.
- If shower and tap water is not drinking water then this should be clearly communicated using a legible placard.
5.3.3 Changing rooms
- Changing rooms must be equipped with a sufficient amount of seating and individual cabinets that can be locked with a key or padlock. These cabinets must be at least 1.80m high (not including the legs) and must be fitted with a hanger bar and a sufficient number of hangers;
- When work clothing, which is dirty due to soiling, ill-smelling, powdery, explosive or flammable materials, is put away as per usual in the changing room then the individual cabinets must have two different compartments, including one specially reserved for this clothing;
- The cabinets must be fully cleaned at least once a week by workers who are responsible for this task. The site manager must ensure full cleaning at each change of ownership.

Furthermore, it would be desirable that workplaces:
- have separate changing rooms and personnel lockers for men and women
- be fitted with benches or seats
- provide workers who are required to manipulate or are exposed to mildly toxic products, with a double cabinet, one for work clothing and the other for non-work clothing
- provide coat hooks or racks in the offices.

5.4 CATERING PROVISIONS
5.4.1 Refectories
- Worksites that employ more than fifty (50) workers and work premises which are more than 2 km away from the nearest village must offer a refectory area for its employees.
- The employer must install canteens and refectories for the use of workers. These must be located near their working area, relatively far away from any potentially unsanitary environments, and have sufficient lighting and ventilation.
- The floors, walls and ceilings must be easy to clean.
- These spaces must be properly equipped; with tables, chairs, and kitchen utensils (cups, plates and cutlery).
- Ensuring adequate water supply is essential, and necessary for allowing workers to wash dishes and utensils. The employer is responsible for providing cleaning supplies.

5.4.2 Kitchens
- The floors, walls and ceilings must be easy to clean.
- If necessary, an extraction system (smoke suction hood, exhaust fans) must be installed.
- Good hygiene must prevail and food waste must be placed in covered bins until its collection, in order to avoid contamination.
• Food must be stored at room temperature or refrigerated when necessary.
• Drinking water must be used in food preparation.

5.4.3 Water provision
• There must be a sufficient supply of clean drinking water for workers' consumption throughout the worksite or premises.
• It is compulsory to make at least one (1) water faucet available on-site for every fifty (50) workers; although it is encouraged to have additional water dispensers available.
• Workers are not permitted to drink directly from the tap by placing their mouth on the faucet.
• Pipelines for drinking water must be independent from those supplying non-potable water, and the necessary measures must be taken to avoid cross-contamination.
• If there is no drinking water supply available due to the location of the premises, a water or waste water treatment system must be installed. In such a case, the corresponding physical, chemical and bacteriological controls must be performed on a regular basis.
• Whenever drinking water must be transported to the premises using cisterns or tanks, these containers must be airtight as well as undergo regular cleaning and sanitation procedures, in accordance with the applicable hygiene standards.

5.4.4 Crop management
In order to control the biological factors that may be present in the workplace, the following precautions must be taken:
• The preparation of manure and dung-based organic fertilizers must be performed in accordance with the applicable technical instructions; it must be mixed in a cool and well-ventilated area, under the requisite conditions in place to protect workers' health.
• The reuse of wastewater for crop irrigation is permitted only if it meets the water quality criteria in place for agriculture and irrigation; enacted in compliance with current environmental standards.

6. MECHANICAL RISKS

Mechanical risks refer to all factors that may result in injury due to the mechanical action of parts or elements of a machine, a tool, or certain materials; whether these are projected, or in solid or liquid form.

6.1 OPERATING SHARP OR POINTED TOOLS AND OTHER EQUIPMENT

When a worker handles sharp tools (hammers, pliers, scissors, sharp knives, needles, brushes with metal bristles, etc.), they are at risk of sustaining cuts or other injuries, either due to the sheer force of gravity or other reasons.

To minimize mechanical risks and ensure that workers safely handle all hand-held tools and appliances, the following precautions must be taken:
• For starters, the worker must always ensure that the tool that is most suited to the task is being used.
• Before using a new tool or device, the worker must ensure that these are properly equipped with the corresponding safety equipment (i.e. screen, ergonomic handle, grounded power outlet, well insulated wiring, minimal noise generation, and safe vibration levels).
• Whenever water is used in manufacturing processes, workers must be warned (using clearly visible signs) whenever the water is not drinkable. This also applies to water from fire hydrants.
• In any event, when drinking water is not sourced from a regular supply network, it must be subject to potability testing at least once every three (3) months.

It is important to inspect the tool prior to use and ensure it is in good condition: handles must be smooth, free of splinters and firmly affixed; metal parts must not be oxidized, cracked or blunt; electric cables must be well insulated, no peeled or protruding wiring; electrical appliances and their corresponding parts must be free from grease, debris, etc.

The worker must be instructed how to handle the tool correctly, and follow the directions provided by either the manufacturer or their supervisor. In this regard, the worker should never underestimate the advice of a more experienced individual.

The worker should wear their personal protective equipment (PPE), if required for the type of tool or device being used; as well as follow the recommendations provided by both the manufacturer and their supervisor.

All portable electric tools must be fitted with a double insulation system, as well as with either a grounded power outlet or a malfunction detection device. Portable electric tools must have a valid certificate of compliance.

Only qualified and trained personnel are permitted to use, repair, maintain, or install electrical equipment.

Only qualified personnel are permitted to refurbish tools and equipment.

3 Technical Note by the Ministry of Labour Ecuador: Tools: Use, Maintenance, Inspection. Code: DSST-NT-02
• All tools and equipment must be regularly inspected, serviced, and only used for their intended purpose.
• Workers will receive the necessary training to use the assorted tools and devices; they will also be properly briefed of the risks so that they may be able to avoid accidents.

6.2 UNEVEN FLOORS AND SURFACES

Workers can develop bone, joint or muscular disorders (painful lesions resulting from the elongation of lower limb ligaments and joints) if they regularly walk or move across irregular surfaces; be these natural or artificial.

To minimize the risks associated with uneven working surfaces, the following precautions must be taken:

• All personnel must circulate through offices, corridors, workshops, stairs and all premises by walking at a normal pace; running is not permitted.
• Floors must be dry before allowing foot traffic across; whenever floors are wet, a warning sign must be placed there (e.g. “Caution! Wet floor”).
• High circulation areas must be free of obstructions and appropriately levelled so as to not cause passers-by to trip and fall.
• Work areas must be kept clean and neat, with no litter or unnecessary equipment cluttering the floors.
• Drainage pipes must be covered with a grid; one that is strong and sturdy enough to support frequent foot traffic and heavy loads.
• Ditches, wells and other reservoirs must be covered with a lid, to prevent accidental falls.
• Floor-level tubing and wiring must be either firmly affixed to the floor or covered, so as to not get caught on passers-by feet.
• Any surface or ground irregularities must be remedied in order to reduce the risk of accidents.

6.3 WATER SUBMERSION

Death by drowning or suffocation becomes a risk whenever workers undergo submersion in a large volume of water without taking the necessary precautions.

In order to minimize this risk, the following precautions must be taken in such instances:

• To the extent it is possible, tanks, water reservoirs and pools must only be cleaned after being emptied, and while wearing the appropriate PPE. A special permit is required.

6.4 ORDER AND CLEANLINESS

Many accidents, although sometimes attributed to other causes, are in fact due to a lack of order and cleanliness, as well as to the accumulation of waste or other materials. The build-up of clutter can cause people to slip, stumble and fall; it can even cause fires. Accidents due to a messy or dirty work environment can take many forms: blows, burns, cuts, among others.

To minimize the risks associated with a lack of order and cleanliness, the following precautions must be taken:

• All hand-held tools and portable devices must be placed or stored in the designated areas. One or more locations must be reserved as storage areas, in which each tool will have its own place. This is done so tools are not misplaced and are hence easier to find.
• High circulation areas must be free from any obstructions.
• It is advisable to keep an inventory and regularly dispose of items that are no longer being used, in accordance with the applicable standards (i.e. classified waste material).
• It is important to regularly promote order and cleanliness across the facilities, standardising work processes and educating personnel on good practices (i.e. avoid leaving items out in the open, particularly around high-traffic areas, etc.).

6.5 OPERATING MACHINERY AND EQUIPMENT

The most common hazards associated with operating machinery and equipment are related to unprotected moving machine parts (such as fork tips, belts and pulleys, gears, rotating parts, elements that engage in particle projection, sharp edges, wheels in motion), which can injure workers as well as others around them.

6.5.1 Heavy machinery and equipment

The following precautions must be taken:

• Only equipment that is relevant to the task being performed must be used; the equipment must be inspected prior to its use and solely operated by qualified personnel.
• When employing cranes, excavators, cable or tube laying equipment, or any large machinery for working at height, near overhead power lines, etc. it is best to maintain the recommended safety distances as per the provisions outlined in the health and safety codes relevant to these types of professional activities; similarly, someone should always be on the ground assisting the machine operator and overseeing the manoeuvres at all times. Whenever possible, power lines must be switched off for the duration of the works.
• The original design of the equipment must never be modified nor its safety devices disabled, particularly so in the case of machinery employed to lift heavy loads.
• Equipment must not be operated while it is being cleaned, serviced, or while refuelling is underway.

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All repairs must be made by qualified personnel, to prevent accidental activation or uncontrolled stops.

Before turning off the machine, the operator must ensure that the key has been removed from the ignition, and that the equipment has been properly secured, unloaded, and docked.

The ignition devices must be easily identifiable and easy to access, as well as conceived in such a way that hinders unintentional activation.

Emergency stop devices must be easily accessible and clearly visible.

All fixed or mobile parts that can cause injury (such as lesions or getting caught on somebody) must be fitted with a safety system, a protective barrier, or another protection device, which must be easily identifiable and clearly visible.

Transporting passengers on machinery and work equipment while it is in operation, the unauthorised use of the communications equipment, and sleeping or eating in proximity to these devices, are all strictly forbidden. Similarly, workers whose duties do not extend to the operation booth must keep clear of the equipment while it is in operation and well beyond its range of action.

Only authorised operators are permitted to handle the equipment. They may not delegate their responsibility to unqualified personnel.

In case of a gas leak or flammable liquid leak, the operator must immediately shut off all machines or engines located in high-risk areas.

All heavy machinery must be subject to a maintenance routine that implements preventive, corrective and predictive maintenance.

Workers are not permitted to wear necklaces, watches, rings, bands, loops or loose clothing while operating the equipment.

Any machine or electric control mechanism devoid of security features should be rendered as "out of service".

### 6.5.2 Portable machines and devices

The following precautions must be taken:

- If there is a gas leak or flammable liquid leak, the operator must immediately shut off all machines or engines located in high-risk areas.
- Only portable machines and devices (welding machines, oxy-fuel cutting machines, portable generators, compressors, pumps, etc.) that have been previously inspected and determined to be compliant as well as in good working condition, may be used. Each device must be used to perform a specific task and only operated by qualified personnel.
- While they are not in use, portable devices must be turned off and stored in the corresponding storage area.
- All electricity-powered devices (more than 24 volts) must have a ground connection.
- The on switch for all portable devices must be protected to avoid unintentional activation.

- All fixed or mobile parts that can cause injury (such as lesions or getting caught on somebody) must be fitted with a safety system, such as a protective barrier, or another protective device.
- Hydraulic pressure machines must have conduction devices equipped with safe cable joints.
- The electric components of all portable equipment or devices must have properly insulated cables and connectors, to ensure they can be operated safely.

### 6.5.3 Safeguards

The safeguards in place for machines, tools and other devices can only be removed for maintenance purposes and they must be immediately restored as soon as the work is completed. The following precautions must be taken:

- Always retain the original parts supplied by the manufacturer, do not change or remove them.
- While the device is in operation, the security perimeter or area must not be breached.
- The breadth of the safe zone enabled by the protective element must be adequate enough so as to not pose a danger for the individual operating the device.
- The driver or operator must not be interfered with, disturbed or distracted in any way while operating the device.

### 6.5.4 Vehicles

Among the most common occupational transport accidents that involve vehicles are: head-on collisions, vehicle roll-overs, side-impact collisions, fires, etc. Other hazards include pollution (exhaust fumes), noise and vibration.

The following precautions must be taken:

- All vehicle drivers must have the required permits and comply with both the traffic code and traffic regulations. If necessary, the company will train drivers (in defensive driving); regardless of the type of licence they may have in their possession.
- The car must be fully turned off and the driver and/or passengers must neither smoke nor use their mobile phones during refuelling.
- All vehicles must be backed into the parking space, to facilitate evacuation or the use of the vehicle in the event of an emergency.
- All vehicles, whether owned or rented, must be in perfect operating condition and include all the safety features required by law.
- The use of seat belts is mandatory.
- It is strictly forbidden to leave the keys in the ignition; this applies to the driver and/or the person in charge of the vehicle; regardless of whether the vehicle is on or off. The keys must be in the possession of the driver or the person in charge of the vehicle at all times.
- Transporting passengers on the platforms of vehicles not equipped for that purpose, or on a vehicle transporting chemicals, is not permitted. Drivers are not allowed to use their mobile phones while driving.
• Whenever it is necessary to store fuel at workshops or other locations, the tanks or containers used for this purpose must conform to current standards (fireproof material, hermetic closure). The same is applicable to the storage of hazardous or flammable residues (e.g. rags soaked with gasoline or covered in grease).

• Use of PPE may be required.

6.5.5 Agricultural machinery
The following precautions must be taken while operating agricultural machinery:
• The machine must be operated by fully trained and authorised personnel.
• The machine must always have the handbrake engaged when it is not in operation, and any accessories (forks, rake) must rest firmly on the ground.
• When working on a hillside, the driver must take care to not carve out ditches, because this could result in landslides.
• The driver’s seat must be equipped with shock absorbers, and the use of a safety belt is compulsory.
• Agricultural machinery is not intended for transporting passengers; this practice must be avoided at all costs.
• The control panel (on button, acceleration, lift control, brakes) must meet all the necessary conditions to prevent involuntary manoeuvres.
• Protective components will only be removed for vehicle maintenance purposes and immediately restored to their original location as soon as the work is completed.
• All machinery or motor vehicles must be equipped with sound signals and responsive breaks, to facilitate routine operations as well as safe parking practices.
• Every component of the machinery will be subject to preventive, predictive and corrective maintenance.
• Machines that must operate on public thoroughfares will be equipped with safety elements and all the required identifiable elements, mandatory for both daytime and night-time travel, as per the legislation currently in force.

6.5.6 Forklifts
The following precautions must be taken while operating forklifts, particularly within enclosed spaces (i.e. warehouses):
• Only authorised drivers who have been previously trained may operate the forklifts, unless the individual in question has a special permit for operating this type of vehicle.
• The forklift must be equipped with a roof enclosing the driver; sound signals and easily identifiable visual signs, as well as emergency and parking brakes. The vehicle must have a back-up beeper enabled; when turned off, all control panel functions must be disabled with the fork resting firmly on the ground and the hand brake engaged.
• Loads must be transported with the fork lowered and positioned as close as possible to the ground.
• The driving speed must be reduced while traversing hazardous, wet or slippery areas, and the appropriate precautions must be taken when the ground is not uniform or levelled.
• The maximum load allowed must be visibly displayed on the forklift itself.
• The use of the forklift must conform to the regulations in force and, if transporting chemicals or hazardous materials, the relevant guidelines must be observed.
• Before performing complex manoeuvres, the driver or operator must first be aware of the following: the planned route; the area for loading and unloading; the vehicle’s capacity; floor conditions; potential obstacles to be avoided; and the possible presence of other personnel, who must receive prior notice of the manoeuvres.
• It is strictly forbidden to walk under raised forks; to lift persons; to use sleeves or belts to move, push or pull loads; to place extensions on the vehicle or attach uncertified devices; to stand in front of or behind the forklift while it is in operation; to lift or move a load without previously ensuring it is firmly secured.
• To facilitate the use of the forklift, it is advisable to employ logistic platforms that have been specifically designed to load and unload cases, pallets, containers, etc.
• When the load is very bulky and impairs visibility, the driver or operator must operate the forklift with the help of an assistant.
• When the forklift must be operated on an incline, for example if it must traverse inclines, the driver must remain aware of the vehicle’s dimensions and its centre of gravity.
• The unit must be completely turned off while refuelling non-electric forklifts.
• If the forklift is not electric (equipped with an internal combustion engine instead) and has to be used within enclosed spaces, the concentration of carbon monoxide must be carefully monitored so that it does not exceed the maximum allowable limits.
7. PSYCHOSOCIAL RISKS

Psychosocial risks and work-related stress are some of the most challenging obstacles to overcome when it comes to occupational health and safety. These are a common affliction in modern societies and can therefore have serious repercussions across companies’ —and even entire countries’— economic landscapes.

Stress is generally considered to be a growing concern and quite prevalent in the workplace. Estimates reveal that nearly half of all missed days are due to work-related stress. As is the case for many other issues related to mental illness, stress is often misunderstood and even stigmatised. That said, if stress and psycho-social hazards finally become perceived as a tangible problem for companies —as opposed to a badge of shame to be pinned on the victim—it will hence be possible to manage these just like any other occupational health and safety risks.

To start with a definition, or rather a conceptual design, of psycho-social hazards and risks, we don’t have to go further than the interpretation offered by the ILO and the WHO as far back as 1984 determined that “the conditions present in a workplace environment, tied to the organisation, the nature of the work and the performance thereof, are liable to affect the health and welfare (physical, psychological or social) of the workers as much as the organisation of the tasks themselves”.

According to Cox and Griffiths, psycho-social hazards entail those which “affect individuals’ social well-being, psychological and physical health, as well as organisations’ effectiveness, in an adverse manner.”

A troubled psycho-social state can impact a person’s health and manifest itself in many ways, for example: in gastrointestinal, physiological, psychological, and emotional disorders. These symptoms are often due to a mix of stressful situations, exacerbated by the interaction of outside factors (i.e. environmental).

These psycho-social factors can be analysed from several theoretical approaches, but the common element amongst these is the relationship between the working environment and the individual. “Health problems occur when work-related demands do not adapt to the workers’ needs, expectations or skills.”

The harmful consequences are not only evident in the affected individual, but also in the organisation; as reflected in phenomena such as absenteeism, workplace conflicts, a decline in productivity, etc.

As a result, each worker will react differently when confronted with a specific psycho-socially challenging situation. What’s more, each worker is endowed with certain characteristics (personality, needs, expectations, vulnerability, adaptability, etc.) that will frame their resiliency as well as their response, hence uniquely modifying the outcome of the situation at stake.

A safe and healthy workplace environment is the harbinger of high performance; not only does help employees stay healthy, but it also stimulates their motivation and fosters their involvement in the organisation. On the other end of the spectrum, the deterioration in the quality of work is sometimes a cost that seems negligible on the short run, but it certainly becomes significant on the medium and long term.

For more information on the legal framework on Psychosocial risks, please refer to Appendix 1, titled “PROTOCOL FOR HEALTH AND SAFETY INSPECTIONS IN BANANA PLANTATIONS”
### 7.1 MANAGING PSYCHOSOCIAL RISKS

Psychosocial risks, just like other risks, should be subject to specific procedures to manage workplace hazards, such as it is described in Section 8 below on RISK MANAGEMENT. Psychosocial risks must be evaluated using methods that focus on the source of the problem (the prevention principle). In other words, by analysing the characteristics of the working arrangements in place, rather than those intrinsic to the individual. The following factors are assessed:

#### ORGANISATIONAL ELEMENTS

| CORPORATE POLICIES AND ETHOS | • Work-Family Balance  
• Human Resources Management  
• Health and Safety Protocol  
• Corporate Social Responsibility  
• Corporate Strategy |
|-----------------------------|--------------------------------------------------|
| ORGANISATIONAL CULTURE      | • Labour Relations Policy  
• Organisational Communication  
• Supervision/Leadership |
| LABOUR RELATIONS            | • Workplace Environment  
• Trade Unions  
• Collective Contracts  
• Corporate Culture |

#### WORK-RELATED ELEMENTS

| WORKING CONDITIONS | • Type of Contracts  
• Compensation  
• Career Plan |
|--------------------|--------------------------------------------------|
| WORKSTATION ORGANISATION | • Job Rotation  
• Teamwork |
| JOB QUALITY         | • Use of Personal Competences  
• Complaints/Labour Law  
• Autonomy and Oversight Capacity  
• Physical Safety at Work  
• Social Support  
• Working Hours  
• Telecommuting |
When a company’s organisational and occupational factors are dysfunctional — i.e. when they cause disparate responses such as maladjustment, tension, stress-triggered psychological and physiological reactions, etc. — that is when these become risk factors. When there is a high probability of negative impact on the health and well-being of workers, these psycho-social factors embody real threats; not only on an individual basis, but collectively. For example, the outbreak of tension or stress can quickly spread through an organisation via the contagion effect.

### FACTORS LINKED TO PSYCHO-SOCIAL STRESS

<table>
<thead>
<tr>
<th>NATURE OF THE WORK</th>
<th>- Lack of variety in job duties, short working cycles, fragmented and uninteresting professional duties, poor use of competencies, uncertainty, conflictive relationships, lack of clarity in one’s role.</th>
</tr>
</thead>
<tbody>
<tr>
<td>PACE OF WORK AND OVERLOAD</td>
<td>- Too much work, pace of work, pressure related to completion times, deadlines/urgent work.</td>
</tr>
<tr>
<td>SCHEDULE</td>
<td>- Rotation, graveyard shifts, unpredictable working hours, inflexible schedules, long working days or without shift changes.</td>
</tr>
<tr>
<td>MONITORING</td>
<td>- Lack of participation in decision-making process, few opportunities for self-managing workload, etc.</td>
</tr>
<tr>
<td>ENVIRONMENT AND INFRASTRUCTURE</td>
<td>- Poor working conditions, unsuitable work equipment, inadequate maintenance of equipment, insufficient space or cramped conditions, bad lighting, excessive noise.</td>
</tr>
<tr>
<td>ORGANISATIONAL CULTURE AND PROFESSIONAL DUTIES</td>
<td>- Inadequate internal communication, lack of support, poorly outlined tasks or tasks not aligned with the objectives of the organisation, quality of leadership.</td>
</tr>
<tr>
<td>INTERPERSONAL RELATIONSHIPS</td>
<td>- Physical and social isolation, poor relationships with managers, interpersonal conflicts, lack of support structure.</td>
</tr>
<tr>
<td>ROLE WITHIN THE ORGANISATION</td>
<td>- Ambiguity, conflicts of interest (one’s role and responsibilities vs. people and colleagues).</td>
</tr>
<tr>
<td>CAREER PLAN</td>
<td>- Uncertainty or stagnation in one’s professional career, absence of/excess of promotions, low wages, lack of job security.</td>
</tr>
<tr>
<td>WORK-FAMILY BALANCE</td>
<td>- Work-family conflict, weak familial support, “being pulled both ways”.</td>
</tr>
</tbody>
</table>
7.2 PSYCHOSOCIAL RISK PREVENTION

Workers as well as their trade union representatives have the right to demand a safe and healthy working environment. They also have the right to participate and make proposals on all aspects related to the prevention of psychosocial risks and hazards.

To prevent the onset of this type of risk, the following considerations are key:

- The organisation of the work itself (such as rotations, schedules, and pace of work) must be constantly reassessed. Workers’ input must be sought out when it comes to developing strategies that could address an existing issue (related to transportation, meals, breaks, etc.).
- A fair division of labour can be guaranteed by implementing an adequate rotation and introducing variation into workers’ routine tasks. These techniques also ward off against extremes, such as work overload or lack of work.
- Stressful situations can progressively take hold and it is essential that these be detected early on. They can also serve as warning signs; their detection should encourage management to revise the organisational structure of the company (professional tasks and other factors).
- Instances of “mobbing” (workplace harassment), sexual harassment and violence must be identified, reported and resolved with the intervention of superiors, co-workers, trade union representatives, and —when the case warrants such intervention—competent public authorities.

7.3 PREVENTION OF WORKPLACE VIOLENCE AND SEXUAL HARASSMENT

A healthy working environment is a factor that always contributes to the physical and mental well-being of the workers therein. Such an environment can also help prevent instances of violence and harassment. Fostering gender equality can also be a contributing factor. Inexperienced women and young men are often the targets of such harassment, with either their position or their age making them particularly vulnerable.

Whenever a workplace violence and harassment risk assessment is conducted, the following warning signs should be checked for as indicators of the existence of problems or tension in the workplace:

- Any signs of abuse, either verbally or in the form of innuendos or sexual remarks, aggressive body language, threatening behaviour, or a manifested intent to cause harm;
- Any reported incidents or physical attacks that have caused injuries;
- A high rate of absenteeism and staff turnover

Preventive measures may include the following components:

- Effective grievance mechanisms with clear remedial actions.
- Conscientious staff organisation in terms of work team organisation, male and female roles and appropriate working hours.
- Appropriate gender-segregated facilities such as toilets, changing rooms and showers.
- Gender sensitive education and training for workers, with a clear anti-harassment and violence message from employers

Employers must perform a consultation that involves all workers as well as trade union representatives to develop and implement policies designed to eliminate or reduce the risk of workplace violence and harassment, such as implement disciplinary procedures or issue responses to any complaints filed. Complaints must be treated fairly and in a supportive and professional manner throughout both the investigation phase and the conflict resolution process. The utmost care should be taken to safeguard confidentiality and protect the personal information of workers who are victims of workplace violence or harassment.

For more information on these topics, refer to the document titled “IUF / COLSIBA / Chiquita - Joint Understanding on Sexual Harassment”.

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6 The International Labour Organization (ILO) refers to this topic at length in its Code of Practice on “Safety and Health in Agriculture”. The document can be accessed here: http://www.ilo.org/public/english/standards/relm/ilc/ilc88/rep-vi-1.htm

7 Link for the IUF / COLSIBA / Chiquita agreement - Joint Understanding on Sexual Harassment, http://www.iuf.org/sites/cms.iuf.org/files/Final%20signed%20version-e.pdf
8. RISK MANAGEMENT

Two conditions must be met in order to reach the ultimate objective, which is to prevent work-related injuries and diseases and to protect and promote the health of workers: first, workers must know and apply all standards and procedures that allow them to carry out their work in safe conditions; secondly, employers then need to establish measures that allow them to control risks.

In other words, workers must do their job while always ensuring that safety comes first, and employers must be aware that they are obligated to provide workers with the conditions and elements required for them to safely carry out their work.

This can be qualified as a “win-win” relationship: on one hand, workers win because their health and safety are protected; on the other hand, employers win because the work will be more productive. And finally, the State also wins because costs incurred by occupational accidents and professional diseases are reduced. Ultimately, these measures improve the workers’ quality of life.

Workers must help to create a culture of prevention, which is possible when they are able to:

1. Identify and analyse risks and hazards;
2. Apply standards and good practices in order to carry out work safely.

With regard to the employer, actions can be listed, such as the implementation of measures that accentuate safety at the plantation, for example:

1. A programme for the investigation and analysis of occupational accidents and incidents.
2. A programme for inspections to be carried out.
3. A programme for observation and task analysis.
4. A programme for preventative maintenance.
5. An emergency, evacuation and training plan.
6. A programme for measures regarding individual protection.
7. A programme for the selection and training of personnel.
8. Signposting and demarcation of work zones.

The following information provides a framework and contains methodological and practical recommendations regarding how a health and safety plan can be implemented at a plantation.

8.1 IDENTIFYING RISKS AND HAZARDS

This provides information on hazards and risks in the workplace and during daily activities. This identification prevents damage to the health of workers and damage caused by installations and the environment.

A HAZARD consists of any characteristics pertaining to a situation, material or piece of equipment, which may cause injury to persons or damage the environment (fauna and flora) or property. A RISK is the probability of a material, substance of event affecting either the health or physical integrity of a worker or goods and equipment, that is to say the probability of there being consequences.

To carry out a professional activity safely or before starting said activity, workers must carry out an analysis to know the risks and, thus, to protect themselves. “If I identify the risk then I am protecting myself from it. If I do not identify it, I am exposing myself to it and I may have an accident or become ill.”

However, workers are not the only ones who must identify risks. Employers have an equal obligation to know and establish standards to ensure safety and provide material and equipment that help to protect workers, in order to minimise the risk of accidents and diseases, as well as their consequences.

Here are some techniques to identify risks and hazards:

1. Exchanging information during meetings or informal discussions.
2. Carrying out health and safety inspections (see 8.1.4 below).
3. Health investigations (See Appendix 2: Health Monitoring Procedure).
5. Body mapping (see APPENDIX 2.1: BODY MAP - IDENTIFYING SYMPTOMS).
6. ‘Your world’ map (see APPENDIX 2.2: MAP YOUR WORLD).
7. National/threshold statistics

When applying these techniques, the information that is collected needs to facilitate the prioritisation of risks and hazards and the understanding of causes and effects.

8.1.1 Analysing occupational risks

Occupational risks can be analysed in the following manner:

1. Select the type of work to analyse: consider the following factors to classify each professional task according to the number of potential hazards:
   a) Severity of the accidents
   b) Frequency of the accidents
   c) Level of task newness
   d) Frequency of exposure.
2. Identify the work phases if it can be divided into several phases.
3. Pinpoint actual existing or potential hazards pertaining to each activity: this requires analysing all logical possibilities.
4. Eliminate some hazards if possible.
5. Control each hazard: to reduce the risk, one needs to tackle the source and the cause, and work in the field, as well as with the workers.

6. Regularly review the analysis of occupational risks and continuously improve it.

The occupational health and safety manager is in charge of carrying out this risk analysis: they must define the best procedure to reduce and, if possible, eliminate the hazards.

8.1.2 Workplace inspections

Planning inspections and using the check list method or forms, in order to conduct interviews and observe the field, is recommended. The occupational health and safety manager shall be in charge of carrying out the inspections. However, all representatives of the joint committee may also participate in this activity. The following is included in Appendix 4: Educational tools and material, Activity 4, a 'check list' model for a workplace inspection.

1. Inspection objectives
   a) Identify occupational risks at the right time and take the most effective corrective measures.
   b) Keep the most senior level of management in the organisation informed regarding existing risks and the adoption of corrective measures to avoid the occurrence of further accidents.
   c) Instil a positive attitude into personnel regarding safety by highlighting accident prevention.
   d) Determine services, types of operations and procedures that require personnel training.

2. Types of inspection
   a) According to the level of inspection:
      i. **General inspections**: these involve all workplace installations and industrial procedures.
      ii. **Specific inspections**: these involve high-risk procedures or procedures requiring frequent changes and that are not routine in the company (acquisition of new machinery, modification of an operation).
      iii. **Special inspections**: these correspond to investigations that must be carried out, for example, when there is an accident that has caused injuries or when there are complaints or claims from personnel.
   b) According to frequency:
      i. **Periodical**: systematically carried out at pre-arranged dates.
      ii. **Intermittent**: not specifically periodical and can involve various phases of an operation.
      iii. **Continuous**: carried out permanently throughout the duration of an operation or procedure.
      iv. **Sporadic**: these occur specifically to detect actions that are not safe.

   It is essential for these workplace inspections to be complemented by worker health inspections. The latter must be carried out by the occupational doctor, in coordination with the occupational health and safety manager. The procedure recommended by the Ministry of Labour is located in APPENDIX 2: HEALTH MONITORING PROCEDURE.

8.2 OCCUPATIONAL RISK ASSESSMENTS

The risk assessment is the result of combining the severity of the damage and the probability of the risk occurring. The ILO Convention 184 (articles 7 and 8) and Cameroon law\(^9\) clearly define employer obligations with regard to their duty to identify hazards, evaluate risks and apply the necessary prevention and protection measures. It is crucial that joint committee members fully understand the risk evaluation procedure in order for them to participate.

8.2.1 The severity of the damage

The following must be taken into consideration to define the potential severity of the damage:

1. Body parts that may be injured;
2. The nature of the damage, measuring its degree, which can range from “slightly severe” to “extremely severe”.
   - Slightly severe, e.g.
     a) Superficial injuries: cuts and wounds, eye irritation caused by dust.
     b) Discomfort and irritation: headache, general feeling of being unwell.
   - Severe, e.g.
     a) Lacerations, burns, concussion, severe sprains, small fractures.
     b) Deafness, dermatitis, asthma, musculoskeletal disorders, disease leading to limited disability.
   - Extremely severe, e.g.
     a) Amputations, severe fractures, poisoning, multiple injuries, fatal injuries.
     b) Cancer and other chronic diseases that severely shorten life expectancy.

8.2.2 The probability of damage occurring

The probability that damage will occur can be measured and ranges from low to high, according to the following criteria:

1. High probability: the damage will always or almost always occur.
2. Medium probability: the damage will occur occasionally.
3. Weak probability: the damage will occur rarely.

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\(^8\) ‘Evaluation of occupational risks’, Institute of occupational safety and hygiene, Ministry of Labour in Spain.

\(^9\) Regulations on the health and safety of workers and on improving the working environment, Executive Order 2393, art. 11, n. 9.
When measuring the probability that the damage will occur, one should consider whether the control measures that are already in place are adequate. Legal requirements and information on good practices also play an important part regarding specific control measures. The following should also be considered, in addition to information regarding occupational activities:

1. Whether workers are particularly sensitive to various risks (personal characteristics or biological parameters);
2. Frequency of exposure to the hazard;
3. Service disruptions, for example: electricity, water;

The following table proposes a simple method to assess risk levels according to their probability and expected effects.

**TABLE 5: RISK LEVEL ASSESSMENT**

<table>
<thead>
<tr>
<th>Probability</th>
<th>Low B</th>
<th>Medium M</th>
<th>High A</th>
</tr>
</thead>
<tbody>
<tr>
<td>Effects</td>
<td>Slightly severe: Slight risk</td>
<td>Tolerable risk</td>
<td>Moderate risk</td>
</tr>
<tr>
<td></td>
<td>Severe: Tolerable risk</td>
<td>Moderate risk</td>
<td>Intolerable risk</td>
</tr>
</tbody>
</table>

### 8.2.3 Occupational risk evaluation

The risk levels indicated in the previous table provide a basis that can be used to decide whether it is necessary to improve existing controls, implement new controls, and take certain measures in a timely manner. The following table presents a criterion as a starting point for decision making. It also indicates that efforts, which were designed specifically to manage risks and according to the urgency of the need to adopt said control measures, must be proportional to the risk.

**TABLE 6: OCCUPATIONAL RISK EVALUATION**

<table>
<thead>
<tr>
<th>Risk</th>
<th>Action and reaction time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Low</td>
<td>No specific action is required.</td>
</tr>
<tr>
<td>Tolerable</td>
<td>It is not necessary to improve the preventative actions. However, more affordable solutions or improvements that do not incur significant expenses must be considered. Regular inspections are required to ensure that control measures remain effective.</td>
</tr>
<tr>
<td>Moderate</td>
<td>Efforts must be made to reduce the risk and to define which investments are required. Measures designed to reduce the risk must be implemented within an appropriate period of time. If the moderate risk is associated with extremely severe consequences then a subsequent action must be determined to establish the probability of the damage as precisely as possible and to define whether the control measures need improvement.</td>
</tr>
<tr>
<td>Strong</td>
<td>Workers should only begin their work if the risk has been minimised. It may be that considerable means are required to control the risk. If the risk corresponds to work that is already ongoing then the issue must be resolved in a lesser time period than the period corresponding to moderate risks.</td>
</tr>
<tr>
<td>Intolerable</td>
<td>The work should neither be started nor continued until the risk is reduced. If it is not possible to reduce the risk, even when employing all possible means, then the work must be prohibited.</td>
</tr>
</tbody>
</table>

8.3 THE PROGRAMME FOR THE PREVENTION OF ACCIDENTS

This is the programme prepared at the plantation in order to reduce or eliminate accidents or incidents that may cause bodily harm to persons or damage the property. The programme generally covers:

8.3.1 The prevention of injuries (controlling accidents that cause injuries, including their effects);

8.3.2 Controlling damage (to installations, equipment, machinery and tools), caused by accidents and incidents with material effects;

8.3.3 Preventing fires (controlling loss caused by this type of incident);

8.3.4 Occupational health (controlling absenteeism due to endemic diseases or epidemics);

8.3.5 Social responsibility in the domain of prevention.

It is essential to be as aware as possible of anything that may precede an accident, in order to adopt measures, they may break the cycle of causes and the cause-and-effect relationship.

Any accident/incident is a series of consecutive events, as can be seen in the following diagram.

This diagram demonstrates that losses are the consequence of an accident. However, before this occurs, there will have been what is called direct causes, which originate from indirect causes and faults or breakdowns in the systems, due to a lack of control, overall.

Lack of control refers to one of the four principles of company management: planning, organisation, direction, control. This can be summed up by four representative points:

- programmes that are non-existent or are not adapted to real needs;
- the absence of standards or standards that are not adapted to all decisions made in relation to prevention;
- the ignorance or bad application of existing standards;
- lack of management control and preventative techniques.

Source: Ecuadorian Institute for Social Security (IESS)
If the intermediate level of supervision is not involved in safety management, either due to self-inhibition or due to not being involved in the programme, then this is a sufficient reason for accidents or incidents to occur as a consequence of lack of control. This is also one of the reasons for which inspections are not carried out; the causes of losses or accidents/incidents are not investigated; working procedures are not analysed; or other necessary actions are not adopted within the plantation.

These first flaws (or first links in the chain) can lead to a whole series of fundamental causes. These causes may explain why whatever happens, due to the materialisation of concrete facts that were able to occur due to management errors.

These causes precede the symptoms; these are reasons for which immediate causes appear. They explain why workers have acted in such and such a way, and the existence or emergence of conditions that are unsafe or inferior with to the required level of safety.

Indirect causes mainly fall into two categories: those related to factors that are particular to workers and those related to factors that are particular to the work (working environment).

The first category means that persons do not act as they should in terms of prevention. The second category explains why there are inadequate conditions or situations. Here is a summary of all triggering factors and elements that may have adverse consequences due to a lack of possible proper or desirable use of human resources and means of production.

The importance of direct causes is such that, without clear internal policies at the plantation and at all levels, and without firm decisions made by management to combat these causes, it will not be possible to reach a reasonable and sustainable level of safety. Forgetting the fundamental causes would be the equivalent of suggesting striving for safety based on temporary aspects that are only defined by what is known as indirect causes.

**INDIRECT CAUSES**

<table>
<thead>
<tr>
<th>WORKER-RELATED FACTORS</th>
<th>WORK-RELATED FACTORS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Deficient physical and physiological aptitude</td>
<td>Inadequate direction or supervision</td>
</tr>
<tr>
<td>• Unsuitable physical strength</td>
<td>• Poor identification of hazards</td>
</tr>
<tr>
<td>• Poor vision or hearing</td>
<td>• Poor communication of standards</td>
</tr>
<tr>
<td>• Sensory impairments (touch, smell)</td>
<td>• Inhibition regarding the application of standards</td>
</tr>
<tr>
<td>Inadequate psychological aptitude</td>
<td>Deficient engineering management</td>
</tr>
<tr>
<td>• Deficient comprehension</td>
<td>• Unsuitable criteria</td>
</tr>
<tr>
<td>• Lack of common sense (poor judgement)</td>
<td>• Unsuitable acquisitions or deficient control</td>
</tr>
<tr>
<td>• Slow reaction capacity</td>
<td>• Incorrect specifications</td>
</tr>
<tr>
<td>Physical or physiological issues</td>
<td>Deficient maintenance</td>
</tr>
<tr>
<td>• Fatigue due to lack of rest</td>
<td>• Ineffective preventive maintenance</td>
</tr>
<tr>
<td>• Exposure to extreme temperatures</td>
<td>• Poor repairs</td>
</tr>
<tr>
<td>• Drug addiction</td>
<td>Inappropriate tools and equipment</td>
</tr>
<tr>
<td>Mental or psychological tensions</td>
<td>• Poor evaluation of hazards</td>
</tr>
<tr>
<td>• Routine, monotony</td>
<td>• Ergonomic unsuitability</td>
</tr>
<tr>
<td>• Over-concentration</td>
<td>• Inadequate specifications</td>
</tr>
<tr>
<td>• Frustrations, concerns</td>
<td>Inadequate work criteria</td>
</tr>
<tr>
<td>• Stress, fear (harassment, violence)</td>
<td>• When carrying out procedures</td>
</tr>
<tr>
<td>Lack of knowledge</td>
<td>• For communications (training)</td>
</tr>
<tr>
<td>• Lack of experience</td>
<td>• For maintenance (update)</td>
</tr>
<tr>
<td>• Insufficient training</td>
<td>Wear and tear</td>
</tr>
<tr>
<td>• Not understanding instructions</td>
<td>• Inadequate inspections</td>
</tr>
<tr>
<td>Inappropriate attitude</td>
<td>• Poorly carried out maintenance</td>
</tr>
<tr>
<td>• Over-zealousness (time saving)</td>
<td>• Usage does not comply with planned purposes</td>
</tr>
<tr>
<td>• Pressure, excess, clowning around</td>
<td>Abnormal usage</td>
</tr>
<tr>
<td>• Misguided vision (machismo)</td>
<td>• Accepted by the supervisor</td>
</tr>
<tr>
<td></td>
<td>• Not accepted by the supervisor</td>
</tr>
</tbody>
</table>
These immediate observations or signs (wrongly named as “causes”) are often forerunners of accidents or incidents that may occur and they are a significant link in the cause and effect chain, as they are circumstances that may to the fact that produces a loss (accident). These are dangerous personal and social acts and dangerous material conditions.

### DIRECT CAUSES

<table>
<thead>
<tr>
<th>FAILURE TO COMPLY WITH STANDARDS</th>
<th>NON-CONFORMING CONDITIONS</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Disregarding warnings</td>
<td>• Unsuitable or insufficient protective equipment and shelter</td>
</tr>
<tr>
<td>• Forgetting to use locks</td>
<td>• Defective tools, equipment or material</td>
</tr>
<tr>
<td>• Driving at an inappropriate speed</td>
<td>• Space is too limited to carry out the work</td>
</tr>
<tr>
<td>• Switching off safety mechanisms</td>
<td>• Insufficient warning systems</td>
</tr>
<tr>
<td>• Removing safety elements</td>
<td>• Risk of fires and explosions</td>
</tr>
<tr>
<td>• Using defective equipment</td>
<td>• Lack or orderly and clean workplace</td>
</tr>
<tr>
<td>• Carrying loads incorrectly</td>
<td>• Exposure to noise, radiation, very high or low temperatures, dust, fumes, gas</td>
</tr>
<tr>
<td>• Remaining in hazardous areas</td>
<td>• Insufficient or excessive lighting</td>
</tr>
<tr>
<td>• Not using personal protection</td>
<td>• Inadequate ventilation</td>
</tr>
<tr>
<td>• Being in an inadequate position when carrying out a task</td>
<td>• Unprotected operational sites</td>
</tr>
<tr>
<td>• Carrying out maintenance on running equipment</td>
<td>• Inappropriate stack of material</td>
</tr>
<tr>
<td>• Making jokes</td>
<td>• Poor alert systems</td>
</tr>
<tr>
<td>• Harassing/being harassed</td>
<td>• Non-existent grounding system (power points)</td>
</tr>
<tr>
<td>• Working under the influence of alcohol or drugs</td>
<td></td>
</tr>
<tr>
<td>• Driving without authorisation</td>
<td></td>
</tr>
<tr>
<td>• Using equipment and material that were not designed for the task in question</td>
<td></td>
</tr>
<tr>
<td>• Using equipment without authorisation</td>
<td></td>
</tr>
<tr>
<td>• Not giving a warning, as required, if a situation becomes critical</td>
<td></td>
</tr>
</tbody>
</table>

A dangerous act is the behaviour of one or several persons that jeopardises a procedure, which is deemed safe, and thus can lead to an accident. A dangerous condition is the expression of one or several material factors that can provoke immediate accidents or incidents. Ultimately, they are situations in relation to work procedures, materials and the environment that fall short of the standard or point of reference deemed as safe.

### 8.4 CONTROLLING ACCIDENTS OR INCIDENTS

Once the causes of occupational accidents or incidents have been identified, corrective measures must be implemented to avoid the situation repeating itself.

If we examine the various aspects surrounding an accident, three stages can be distinguished: contact with a source of energy whose intensity exceeds the limit that the human body or structure can tolerate, pre-contact and post-contact.

Pre-contact coincides with what is known as the prevention stage. The accident or actual contact coincides with the protection stage, and post-contact with the repair stage. Each of these stages comprises opportunities for concrete and effective action.

#### 8.4.1 Prevention stage

In this stage, accidents/incidents can be avoided. Immediate symptoms, which are the fundamental causes, are sources of danger that are desirable to avoid; this is precisely when action is needed.

This is the stage when a risk management programme is prepared and implemented in order to avoid losses and to plan actions, which aim at reducing damage, in the event that it would be caused due to contact. Control during the pre-contact stages occurs mostly by intervening with regard to the level of risk, at the source or at the means of transmission.

If a decision has been made to implement a positive occupational safety system then, once the inherent risks have been identified and evaluated, the control measures can be exploited to limit the possibility of an accident or loss.

In order to be truly effective, safety must be a cross-cutting aspect at all levels, from drafting policies, programmes and
standards to designing structures and acquiring new equipment and materials. There are examples of strategies and simple tools for the management of occupational health and safety, which can be used by employers and workers throughout this essential prevention stage. Namely:

1. Regular breaks and rest periods for physically demanding activities;
2. Rotating tasks among personnel members in order to avoid health impacts linked to repetitive activities;
3. Active breaks, which can even be just 5 minutes short, to prevent ergonomic risks related to repetitive tasks.

Offering these types of solutions is part of the administration’s role and two other types of general actions can also be added to the list: detection and correction. Detecting and correcting hazards is part of the possible responses in the face of occupational accidents, diseases, fires and other hazards in the workplace.

This pre-contact stage must be a productive stage in order to manage risks. It allows for the drafting of adequate programmes, the establishment of reference standards, the feedback of information and the management of compliance with operational standards. In this case, the prevention aspect of control is the prime objective.

Control throughout the pre-contact stage is the aim of the entire safety programme.

8.4.2 Protection stage
During this stage, it is possible to avoid the consequences of an accident. Absorption, substitution, separation and protection techniques are all indicated for his purpose.

If, at the time when contact occurs, measures have been set beforehand to absorb or modify the effect of the energy, then it will be possible to reduce or minimise loss: for example, a protective helmet will not prevent an object from falling but it can absorb a significant part of the energy and thus limit injuries.

Using less volatile and less hazardous products is an example of substitution techniques.

The energy released can be reduced to limit its effects: thus, speed reducers or eye-wash fountains, for example, carry out this function. Furthermore, if workers wear cut-resistant gloves when using metal tools or knives then, by way of isolation, they can lessen the consequences of the release of energy in the event of an accident.

Protective techniques aim to strengthen the isolation of structures, bodies or objects that can enter into contact with a source of energy.

It is clear that contact can often not be avoided. However, without a doubt, potential loss can be reduced significantly in a satisfactory manner.

Therefore, the contact stage is the stage when there is an incident, which may or may not lead to loss, according to the quantity of energy or substance released, as well as other factors, including chance. Controls reduce the level of contact or exchange to a minimum, the result being a “timely release” rather than accidental losses. Therefore, these protective measures do not avoid contact or accidents but do contribute to significantly reducing subsequent effects.

8.4.3 Repair stage
All that can be done at this stage is to limit the severity of the consequences, that is to say avoid the worst consequences of an accident, namely thanks to:

1. The provision of first aid to the injured: Everyone is well aware that if an injured person is assisted by a well-trained first- aider who understands their role, within the first few minutes following an accident, then it is likely that, by the time medical services arrive on site, the injured person will be in a less serious state than had there not been any first-aid.
2. Emergency plan: these plans and preparations related to emergencies are particularly useful in the event of a fire, explosion, and bomb alert, amongst other things. A good anti-fire squad and good primary intervention and first-aid structure can be decisive factors for a good reaction to an emergency.
3. Immediate repair: Those at intermediate supervision levels must be responsible for keeping installations, equipment and material in perfect condition, without waiting for a breakdown or damage to occur, especially given the costs of a repair or replacement in the event of the latter.
4. Collecting remains: Properly collecting materials following various incidents, breakdowns or deteriorations can greatly help reduce the severity of a loss.

Post-contact controls do not avoid accidents but certainly help to minimise losses.

These controls can signify the difference between injury and death, between repairable damage and total loss, between a simple claim and legal proceedings, between interrupted production and the full closure of the plantation.

The idea is to control the risk of accidents. This occurs by implementing preventative measures, namely thanks to motivating actions and measures to promote safety, particularly based on the four following categories: work/risk, hazard identification, accidents/incidents and losses.

8.5 Hierarchy of control and prevention
After the risk evaluation procedures, it is important to establish an inventory of actions to take, in order to better limit and control these risks. To this end, good planning and implementation is required for the control measures that will be defined.

To control or eliminate hazards, there is a hierarchical classification of operational controls related to health and safety, which must be taken into account to help the decision-making procedure and ensure that the best measures are taken. The result is that both the company and the workers feel that the solution benefits everyone. This consists of:

8.5.1 Elimination at the source
This solution is the basis of the hierarchy. When a hazard is detected, which can be eliminated, this needs to be done. Often the rea-
son for the hazard is that the technology or procedure is obsolete; and often, the elimination must occur during the phase related to the design of the installation, production chain or implementation of a procedure or operation. This must take into account that the working environment must be as safe as possible.

8.5.2 Substitution
If a particular hazard is detected and if it is technically possible then a substitution should be carried out (which will reduce or eliminate the hazard). This is the case, for example, when eliminating asbestos, a carcinogenic substance that can be replaced by another component, thanks to advances in research.

8.5.3 Hazard reduction
If it is not possible to eliminate the hazard or a harmful product cannot be replaced then there must be an attempt to reduce its hazardous properties. In this case, type 2 diesel is a relevant example: it is known that the sulphur, which dissolves in this fuel, is a pollutant and so the diesel used needs to contain less sulphur for cleaner emissions and to reduce the impact on health.

8.5.4 Engineering controls
These are procedures that originate from technological or other advances (sometimes of a practical nature) to facilitate the limitation (or isolation) of dangers. Examples are protective screens (for grinders), filters, barriers, etc.

8.5.5 Administrative controls
These controls facilitate the implementation or strengthening of previous controls or those implemented in the event of minor risks. Overall, when engineering controls or other are not possible in order to stop the hazard then these controls allow workers to be notified and made aware of the existence of specific facts or hazards, against which measures must be taken. Panels and signals, etc. are the best examples in this case. There can be quite sophisticated administrative controls that may be confused with engineering controls. However, it is important to know what each type of control is used for.

8.5.6 Personal protective equipment (PPE)
Once all necessary efforts have been made to eliminate, reduce or lessen a hazard, and after having applied all engineering controls, all administrative methods or all collective protection methods (instructions on suitable working procedures; warning panels, signs, etc.), then there can still be certain hazards or contact with a hazard. In this case, personal protective equipment must be used. However, PPE must be the last resort. There is a whole range of PPE, according to the hazards and types of tasks to be carried out, to protect workers on a bodily level. However, it should always be taken into account that PPE should allow workers to move and work more or less freely in an unencumbered fashion.

Hierarchy of control

- **Elimination**
  - Most effective in the elimination / control of risk and hazards

- **Substitution**

- **Isolation**

- **Engineering Controls**

- **Administrative Controls**

- **Personal Protective Equipment**
  - Least effective in the elimination / control of risks and hazards
8.6 SAFETY SIGNS

There is a need to install signs, whether warning signs or other, in accordance with international standards, in all locations where there is a hazard, namely the presence of inflammable materials, locations where traffic is limited (for pedestrians or vehicles), and locations where other risks may threaten personal or collective safety. It is important to inform workers that they are obligated to respect these signs.

The presence of safety signs does in no way exempt employers from their obligation to adopt preventative, collective and individual measures against existing hazards.

Thus, the signs are complementary and are based on the following criteria:

1. The use of pictograms are preferable as they generally avoid written language;
2. Paints, which are used, must be very resistant to wear and washable;
3. All signs must be kept in a good state, clean and visible, and must be replaced when they deteriorate.

The following tables describe the types of geometric shapes and colours that are traditionally used, as well as precise examples of use:

**TABLE 7: SAFETY SIGNS 1**

<table>
<thead>
<tr>
<th>Geometric symbol</th>
<th>Meaning</th>
<th>Safety colour</th>
<th>Contrasting colour to the safety colour</th>
<th>Colour of symbol</th>
</tr>
</thead>
<tbody>
<tr>
<td><img src="red" alt="Safety conditions symbol" /></td>
<td>Safety conditions</td>
<td>Red</td>
<td>White*</td>
<td>White*</td>
</tr>
<tr>
<td><img src="red" alt="Prohibition symbol" /></td>
<td>Prohibition</td>
<td>Red</td>
<td>White*</td>
<td>White*</td>
</tr>
<tr>
<td><img src="blue" alt="Obligatory action symbol" /></td>
<td>Obligatory action</td>
<td>Blue</td>
<td>White*</td>
<td>White*</td>
</tr>
<tr>
<td><img src="yellow" alt="Warning symbol" /></td>
<td>Warning</td>
<td>Yellow</td>
<td>Black</td>
<td>Black</td>
</tr>
<tr>
<td><img src="green" alt="Safety conditions symbol" /></td>
<td>Safety conditions</td>
<td>Green</td>
<td>White*</td>
<td>White*</td>
</tr>
</tbody>
</table>

For example; First aid - Emergency exit - Fire evacuation point
For example; No smoking - Do not drink water - Do not touch
For example; Caution: hot surface - Caution: biological risk - Risk of electrocution
For example; First aid - Emergency exit - Fire evacuation point
### TABLE 8: SAFETY SIGNS 2

<table>
<thead>
<tr>
<th>SIGNS</th>
<th>DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td><img src="image" alt="White background and diagonal red bar; the safety symbol is black and is positioned at the centre of the panel, behind the red bar indicating a ban." /></td>
<td>White background and diagonal red bar; the safety symbol is black and is positioned at the centre of the panel, behind the red bar indicating a ban. The peripheral border is white and is also optional. The red colour should cover at least 35% of the sign surface.</td>
</tr>
<tr>
<td><img src="image" alt="Blue background: the safety symbol or text is white and at the centre of the sign; the white peripheral border is optional. The blue colour must cover at least 50% of the sign surface." /></td>
<td>Blue background: the safety symbol or text is white and at the centre of the sign; the white peripheral border is optional. The blue colour must cover at least 50% of the sign surface. Symbols used for compulsory standards: an indication of the type of protection required, as a drawing, a legend or numbers (complementary descriptive table at the bottom of the safety sign).</td>
</tr>
<tr>
<td><img src="image" alt="Yellow background, black triangular border. The safety symbol is black and at the centre of the sign; the yellow peripheral border is optional. The yellow colour must cover at least 50% of the sign surface." /></td>
<td>Yellow background, black triangular border. The safety symbol is black and at the centre of the sign; the yellow peripheral border is optional. The yellow colour must cover at least 50% of the sign surface.</td>
</tr>
<tr>
<td><img src="image" alt="Green background: white-coloured safety symbol or text, positioned at the centre of the sign. The sign is square or rectangle-shaped and is large enough to include the safety symbol and/or text; the white peripheral border is optional. The green colour must cover at least 50% of the sign surface." /></td>
<td>Green background: white-coloured safety symbol or text, positioned at the centre of the sign. The sign is square or rectangle-shaped and is large enough to include the safety symbol and/or text; the white peripheral border is optional. The green colour must cover at least 50% of the sign surface.</td>
</tr>
</tbody>
</table>
9. RISKS IN THE BANANA PRODUCTION SECTOR

The following risks are applicable to the banana production sector. It should be noted that there is detailed information available for workers on this very topic in **PART 2: MANUAL FOR WORKERS**.

### 9.1 LAND PREPARATION

<table>
<thead>
<tr>
<th>RISKS</th>
<th>TYPES OF HAZARDS</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>1</strong></td>
<td><strong>MECHANICAL:</strong> Worker falls from a certain height</td>
</tr>
<tr>
<td><strong>2</strong></td>
<td>Workers falls at ground level</td>
</tr>
<tr>
<td><strong>3</strong></td>
<td>Trampling over an object</td>
</tr>
<tr>
<td><strong>4</strong></td>
<td>Collision against a moving object</td>
</tr>
<tr>
<td><strong>5</strong></td>
<td>Concussions/lacerations caused by blunt objects or tools</td>
</tr>
<tr>
<td><strong>6</strong></td>
<td>Fragment or particle projection</td>
</tr>
<tr>
<td><strong>7</strong></td>
<td>Injuries due to a collision with other equipment, a vehicle</td>
</tr>
<tr>
<td><strong>8</strong></td>
<td>Vehicle rollover resulting in injuries</td>
</tr>
<tr>
<td><strong>9</strong></td>
<td>Blisters and burns</td>
</tr>
<tr>
<td><strong>1</strong></td>
<td><strong>PHYSICAL:</strong> Exposure to high temperatures</td>
</tr>
<tr>
<td><strong>2</strong></td>
<td>Exposure to non-ionising radiation</td>
</tr>
<tr>
<td><strong>3</strong></td>
<td>Noise exposure</td>
</tr>
<tr>
<td><strong>4</strong></td>
<td>Exposure to vibration</td>
</tr>
<tr>
<td><strong>1</strong></td>
<td><strong>BIOLOGICAL:</strong> Exposure to insects</td>
</tr>
<tr>
<td><strong>2</strong></td>
<td>Exposure to wildlife: spiders, snakes</td>
</tr>
<tr>
<td><strong>1</strong></td>
<td><strong>ERGONOMIC:</strong> Excessive physical exertion/excessive strain</td>
</tr>
<tr>
<td><strong>2</strong></td>
<td>Fixed or awkward postures</td>
</tr>
<tr>
<td><strong>3</strong></td>
<td>Repetitive movements</td>
</tr>
<tr>
<td><strong>1</strong></td>
<td><strong>OCCUPATIONAL:</strong> Monotonous work</td>
</tr>
</tbody>
</table>
### 9.2 Planting - Replanting

<table>
<thead>
<tr>
<th>Risks</th>
<th>Types of Hazards</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 MECHANICAL:</td>
<td>Falling worker - at height</td>
</tr>
<tr>
<td>2 MECHANICAL:</td>
<td>Trampling over an object</td>
</tr>
<tr>
<td>3 MECHANICAL:</td>
<td>Concussions/lacerations caused by blunt objects or tools</td>
</tr>
<tr>
<td>1 PHYSICAL:</td>
<td>Exposure to heat</td>
</tr>
<tr>
<td>2 PHYSICAL:</td>
<td>Exposure to non-ionising radiation</td>
</tr>
<tr>
<td>1 BIOLOGICAL:</td>
<td>Exposure to bacteria</td>
</tr>
<tr>
<td>2 BIOLOGICAL:</td>
<td>Exposure to fungi</td>
</tr>
<tr>
<td>3 BIOLOGICAL:</td>
<td>Exposure to organic derivatives</td>
</tr>
<tr>
<td>4 BIOLOGICAL:</td>
<td>Exposure to insects</td>
</tr>
<tr>
<td>5 BIOLOGICAL:</td>
<td>Exposure to wildlife: spiders, snakes</td>
</tr>
<tr>
<td>1 ERGONOMIC:</td>
<td>Excessive physical exertion / excessive strain</td>
</tr>
<tr>
<td>2 ERGONOMIC:</td>
<td>Fixed or awkward postures</td>
</tr>
<tr>
<td>3 ERGONOMIC:</td>
<td>Repetitive movements</td>
</tr>
<tr>
<td>4 ERGONOMIC:</td>
<td>Manipulation of heavy objects</td>
</tr>
<tr>
<td>1 OCCUPATIONAL:</td>
<td>Monotonous work</td>
</tr>
</tbody>
</table>

### 9.3 Crop Maintenance

<table>
<thead>
<tr>
<th>Risks</th>
<th>Types of Hazards</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 MECHANICAL:</td>
<td>Falling worker - at height</td>
</tr>
<tr>
<td>2 MECHANICAL:</td>
<td>Falling worker - same level</td>
</tr>
<tr>
<td>3 MECHANICAL:</td>
<td>Falling objects - due to a cave-in or collapse</td>
</tr>
<tr>
<td>4 MECHANICAL:</td>
<td>Falling objects - manually transported</td>
</tr>
<tr>
<td>5 MECHANICAL:</td>
<td>Trampling over an object</td>
</tr>
<tr>
<td>6 MECHANICAL:</td>
<td>Collision against stationary object</td>
</tr>
<tr>
<td>7 MECHANICAL:</td>
<td>Concussions/lacerations caused by blunt objects or tools</td>
</tr>
<tr>
<td>8 MECHANICAL:</td>
<td>Fragment or particle projection</td>
</tr>
<tr>
<td>9 MECHANICAL:</td>
<td>Work performed at higher than 1,80 m above ground</td>
</tr>
<tr>
<td>1 PHYSICAL:</td>
<td>Exposure to heat</td>
</tr>
<tr>
<td>2 PHYSICAL:</td>
<td>Exposure to non-ionising radiation</td>
</tr>
<tr>
<td>1 CHEMICAL:</td>
<td>Exposure to liquid sprays</td>
</tr>
<tr>
<td>2 CHEMICAL:</td>
<td>Exposure to toxic or harmful substances</td>
</tr>
</tbody>
</table>
## 9.4 Harvesting

<table>
<thead>
<tr>
<th>RISK</th>
<th>TYPES OF HAZARDS</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Falling worker - at height (if use ladders)</td>
</tr>
<tr>
<td>2</td>
<td>Falling worker - same level (eg when crossing drains)</td>
</tr>
<tr>
<td>3</td>
<td>Falling objects - due to a cave-in or collapse</td>
</tr>
<tr>
<td>4</td>
<td>Falling objects - manually transported</td>
</tr>
<tr>
<td>5</td>
<td>Falling objects - unsecured, loose</td>
</tr>
<tr>
<td>6</td>
<td>Trampling over an object</td>
</tr>
<tr>
<td>7</td>
<td>Collision against stationary objects</td>
</tr>
<tr>
<td>8</td>
<td>Concussions/lacerations caused by blunt objects or tools</td>
</tr>
<tr>
<td>9</td>
<td>Fragment or particle projection</td>
</tr>
<tr>
<td>10</td>
<td>Work performed at higher than 1.80 m above ground</td>
</tr>
<tr>
<td>1</td>
<td>Exposure to heat</td>
</tr>
<tr>
<td>2</td>
<td>Exposure to non-ionising radiation</td>
</tr>
<tr>
<td>1</td>
<td>Exposure to insects</td>
</tr>
<tr>
<td>2</td>
<td>Exposure to wildlife: spiders, snakes</td>
</tr>
<tr>
<td>1</td>
<td>Excessive physical exertion / excessive strain</td>
</tr>
<tr>
<td>2</td>
<td>Fixed or awkward postures</td>
</tr>
<tr>
<td>3</td>
<td>Manipulation of heavy objects</td>
</tr>
<tr>
<td>1</td>
<td>Monotonous work</td>
</tr>
</tbody>
</table>
### 9.5 POST-HARVEST WORK

<table>
<thead>
<tr>
<th>RISKS</th>
<th>TYPES OF HAZARDS</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Falling worker - same level</td>
</tr>
<tr>
<td>2</td>
<td>Falling objects - manually transported</td>
</tr>
<tr>
<td>3</td>
<td>Collision against stationary objects</td>
</tr>
<tr>
<td>4</td>
<td>Concussions/lacerations caused by blunt objects or tools</td>
</tr>
<tr>
<td>5</td>
<td>Fragment or particle projection</td>
</tr>
<tr>
<td>1</td>
<td>Exposure to heat</td>
</tr>
<tr>
<td>1</td>
<td>Exposure to toxic or harmful substances</td>
</tr>
<tr>
<td>1</td>
<td>Exposure to insects</td>
</tr>
<tr>
<td>2</td>
<td>Exposure to wildlife: spiders, snakes</td>
</tr>
<tr>
<td>1</td>
<td>Excessive physical exertion / excessive strain</td>
</tr>
<tr>
<td>2</td>
<td>Fixed or awkward postures</td>
</tr>
<tr>
<td>3</td>
<td>Repetitive movements</td>
</tr>
<tr>
<td>4</td>
<td>Manipulation of heavy objects</td>
</tr>
<tr>
<td>1</td>
<td>Monotonous work</td>
</tr>
<tr>
<td>2</td>
<td>Poor distribution of work</td>
</tr>
<tr>
<td>3</td>
<td>Painstaking nature of the task</td>
</tr>
</tbody>
</table>

### 9.6 PACKAGING AND STACKING: POTENTIAL RISKS

<table>
<thead>
<tr>
<th>#</th>
<th>RISKS</th>
<th>TYPES OF HAZARDS</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Falling worker - same level</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Falling objects - manually transported</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Trampling over an object</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Collision against stationary objects</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Concussions/lacerations caused by blunt objects or tools</td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>Exposure to heat</td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>Exposure to insects</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Exposure to wildlife: spiders, snakes</td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>Excessive physical exertion / excessive strain</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Fixed or awkward postures</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Repetitive movements</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Manipulation of heavy objects</td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>Monotonous work</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Painstaking nature of a task</td>
<td></td>
</tr>
</tbody>
</table>
1. FIRST AID KIT

The first aid kit in the banana production sector should contain the following items:

- Basic first aid instructions booklet for recording incidents and details about the first aid that was administered (with a pen)
- All-natural soap
- Disposable gloves
- Individually wrapped, sterile adhesive plasters
- Sterile compresses for deep wounds
- Safety pins
- Sterile non-medical dressings for wounds, in different sizes (small, medium and large)
- Scissors
- Sterile saline solution
- Plastic bags to safely dispose of contaminated waste

Furthermore, in premises where organophosphate and carbamate pesticides are used, the first aid kit must stock atropine sulphate. It can serve as an antidote in case of poisoning.

The name and telephone number of the workplace first-aid attendants as well as the phone number and address of the nearest emergency services must appear either inside the first aid kit or in close proximity to it. Reusable items (such as scissors) must be cleaned thoroughly after each use, either with warm soapy water or a cotton ball soaked in alcohol. Some items are available in disposable form, but they are often not as effective as their metal counterparts, nor are these standard-issue items.

Employers must ensure that all first aid kits are regularly restocked.
Cardiopulmonary or cardiorespiratory resuscitation (CPR) is an emergency procedure that saves lives. It is employed when a person has stopped breathing and their heart has stopped beating. Cardiac arrest can occur, for example, as the result of an electric shock, a heart attack, drowning, or any other incidents that can cause the heart to stop beating.

CPR consists of exerting pressure on the chest intermittently — called compressions — at an average rate of 100 compressions per minute, administered in rounds of 15 or 30 compressions, followed by two rescue breaths and a shorter round of compressions. The most effective CPR cycles are: for adults, 30 x 2 x 5; for children, 15 x 2 x 5; and for infants of 15 x 2 x 5.

CPR technique combines mouth-to-mouth resuscitation and manual cardiac massage:

- Mouth-to-mouth (or artificial breathing via insufflation) provides air to the lungs and stimulates respiration;
- While the manual cardiac massage prompts the heart to resume its normal activity.

The technique is performed continuously until respiratory and cardiac functions are restored naturally, or artificially, by using cardiac or respiratory monitors.

When blood flow to the heart is interrupted, there is a chance of permanent brain damage or death may occur within just a few minutes. Therefore, it is essential to try to maintain blood flow and breathing until emergency services or professional first responders arrive on the scene.

CPR technique may vary slightly depending on the age or weight of the patient. The latest techniques rely more on compressions than on mouth-to-mouth resuscitation and insufflation.
3. FIRST AID

3.1 INSECT BITES OR STINGS

3.1.1 Procedure for severe reactions:
1. Examine the victim's airways and their breathing, call the company's medical personnel or the local emergency number (119), and commence mouth-to-mouth resuscitation and CPR.
2. Comfort the victim, and try to calm them down, as needed.
3. Remove the victim's rings and any other jewellery if the infected area begins to swell.
4. Use the victim's own emergency kit if they suffer from allergies and carry an EpiPen or epinephrine.
5. Remain with the victim until paramedics arrive on the scene.

3.1.2 General measures applicable to most incidents
1. Remove the stinger if it's visible, by either scraping it off using a credit card or any other object that has a thin, straight edge. Do not use pliers as these could press on venom sac and increase the amount of venom in the blood.
2. Thoroughly wash the infected area using soap and water.
3. Apply ice (wrapped in a piece of cloth) on the puncture site; alternating 10 minutes on and 10 minutes off. Repeat as necessary.
4. If necessary, administer an antihistamine and/or apply an anti-itch cream on the site.
5. Over the next few days, remain on the lookout for signs of infection (such as increased redness, swelling, or pain).

3.1.3 Do not...
1. Apply a tourniquet;
2. Administer a stimulant (aspirin or acetylsalicylic acid) or any other pain medication, unless prescribed by a doctor.

3.1.4 When to call a doctor
3. It is essential to call the company doctor or the local emergency number (911) if the victim exhibits the following symptoms:
4. Difficulty breathing, wheezing;
5. Swelling of the face, mouth, or neck;
6. Tightness in the throat or difficulty swallowing;
7. Feeling of light-headedness;
8. Purplish complexion.

Note: If you have experienced an adverse or severe reaction to a bee sting or other insect bites in the past, you must go to the hospital's emergency services and undergo treatment immediately; then the doctor will refer you to an allergist to perform skin tests and prescribe a treatment. You should always keep a specialised emergency kit with you in case this happens again.

3.2 SNAKEBITES

To treat a snake bite, act fast and:

1. Remain calm and call medical services using the emergency numbers provided. Make sure that the snake does not attack the same victim again or another individual.
2. Immobilise the victim: this is to stop the venom from slowly spreading across the body and to gain time as the paramedics arrive on the scene. Maintain the wound below heart level to reduce the flow of the venom through the bloodstream.
3. Monitor vital signs: temperature, pulse, breathing rate, and blood pressure. If there are signs that the victim is in shock (pale complexion), have them lie down and raise their feet about 30 cm from the ground.
4. Attempt to identify the snake that attacked the victim.

It would be useful to know which kind of snake has attacked the victim by the time medical services arrive on the scene, in order to determine which antidote to administer and thus stop the effects caused by the toxins found in that particular venom.

3.2.1 Do not...
1. Apply a tourniquet;
2. Apply a cold compress on the wound, it will only make things worse;
3. Allow the victim to move or make any effort, as this may cause the venom to spread more quickly;
4. Allow the victim to consume alcoholic beverages to ease the pain;
5. Administer painkillers, or natural remedies;
6. Attempt to pump or suck the venom out, it doesn't do any good;
7. Slice open the puncture wound with a knife to let the venom flow “out”, it doesn’t help.

In any event, the fate of the victim will depend on how quickly the emergency team makes it on the scene. It is therefore essential to call for help immediately; as is the case for most types of incidents.

3.3 FIRE

If an individual's clothes catch fire, yell and get help immediately. The victim must throw themselves on the ground and roll around floor to smother the flames. They should not run or try to approach a shower (if remote) or a water source on their own.

It is everybody's responsibility to help their colleagues when they’re in danger. In such an instance, do not use the fire extinguisher on the victim. Instead, immediately cover them with a blanket (if possible, a fire-proof or fire-retardant one), lead them towards a shower if one is nearby; otherwise, have them roll on the floor.

Once the fire is out, leave the victim stretched out on the floor, ensuring that they don't get cold, and call for medical assistance.
3.4 BURNS

Minor burns that occur in the course of the workday as one comes in contact with hot objects or materials, are treated by washing the affected area with cold water.

Serious burns, on the other hand, require immediate medical attention at a hospital. The use of creams and ointments is not recommended for severe burns.

3.5 CUTS

Cuts must be treated immediately by holding the affected area under running water for several minutes. If the cut is not very deep and the bleeding stops quickly, after cleaning the wound with soap and water, cover it with either a plaster or a bandage, as appropriate.

If possible, it is best to clean the wound with saline solution instead of running water, and always call a doctor in case of severe wounds or lacerations.

4. CHEMICAL EXPOSURE

4.1 SKIN

If chemicals come in contact with the skin, wash the affected area immediately with plenty of water for at least 15 minutes; if a large part of the body comes in contact with chemical substances, the safety showers that have been installed should be used instead. The victim must also rid themselves of any contaminated clothing they might be wearing (for ex., while in the shower). Remember that a speedy response is essential to limit or reduce the severity of the injury. If in doubt, always call a doctor.

4.2 EYES

When it comes to the eyes, timing is everything: a quick response must follow no later than 10 seconds after the incident. The victim’s eyes should be washed immediately; the sooner the better, to limit eye injury. Wash the eyes with plenty of water — and if possible using a saline solution — for 15 minutes, keeping them open (using one’s fingers) to ensure that water penetrates under the eyelids.

Medical intervention is compulsory, even if the lesion appears to be mild.

5. CHEMICAL POISONING

5.1 INGESTION

1. It is imperative that emergency services be called before any other measures are taken.
2. If the person is unconscious, they must be adjusted into a reclining position, with their head to one side, and their tongue must be pulled out. If the victim is conscious, then hold them in place on their side.
3. Cover the victim with a blanket so that they don’t get cold and remain by their side.
4. If required, perform mouth-to-mouth resuscitation.
5. Do not administer alcoholic beverages to the victim.
6. Do not induce vomiting if the product ingested is a corrosive.

5.2 INHALATION

1. Immediately lead the victim into an open place with plenty of fresh air.
2. Call emergency services as soon as possible.
3. At the first sign of shortness of breath, perform mouth-to-mouth resuscitation. If an oxygen tank is available, employ it only if the personnel present have been trained to use it.
4. The toxic fumes inhaled by the victim must be identified. If it’s a gas, then the responder must use the appropriate mask for this type of gas while assisting the victim. If no suitable mask is available, the responder must hold their breath as long as possible until the toxic fumes have dissipated.
6. ELECTROCUTION

A speedy intervention is paramount in this instance. The measures to be taken are as follows:

1. Cut the passage of current through the victim, which can be done in one of two ways:
2. Shut off the electricity using the corresponding switch;
3. Physically separate the injured person from the point of contact, with a piece of wood or similar (non-conductive) device, without ever directly touching the victim’s body.
4. Select whichever way is quickest. In the second instance, the responder can attempt to cause a short circuit while taking preliminary precautions, so that the power line is shut down completely.
5. Once the victim is released, the responder must examine their airways, and check for their breathing and pulse.
6. Please call the plantation’s medical service or the local emergency number (119) immediately and perform mouth-to-mouth resuscitation and CPR if the victim is non-responsive.
CHAPTER 6: APPENDICES
1.1 SCOPE
This health and safety inspection protocol for the banana production sector focuses on the three productive phases of banana cropping: cultivation, harvest and post-harvest.

1.2 OBJECTIVES
Improve the working conditions in banana cropping (cultivation, harvest and post-harvest), by outlining clear technical guidelines.

Introduce guidelines that will help reduce the risks that workers involved in banana production are exposed to.

Align the key risks faced in banana cultivation, harvest and post-harvest with practical preventive measures that will improve both health and safety conditions and the working environment.

1.3 INTRODUCTION
Agricultural activities are divided into stages. Hence, each stage entails a series of tasks. That is where the risk factors inherent to these specific activities lay. The table below introduces guidelines to be used when inspecting health and safety conditions in the agricultural sector. This is done on the basis of each task’s characteristics and its inherent risk factors.

Within the legal context, two specific legal instruments govern the activities recorded on the table. The first is Act No. 92/007 of 14 August 1992 from the Labour Code, and the second is Decree No. 039 /MTPS /IMT, dated 26 November 1984, which lays down general measures for workplace health and safety.
<table>
<thead>
<tr>
<th>No.</th>
<th>1. VERIFICATION OF THE MINISTRY OF LABOUR’S REQUIREMENTS</th>
<th>MEANS OF VERIFICATION</th>
<th>Yes</th>
<th>No</th>
<th>DEADLINE, IF N/A, COMPLIANCE WITH THE STIPULATED TIMEFRAME</th>
<th>LEGAL FRAMEWORK</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.1</td>
<td>A health and safety technician on site.</td>
<td>Training.</td>
<td></td>
<td></td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>1.2</td>
<td>Medical facilities, providing both preventive and curative health services, available to all workers.</td>
<td>Training.</td>
<td></td>
<td></td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>1.3</td>
<td>An Occupational Health and Safety Committee has been formed and acquired official recognition.</td>
<td>Deeds of recognition.</td>
<td></td>
<td></td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>1.4</td>
<td>In accordance with the Workplace Hygiene and Safety Code, duly registered in the system.</td>
<td>Certification of adherence to the Workplace Hygiene and Safety Code, issued by multidisciplinary team. Return receipt upon delivery of the Code for every worker.</td>
<td></td>
<td></td>
<td>Act No. 92/007 of 14 August 1992, Title VI, Chapter I and II</td>
<td></td>
</tr>
<tr>
<td>1.5</td>
<td>The Corporate Health and Safety Policy, drafted and published.</td>
<td>Ensure that workers are well aware of the Safety Policy. Display the Safety Policy in a visible location.</td>
<td></td>
<td></td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>1.6</td>
<td>Availability of workplace hazard identification chart.</td>
<td>A workplace hazard identification chart developed by a company health and safety technician, drafted in accordance with internationally recognised methodology.</td>
<td></td>
<td></td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>1.7</td>
<td>The hazard identification chart is accessible for both workers and visitors.</td>
<td>Map of the different facilities, clearly denoting the location of the potential hazards.</td>
<td></td>
<td></td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>1.8</td>
<td>Chart outlining the layout of the different facilities is available, indicating distances/scales and the distribution of areas where crops have been planted.</td>
<td>Map pinpointing the different areas across the plantation.</td>
<td></td>
<td></td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>No.</td>
<td>2.1. STORAGE</td>
<td>MEANS OF VERIFICATION</td>
<td>Yes</td>
<td>No</td>
<td>DEADLINE, IF N/A, COMPLIANCE WITH THE STIPULATED TIMEFRAME</td>
<td>LEGAL FRAMEWORK</td>
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</tr>
<tr>
<td>2.1.1</td>
<td>Safe storage procedures for all chemical products.</td>
<td>Compatibility of chemicals products stored. Isolated from heavy foot traffic areas. Products stacked correctly.</td>
<td></td>
<td></td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>2.1.2</td>
<td>Chemical products must be properly labelled and accompanied by Safety Data Sheets (SDS).</td>
<td>A label indicating name, composition, and potential hazards of chemical product in question.</td>
<td></td>
<td></td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>2.1.3</td>
<td>Adequate ventilation throughout the premises where chemicals are handled and stored.</td>
<td>Natural or artificial ventilation of the storage area.</td>
<td></td>
<td></td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>2.1.4</td>
<td>Fire-resistant shelving used for the storage of chemical products.</td>
<td>Metal shelves.</td>
<td></td>
<td></td>
<td>60 days</td>
<td></td>
</tr>
<tr>
<td>2.1.5</td>
<td>Waterproof flooring.</td>
<td>Flooring in the storage area manufactured out of waterproof material.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.1.6</td>
<td>Space available between the shelves and the walls, allowing for the inspection of products.</td>
<td>Enough space to perform a visual inspection of the products.</td>
<td></td>
<td></td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>2.1.7</td>
<td>Chemical products stored far away from any water sources.</td>
<td>Chemical products are not stored near any water sources that could be contaminated.</td>
<td></td>
<td></td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>2.1.8</td>
<td>The updated Safety Data Sheets (SDS), in French. Dissemination of Safety Data Sheets (SDS) on agrochemicals and combustion products, as well as training material.</td>
<td>Safety Data Sheets (SDS) for all chemical products in the storage facility. Training material for all employees who manipulate chemical products. Safety Data Sheets (SDS) for managing chemical products.</td>
<td></td>
<td></td>
<td>30 days</td>
<td>Decree No. 039/MTPS/IMT of 26 November 1984, Title III, Chapter V, Article 96-109</td>
</tr>
<tr>
<td>2.1.9</td>
<td>Thorough stock control of all products used.</td>
<td>Appropriate management of the stock of chemical products (first in, first out principle)</td>
<td></td>
<td></td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>2.1.10</td>
<td>List of chemical substances and fuels used for agricultural purposes, indicating name and quantities.</td>
<td>Updated list of chemical product stock, alongside quantities available.</td>
<td></td>
<td></td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>2.1.11</td>
<td>Fire extinguishers, labelled according to the type of fire they are employed for (ABC, multi-purpose), as well as amount in stock. Monthly checks, stock control.</td>
<td>Availability of fire extinguishers and a monthly stock control. Training.</td>
<td></td>
<td></td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>2.1.12</td>
<td>Electrical installations in good condition, properly concealed or in tubes.</td>
<td>Adequate electrical installations, up to code.</td>
<td></td>
<td></td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>No.</td>
<td>2.2. USE</td>
<td>MEANS OF VERIFICATION</td>
<td>Yes</td>
<td>No</td>
<td>DEADLINE, IF N/A, COMPLIANCE WITH THE STIPULATED TIMEFRAME</td>
<td>LEGAL FRAMEWORK</td>
</tr>
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<td>----------------------------------------------------------</td>
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</tr>
<tr>
<td>2.2.1</td>
<td>Exclusive use of products with green label.</td>
<td>Check the demand and storage only for products with a green label.</td>
<td></td>
<td></td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>2.2.2</td>
<td>Abide by the time-frame stipulated for treating farmlands with agrochemicals, as required for each product.</td>
<td>Keep record of the date and time the product was used and the time at which workers can re-enter the premises where it was used.</td>
<td></td>
<td></td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>2.2.3</td>
<td>Plant protection products only used across the plantations.</td>
<td>Use of chemical products across plantations.</td>
<td></td>
<td></td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>2.2.4</td>
<td>Warning signs that read “KEEP OUT”, accompanied by the respective visual icon, put up prior to the use of agrochemical products.</td>
<td>Mounting warning signs prior to the use of agrochemical products.</td>
<td></td>
<td></td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>2.2.5</td>
<td>Instructions on products' label are carefully followed.</td>
<td>Health and Safety Procedure respected when using and handling agrochemical products.</td>
<td></td>
<td></td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>2.2.6</td>
<td>Whenever agrochemicals are applied using a backpack-style pesticide sprayer linked to a hand-operated pulveriser, a backrest made out of waterproof fabric is used.</td>
<td>Waterproof attire must be supplied to all staff responsible for spraying agrochemical products.</td>
<td></td>
<td></td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>2.2.7</td>
<td>The manual application of agrochemical products, whenever necessary, is performed with the worker’s back to the wind. Spraying must not be performed in high winds.</td>
<td>Health and Safety Procedure for the manual application of agrochemicals.</td>
<td></td>
<td></td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>2.2.8</td>
<td>Workers must not eat, smoke, or use water to clean their faces, eyes or nostrils while handling agrochemicals.</td>
<td>Health and Safety Procedure for the manual application of agrochemicals.</td>
<td></td>
<td></td>
<td>30 days</td>
<td></td>
</tr>
</tbody>
</table>

Decree No. 039/MTPS/IMT of 26 November 1984, Title III, Chapter V, Article 96-109
## 2. CHEMICAL HAZARDS

<table>
<thead>
<tr>
<th>No.</th>
<th>2.3. MEASURES FOR MONITORING HEALTH</th>
<th>MEANS OF VERIFICATION</th>
<th>Yes</th>
<th>No</th>
<th>DEADLINE, IF N/A, COMPLIANCE WITH THE STIPULATED TIMEFRAME</th>
<th>LEGAL FRAMEWORK</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.3.1</td>
<td>Procedures to regularly assess workers’ exposure levels. Measuring exposure to chemical agents. The measured value is based on threshold exposure limits.</td>
<td>Reports on measurements and the evaluation of chemical contamination levels in the workplace.</td>
<td>Yes</td>
<td>No</td>
<td>60 days</td>
<td>Decree No. 039/ MTPS/IMT of 26 November 1984, Title III, Chapter V, Article 96-109</td>
</tr>
<tr>
<td>2.3.2</td>
<td>Health Monitoring Plan (medical examinations, medical protocols, monitoring health regimens)</td>
<td>Medical protocol.</td>
<td>Yes</td>
<td>No</td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>2.3.3</td>
<td>Regular health check-ups, in medical offices and laboratories</td>
<td>Specialised medical check-ups for workers.</td>
<td>Yes</td>
<td>No</td>
<td>90 days</td>
<td></td>
</tr>
<tr>
<td>2.3.4</td>
<td>Regular health check-ups for workers who come in contact with agrochemicals, such as carbamates and organophosphates (OPs). Examinations every 3 months for personnel in direct contact with agrochemicals, annually for personnel who are indirectly exposed.</td>
<td>Specific health monitoring procedures for personnel exposed to organophosphates (OGs) and carbamates.</td>
<td>Yes</td>
<td>No</td>
<td>90 days</td>
<td></td>
</tr>
<tr>
<td>2.3.5</td>
<td>Regular health check-ups (annual) for workers who come in contact with agrochemicals, for ex. methyl bromide.</td>
<td>Specific health monitoring procedures for personnel exposed to methyl bromide.</td>
<td>Yes</td>
<td>No</td>
<td>90 days</td>
<td></td>
</tr>
<tr>
<td>2.3.6</td>
<td>Healthcare for at-risk individuals.</td>
<td>Health Monitoring Plan for individuals with specific personal risk factors.</td>
<td>Yes</td>
<td>No</td>
<td>30 days</td>
<td></td>
</tr>
</tbody>
</table>
## 2. CHEMICAL HAZARDS

<table>
<thead>
<tr>
<th>No.</th>
<th>2.4. CONTROL AND MANAGEMENT</th>
<th>MEANS OF VERIFICATION</th>
<th>Yes</th>
<th>No</th>
<th>DEADLINE, IF N/A, COMPLIANCE WITH THE STIPULATED TIMEFRAME</th>
<th>LEGAL FRAMEWORK</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.4.1</td>
<td>Supply of personal protective equipment (hat, gloves, mask, apron, goggles, shoes) based on risk factor exposure, free for workers.</td>
<td>Documents on the supply and use of personal protective equipment (PPE) issued to employees.</td>
<td></td>
<td></td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>2.4.2</td>
<td>Emergency showers and an eye wash station must be readily available and functional.</td>
<td>Availability of operational emergency showers and eye wash stations.</td>
<td></td>
<td></td>
<td>60 days</td>
<td></td>
</tr>
<tr>
<td>2.4.3</td>
<td>Spill containment supplies.</td>
<td>Availability of a spill containment kit.</td>
<td></td>
<td></td>
<td>60 days</td>
<td></td>
</tr>
<tr>
<td>2.4.4</td>
<td>Training and information programme for workers on the correct usage and handling of agrochemicals.</td>
<td>Health and safety training programme and documents.</td>
<td></td>
<td></td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>2.4.5</td>
<td>Posters and advertisement in strategic locations for workers to become aware of the risks they are exposed to as well as of the recommendations to follow.</td>
<td>Publication of an information pack presenting existing risks to workers.</td>
<td></td>
<td></td>
<td>30 days</td>
<td>Decree No. 039/ MTPS/IMT of 26 November 1984, Title III, Chapter V, Article 96-109</td>
</tr>
<tr>
<td>2.4.6</td>
<td>Proper waste disposal.</td>
<td>Waste storage containers.</td>
<td></td>
<td></td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>2.4.7</td>
<td>Washing clothing contaminated by agrochemical products along with regular clothing is not allowed.</td>
<td>Health and Safety Procedure for treating clothing contaminated by agrochemical products.</td>
<td></td>
<td></td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>2.4.8</td>
<td>Pregnant women, children and persons with disabilities are not allowed to wash clothing contaminated by agrochemical products.</td>
<td>Health and Safety Procedure for treating clothing contaminated by agrochemical products.</td>
<td></td>
<td></td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>2.4.9</td>
<td>Wall or spill-control drums for containment purposes in case of spills.</td>
<td>Wall spill-control drums for containment, with a capacity equal to 110% of the substance contained.</td>
<td></td>
<td></td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>No.</td>
<td>3. THE DEMANDS OF PHYSICAL WORK</td>
<td>MEANS OF VERIFICATION</td>
<td>Yes</td>
<td>No</td>
<td>DEADLINE, IF N/A, COMPLIANCE WITH THE STIPULATED TIMEFRAME</td>
<td>LEGAL FRAMEWORK</td>
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</tr>
<tr>
<td>3.1</td>
<td>Establish weight criteria for manually lifting and carrying objects (max. limit is 23 kg).</td>
<td>Health and Safety Procedure for manual lifting.</td>
<td></td>
<td></td>
<td>30 days</td>
<td>Decree No. 039/MTPS/IMT of 26 November 1984, Title III, Chapter V, Article 96-109</td>
</tr>
<tr>
<td>3.2</td>
<td>Workers trained on manually lifting and carrying objects.</td>
<td>Health and safety training programme and documents.</td>
<td></td>
<td></td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>3.3</td>
<td>Implementation of breaks.</td>
<td>Health and Safety Procedure.</td>
<td></td>
<td></td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>3.4</td>
<td>Working on rotation to avoid continuous and repetitive movements.</td>
<td>Health and Safety Procedure.</td>
<td></td>
<td></td>
<td>60 days</td>
<td></td>
</tr>
<tr>
<td>3.5</td>
<td>Handheld tool inspection to reduce the likelihood of repetitive motion injuries.</td>
<td>Regularly inspect handheld tools and replace as necessary.</td>
<td></td>
<td></td>
<td>60 days</td>
<td></td>
</tr>
<tr>
<td>3.6</td>
<td>Decrease physical load by using mechanical devices instead.</td>
<td>Availability of mechanical support devices used for managing workload.</td>
<td></td>
<td></td>
<td>180 days</td>
<td></td>
</tr>
<tr>
<td>3.7</td>
<td>Work-Related Musculoskeletal Disorders (WMSDs) Evaluation Measures</td>
<td>Protocol for monitoring workers exposed to hazards that could lead to developing Musculoskeletal Disorders (MSDs).</td>
<td></td>
<td></td>
<td>90 days</td>
<td></td>
</tr>
<tr>
<td>3.8</td>
<td>Work-Related Lower Back Pain Evaluation Measures (annual x-rays) See Appendix 5.</td>
<td>Evaluation measures for workers suffering from back pain.</td>
<td></td>
<td></td>
<td>90 days</td>
<td></td>
</tr>
<tr>
<td>No.</td>
<td>4. NOISE AND VIBRATION</td>
<td>MEANS OF VERIFICATION</td>
<td>Yes</td>
<td>No</td>
<td>DEADLINE, IF N/A, COMPLIANCE WITH THE STIPULATED TIMEFRAME</td>
<td>LEGAL FRAMEWORK</td>
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<tr>
<td>4.1</td>
<td>Evaluation of hand-arm vibration (HAV) and whole-body vibration (WBV) based on occupational exposure.</td>
<td>Measurement and assessment of vibration levels, reports.</td>
<td>Yes</td>
<td>No</td>
<td>60 days</td>
<td>Decree No. 039/MTPS/IMT of 26 November 1984, Title II, Chapter II, Section IV, Article 41-44</td>
</tr>
<tr>
<td>4.2</td>
<td>Limiting and regulating exposure.</td>
<td>Health and Safety Procedure for occupational exposure to vibration.</td>
<td>Yes</td>
<td>No</td>
<td>60 days</td>
<td></td>
</tr>
<tr>
<td>4.3</td>
<td>Installation of vibration isolation machinery and equipment, as needed.</td>
<td>Availability of vibration isolation machinery and equipment.</td>
<td>Yes</td>
<td>No</td>
<td>60 days</td>
<td></td>
</tr>
<tr>
<td>4.4</td>
<td>Noise measurements to determine workers’ levels of occupational exposure; identification of type of noise, based on workstation.</td>
<td>Measurement and evaluation reports for workplace noise levels.</td>
<td>Yes</td>
<td>No</td>
<td>90 days</td>
<td></td>
</tr>
<tr>
<td>4.5</td>
<td>Preventive measures applied based on each workstation’s measurements.</td>
<td>Noise control, both at source and across the receiving environment.</td>
<td>Yes</td>
<td>No</td>
<td>60 days</td>
<td></td>
</tr>
<tr>
<td>4.6</td>
<td>Adjustments to noisy workstations or adoption of work programmes that emit less noise pollution.</td>
<td>Replacement or maintenance of noisy machinery.</td>
<td>Yes</td>
<td>No</td>
<td>60 days</td>
<td></td>
</tr>
<tr>
<td>4.7</td>
<td>A reduction in the frequency with which noisy machinery and equipment are employed.</td>
<td>Administrative measures set to reduce noise exposure.</td>
<td>Yes</td>
<td>No</td>
<td>60 days</td>
<td></td>
</tr>
<tr>
<td>4.8</td>
<td>Absorbent surfaces on walls and floors.</td>
<td>Availability of absorbent surfaces, as required.</td>
<td>Yes</td>
<td>No</td>
<td>60 days</td>
<td></td>
</tr>
<tr>
<td>4.9</td>
<td>Area-by-area insulation of noisy activities.</td>
<td>Relocation of noisy machines during the production process.</td>
<td>Yes</td>
<td>No</td>
<td>90 days</td>
<td></td>
</tr>
<tr>
<td>4.10</td>
<td>Limit and regulate noise exposure.</td>
<td>Administrative measures to reduce noise exposure.</td>
<td>Yes</td>
<td>No</td>
<td>60 days</td>
<td></td>
</tr>
<tr>
<td>4.11</td>
<td>Supply workers with hearing-protection devices.</td>
<td>Documents concerning the provision and use of PPEs issued to employees.</td>
<td>Yes</td>
<td>No</td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>4.12</td>
<td>Implementation of control systems (encapsulation of noise-generating sources, insulation, silencing).</td>
<td>Encapsulation of noise source.</td>
<td>Yes</td>
<td>No</td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>4.13</td>
<td>All noise-generating machines undergo a preventive and corrective maintenance program.</td>
<td>Maintenance records, kept by the company.</td>
<td>Yes</td>
<td>No</td>
<td>180 days</td>
<td></td>
</tr>
</tbody>
</table>
### 4. NOISE AND VIBRATION

<table>
<thead>
<tr>
<th>No.</th>
<th>MEANS OF VERIFICATION</th>
<th>DEADLINE, IF N/A, COMPLIANCE WITH THE STIPULATED TIMEFRAME</th>
</tr>
</thead>
<tbody>
<tr>
<td>4.14</td>
<td>Worker training programme on the importance of regular maintenance and the use of personal protective equipment.</td>
<td>30 days</td>
</tr>
<tr>
<td>4.15</td>
<td>Assessment of measures adopted.</td>
<td>30 days</td>
</tr>
<tr>
<td>4.16</td>
<td>Evaluation measures to detect neurosensory hearing loss, caused by noise exposure. Medical examinations for workers regularly exposed (annual reports).</td>
<td>90 days</td>
</tr>
</tbody>
</table>

**Legal Framework**
- Decree No. 039/MTPS/IMT of 26 November 1984, Title II, Chapter II, Section IV, Article 41-44

### 5. HEAT STRESS (EXTREME TEMPERATURES - HEAT)

<table>
<thead>
<tr>
<th>No.</th>
<th>MEANS OF VERIFICATION</th>
<th>DEADLINE, IF N/A, COMPLIANCE WITH THE STIPULATED TIMEFRAME</th>
</tr>
</thead>
<tbody>
<tr>
<td>5.1</td>
<td>Use of appropriate work clothing (long sleeves and long).</td>
<td>30 days</td>
</tr>
<tr>
<td>5.2</td>
<td>Safety footwear, based on risk factor exposure, in good condition:</td>
<td>30 days</td>
</tr>
<tr>
<td></td>
<td>• Tall rubber boots for working in fields where the worker is exposed to moisture (water, mud, agrochemicals).</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Leather boots for remainder of activities.</td>
<td></td>
</tr>
<tr>
<td>5.3</td>
<td>Resort to mechanized assistance to reduce the generation of metabolic heat, by implementing machine-based solutions to reduce the amount of physical activity exerted by the workers.</td>
<td>30 days</td>
</tr>
<tr>
<td>5.4</td>
<td>Limiting length of exposure, implementing rest periods in designated cool areas.</td>
<td>30 days</td>
</tr>
</tbody>
</table>

**Legal Framework**
- Decree No. 039/MTPS/IMT of 26 November 1984, Title II, Chapter II, Section III, Article 36-37
### APPENDIX 1: PROTOCOL FOR HEALTH AND SAFETY INSPECTIONS IN BANANA PLANTATIONS

<table>
<thead>
<tr>
<th>No.</th>
<th>6. NON-IONISING RADIATION (SUN EXPOSURE/UV RAYS)</th>
<th>MEANS OF VERIFICATION</th>
<th>Yes</th>
<th>No</th>
<th>DEADLINE, IF N/A, COMPLIANCE WITH THE STIPULATED TIMEFRAME</th>
<th>LEGAL FRAMEWORK</th>
</tr>
</thead>
<tbody>
<tr>
<td>6.1</td>
<td>Use of work clothing that protects against UV rays (hat, shirt, sunglasses, pants)</td>
<td>Documents concerning the provision and use of PPEs, issued to employees.</td>
<td></td>
<td></td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>6.2</td>
<td>Use of sunscreen (in the form of creams or lotions).</td>
<td>Supply and use of sunscreen.</td>
<td></td>
<td></td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>6.3</td>
<td>Organisation of work-related tasks on the farm and production facility to allow for the rotation of workers subject to UV-ray exposure.</td>
<td>Working Procedures</td>
<td></td>
<td></td>
<td>30 days</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>No.</th>
<th>7. BIOLOGICAL RISKS</th>
<th>MEANS OF VERIFICATION</th>
<th>Yes</th>
<th>No</th>
<th>DEADLINE, IF N/A, COMPLIANCE WITH THE STIPULATED TIMEFRAME</th>
<th>LEGAL FRAMEWORK</th>
</tr>
</thead>
<tbody>
<tr>
<td>7.1</td>
<td>Satisfactory health and hygiene conditions.</td>
<td>Clean and disinfected toilets.</td>
<td></td>
<td></td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>7.2</td>
<td>Inspection to detect the presence of biological risks throughout the production facility’s workstations.</td>
<td>Report on the results of the inspection carried out on the plantation.</td>
<td></td>
<td></td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>7.3</td>
<td>Gloves supplied to workers.</td>
<td>Documents concerning the provision and use of PPEs, issued to employees.</td>
<td></td>
<td></td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>7.4</td>
<td>First aid and medical care provided to all workers who suffer skin injuries.</td>
<td>Medical protocol.</td>
<td></td>
<td></td>
<td>30 days</td>
<td></td>
</tr>
</tbody>
</table>

Decree No. 039/ MTPS/MT of 26 November 1984, Title I, Chapter I, Section III, Article 1-6.
Decree No. 039/ MTPS/MT of 26 November 1984, Title II, Chapter I, Section III, Article 15-27.
<table>
<thead>
<tr>
<th>No.</th>
<th>8. MECHANICAL HAZARDS</th>
<th>MEANS OF VERIFICATION</th>
<th>Yes</th>
<th>No</th>
<th>DEADLINE, IF N/A, COMPLIANCE WITH THE STIPULATED TIMEFRAME</th>
<th>LEGAL FRAMEWORK</th>
</tr>
</thead>
<tbody>
<tr>
<td>8.1</td>
<td>Strict enforcement of a janitorial program.</td>
<td>Inspection record for workstations.</td>
<td>Yes</td>
<td>No</td>
<td>30 days</td>
<td>Decree No. 039/MTPS/IMT of 26 November 1984, Title III, Chapter III, Section III, Article 71-79</td>
</tr>
<tr>
<td>8.2</td>
<td>The drains in the packing facility must be covered with grids, painted yellow.</td>
<td>Availability of a drainage processing facility.</td>
<td>Yes</td>
<td>No</td>
<td>60 days</td>
<td></td>
</tr>
<tr>
<td>8.3</td>
<td>Corridors free of obstacles and designated high-traffic areas for staff use.</td>
<td>Signs mounted and compliance with circulation guidelines.</td>
<td>Yes</td>
<td>No</td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>8.4</td>
<td>Use of non-slip material throughout the production facility’s corridors and staircases to prevent falls.</td>
<td>Availability of non-slip material throughout required areas.</td>
<td>Yes</td>
<td>No</td>
<td>60 days</td>
<td></td>
</tr>
<tr>
<td>8.5</td>
<td>Periodical re-examination of staircase’s condition.</td>
<td>Inspection record for workstations.</td>
<td>Yes</td>
<td>No</td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>8.6</td>
<td>Examination of the scaffolding’s condition.</td>
<td>Inspection record for workstations.</td>
<td>Yes</td>
<td>No</td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>8.7</td>
<td>Scaffolding equipped with clearly marked railings.</td>
<td>Scaffolding equipped with railings and signs.</td>
<td>Yes</td>
<td>No</td>
<td>60 days</td>
<td></td>
</tr>
<tr>
<td>8.8</td>
<td>Portable ladders, in good condition.</td>
<td>Availability of ladders, in good condition.</td>
<td>Yes</td>
<td>No</td>
<td>60 days</td>
<td></td>
</tr>
<tr>
<td>8.9</td>
<td>Shelters for storing machinery and parts.</td>
<td>Implementation of protective measures for machines’ moving parts.</td>
<td>Yes</td>
<td>No</td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>8.10</td>
<td>Conveyors equipped with an emergency stop device.</td>
<td>Availability of emergency stop devices.</td>
<td>Yes</td>
<td>No</td>
<td>60 days</td>
<td></td>
</tr>
<tr>
<td>8.11</td>
<td>Locking mechanism/interlocking system for machines, engines, equipment and conveyors.</td>
<td>Safety procedure for locking and labelling machinery and equipment.</td>
<td>Yes</td>
<td>No</td>
<td>60 days</td>
<td></td>
</tr>
<tr>
<td>8.12</td>
<td>Installation of blade guards and safeguards for other sharp tools.</td>
<td>Availability of protective measures for sharp tools.</td>
<td>Yes</td>
<td>No</td>
<td>60 days</td>
<td></td>
</tr>
<tr>
<td>8.13</td>
<td>Sufficiently sized sleeves and handles for sharp tools; not slippery, do not slide off.</td>
<td>Ergonomic tool design.</td>
<td>Yes</td>
<td>No</td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>8.14</td>
<td>Blades firmly affixed on the tool, no bolts, nails or mounting elements missing.</td>
<td>Availability of protective measures for sharp tools.</td>
<td>Yes</td>
<td>No</td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>8.15</td>
<td>Sharp or pointed tools kept properly sharpened.</td>
<td>Review, maintenance and replacement procedure for manual tools.</td>
<td>Yes</td>
<td>No</td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>8.16</td>
<td>Appropriate boxes or containers used for transporting sharp or pointed tools.</td>
<td>Availability of protective measures for sharp tools.</td>
<td>Yes</td>
<td>No</td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>8.17</td>
<td>Agricultural machinery: parts with sharp elements are isolated to avoid human contact.</td>
<td>Availability of protective measures for sharp tools.</td>
<td>Yes</td>
<td>No</td>
<td>30 days</td>
<td></td>
</tr>
</tbody>
</table>
## APPENDIX 1: PROTOCOL FOR HEALTH AND SAFETY INSPECTIONS IN BANANA PLANTATIONS

| 8.18 | Preventive maintenance program for tools and equipment. | Review, maintenance and replacement procedure for manual tools. | 60 days |
| 8.19 | Safety inspections of engines, machines and other equipment are performed. | Inspection report on worksites and their corresponding machinery | 30 days |
| 8.20 | Tools stored in a safe place. | Assess the distribution of tool storage locations. | 30 days |
| 8.21 | Use of the device without prior training and authorisation is not permitted. | Health and Safety Procedure for the use of machinery. | 30 days |
| 8.22 | Ergonomics of the various tools. | Ergonomic tool design. | 60 days |
| 8.23 | Tool selection in line with the task to be performed. | Adequate supply procedure in place for tools, on a per activity basis. | 30 days |
| 8.24 | Tools, machines and equipment used correctly. | Health and Safety Procedure for tool and machinery use. | 30 days |
| 8.25 | Transportation and proper tool storage. | Health and Safety Procedure for tool use. | 30 days |
| 8.26 | Machines and equipment that could pose a risk to workers correctly labelled. | Safety warnings on all machinery. | 60 days |
| 8.27 | Pressure cylinders stored in vertical position and secured in place with chains. | Safety procedure for pressure cylinder storage. | 30 days |
| 8.28 | Empty and full cylinders are separated and correctly labelled. | Safety procedure for pressure cylinder storage. | 30 days |
| 8.29 | Cylinders are only transported using mechanical lifting devices. | Safety procedure for pressure cylinder transportation. | 30 days |
| 8.30 | Public transport areas used by staff are isolated from danger zones, such as uneven walking surfaces. The latter will be clearly signalised and equipped with safety guards. | Availability of safety guards to prevent people from tripping. | 30 days |
| 8.31 | All work areas must be kept clean and neat. | Inspection report on cleanliness and order throughout premises. | 30 days |

Decree No. 039/MTPS/IMT of 26 November 1984, Title III, Chapter III, Section III, Article 71-79
<table>
<thead>
<tr>
<th>No.</th>
<th>9. WORKPLACE TRANSPORT SAFETY</th>
<th>MEANS OF VERIFICATION</th>
<th>Yes</th>
<th>No</th>
<th>DEADLINE, IF N/A, COMPLIANCE WITH THE STIPULATED TIMEFRAME</th>
<th>LEGAL FRAMEWORK</th>
</tr>
</thead>
<tbody>
<tr>
<td>9.1</td>
<td>Preventive maintenance for transportation scheme.</td>
<td>Maintenance Policy Vehicle inspection record.</td>
<td></td>
<td></td>
<td>60 days</td>
<td></td>
</tr>
<tr>
<td>9.2</td>
<td>Road Safety Education and Defensive Driving Programme</td>
<td>Defensive Driving Programme available for personnel and open for registration.</td>
<td></td>
<td></td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>9.3</td>
<td>Transporting passengers alongside agrochemical products or using machines not designed for that purpose is not allowed.</td>
<td>Safety Procedures for Transporting Personnel.</td>
<td></td>
<td></td>
<td>30 days</td>
<td>Decree No. 039/ MTPS/IMT of 26 November 1984, Title II, Chapter II, Section III, Article 36-37</td>
</tr>
<tr>
<td>9.4</td>
<td>Workers offered mobility facilities throughout the plantation.</td>
<td>Safety Procedures for Transporting Personnel.</td>
<td></td>
<td></td>
<td>60 days</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>No.</th>
<th>10. ELECTRICAL SAFETY</th>
<th>MEANS OF VERIFICATION</th>
<th>Yes</th>
<th>No</th>
<th>DEADLINE, IF N/A, COMPLIANCE WITH THE STIPULATED TIMEFRAME</th>
<th>LEGAL FRAMEWORK</th>
</tr>
</thead>
<tbody>
<tr>
<td>10.1</td>
<td>Preventive maintenance program and regular inspections for all components of the electrical system.</td>
<td>Maintenance program and inspection report on the electrical system.</td>
<td></td>
<td></td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>10.2</td>
<td>Production facility equipped with lightning conductors.</td>
<td>Availability of power grounding conductors.</td>
<td></td>
<td></td>
<td>180 days</td>
<td>Decree No. 039/ MTPS/IMT of 26 November 1984, Title III, Chapter VI, Article 110-117</td>
</tr>
<tr>
<td>10.3</td>
<td>Electrical wiring fitted into tubing and properly isolated.</td>
<td>Adequate electrical installations, in tubes without bare wiring or noticeable issues.</td>
<td></td>
<td></td>
<td>60 days</td>
<td></td>
</tr>
<tr>
<td>10.4</td>
<td>High-voltage areas and corresponding panels labelled properly.</td>
<td>Electrical safety measures in place.</td>
<td></td>
<td></td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>10.5</td>
<td>Emergency stop keys for all required machinery.</td>
<td>Availability of emergency stop devices.</td>
<td></td>
<td></td>
<td>60 days</td>
<td></td>
</tr>
<tr>
<td>No.</td>
<td>11. HEALTH SERVICES</td>
<td>MEANS OF VERIFICATION</td>
<td>Yes</td>
<td>No</td>
<td>DEADLINE, IF N/A, COMPLIANCE WITH THE STIPULATED TIMEFRAME</td>
<td>LEGAL FRAMEWORK</td>
</tr>
<tr>
<td>-----</td>
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<td>-----------------------</td>
<td>-----</td>
<td>----</td>
<td>----------------------------------------------------------</td>
<td>----------------</td>
</tr>
<tr>
<td>11.1</td>
<td>Sink with water and liquid soap.</td>
<td>Equipped with liquid soap.</td>
<td></td>
<td></td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>11.2</td>
<td>Equipped with running water.</td>
<td>Running water available at health services stations.</td>
<td></td>
<td></td>
<td>60 days</td>
<td></td>
</tr>
<tr>
<td>11.3</td>
<td>They remain closed and provide personalised medical information to workers.</td>
<td>Health services within the gated compound.</td>
<td></td>
<td></td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>11.4</td>
<td>Function properly.</td>
<td>Health services functioning properly.</td>
<td></td>
<td></td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>11.5</td>
<td>Split by gender.</td>
<td>Health services available, split by gender.</td>
<td></td>
<td></td>
<td>60 days</td>
<td></td>
</tr>
<tr>
<td>11.6</td>
<td>Good ventilation and lighting.</td>
<td>Properly lit health services.</td>
<td></td>
<td></td>
<td>60 days</td>
<td></td>
</tr>
<tr>
<td>11.7</td>
<td>Facilities kept under reasonably clean and hygienic conditions at all times.</td>
<td>Clean and sanitary conditions.</td>
<td></td>
<td></td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>11.8</td>
<td>Fully stocked with toilet paper at all times.</td>
<td>Hygiene services provided on an ongoing basis; ongoing supply of paper towels and soap.</td>
<td></td>
<td></td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>11.9</td>
<td>Exempt from damage or any form of impairment.</td>
<td>Toilets in optimal working condition.</td>
<td></td>
<td></td>
<td>60 days</td>
<td></td>
</tr>
<tr>
<td>11.10</td>
<td>Sufficient proportion of toilets per number of workers.</td>
<td>Sufficient number of health service units.</td>
<td></td>
<td></td>
<td>60 days</td>
<td></td>
</tr>
<tr>
<td>11.11</td>
<td>Appropriate signage and labels.</td>
<td>Relevant information, clearly highlighted.</td>
<td></td>
<td></td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>11.12</td>
<td>Sufficient availability of showers, split by gender.</td>
<td>Availability of men's and women's showers.</td>
<td></td>
<td></td>
<td>60 days</td>
<td></td>
</tr>
<tr>
<td>11.13</td>
<td>Water points so that the workers have access to drinking water.</td>
<td>Workers are supplied drinking water.</td>
<td></td>
<td></td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>11.14</td>
<td>Facilities properly equipped for washing work clothing and protective equipment.</td>
<td>Availability of laundromats for washing work clothing.</td>
<td></td>
<td></td>
<td>30 days</td>
<td></td>
</tr>
</tbody>
</table>

Act No. 92/007 of 14 August 1992, Title VI, Chapter II, Article 98-103.
<table>
<thead>
<tr>
<th>No.</th>
<th>REFECTORY</th>
<th>MEANS OF VERIFICATION</th>
<th>Yes</th>
<th>No</th>
<th>DEADLINE, IF N/A, COMPLIANCE WITH THE STIPULATED TIMEFRAME</th>
<th>LEGAL FRAMEWORK</th>
</tr>
</thead>
<tbody>
<tr>
<td>12.1</td>
<td>Not far from the work stations and isolated from unsanitary areas.</td>
<td>Located away from unsanitary areas.</td>
<td></td>
<td></td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>12.2</td>
<td>Available for use by all workers.</td>
<td>All company employees are able to use the facility.</td>
<td></td>
<td></td>
<td>60 days</td>
<td></td>
</tr>
<tr>
<td>12.3</td>
<td>Located away from areas where chemical products are used and stored.</td>
<td>Located away from areas where chemical products are stored.</td>
<td></td>
<td></td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>12.4</td>
<td>Facility functions properly and allows for the preparation and consumption of food</td>
<td>Properly equipped for food preparation.</td>
<td></td>
<td></td>
<td>60 days</td>
<td></td>
</tr>
<tr>
<td>12.5</td>
<td>Good ventilation and lighting.</td>
<td>Sufficient natural or artificial lighting and ventilation.</td>
<td></td>
<td></td>
<td>60 days</td>
<td></td>
</tr>
<tr>
<td>12.6</td>
<td>Clean and sanitary conditions.</td>
<td>Sterile conditions maintained.</td>
<td></td>
<td></td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>12.7</td>
<td>Furnished and equipped (tables, chairs, devices in which to store and heat food).</td>
<td>Plenty of utensils.</td>
<td></td>
<td></td>
<td>60 days</td>
<td></td>
</tr>
<tr>
<td>12.8</td>
<td>Drinking water supply for human consumption and washing utensils.</td>
<td>Drinking water supply for human consumption.</td>
<td></td>
<td></td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>12.9</td>
<td>Food consumption at work stations is not permitted.</td>
<td>Consumption of food in work areas not permitted.</td>
<td></td>
<td></td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>12.10</td>
<td>Water sample results.</td>
<td>Results of microbiological suitability assessment to determine water quality.</td>
<td></td>
<td></td>
<td>30 days</td>
<td></td>
</tr>
</tbody>
</table>

Decree No. 039/MTPS/IMT of 26 November 1984, Title II, Chapter III, Section II, Article 42-50.
<table>
<thead>
<tr>
<th>No.</th>
<th>13. ACCOMODATION (COMPULSORY)</th>
<th>MEANS OF VERIFICATION</th>
<th>Yes</th>
<th>No</th>
<th>DEADLINE, IF N/A, COMPLIANCE WITH THE STIPULATED TIMEFRAME</th>
<th>LEGAL FRAMEWORK</th>
</tr>
</thead>
<tbody>
<tr>
<td>13.1</td>
<td>Proper lighting and ventilation</td>
<td>Sufficient natural or artificial lighting and ventilation.</td>
<td>Yes</td>
<td>No</td>
<td>30 days</td>
<td>Decree No. 039/ MTPS/IMT of 26 November 1984, Title II, Chapter III, Section I to VI</td>
</tr>
<tr>
<td>13.2</td>
<td>Access to basic services.</td>
<td>Access to water and electricity.</td>
<td>Yes</td>
<td>No</td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>13.3</td>
<td>Adequate sanitation system in place for the disposal of sewage and waste water, to stave off potential vectors or causal agents of infection.</td>
<td>Sanitation system in place.</td>
<td>Yes</td>
<td>No</td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>13.4</td>
<td>Clean and sanitary conditions.</td>
<td>Maintained in clean and sanitary conditions.</td>
<td>Yes</td>
<td>No</td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>13.5</td>
<td>In proper working conditions and exempt from physical damage (floor, ceiling, walls, electrical installation)</td>
<td>In optimal working conditions.</td>
<td>Yes</td>
<td>No</td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>13.6</td>
<td>Located close to the working premises, but completely independent.</td>
<td>Independent, for productive sectors to work properly.</td>
<td>Yes</td>
<td>No</td>
<td>30 days</td>
<td></td>
</tr>
</tbody>
</table>
## Table: Means of Verification

<table>
<thead>
<tr>
<th>No.</th>
<th>MAJOR ACCIDENTS</th>
<th>MEANS OF VERIFICATION</th>
<th>Yes</th>
<th>No</th>
<th>DEADLINE, IF N/A, COMPLIANCE WITH THE STIPULATED TIMEFRAME</th>
<th>LEGAL FRAMEWORK</th>
</tr>
</thead>
<tbody>
<tr>
<td>14.1</td>
<td>Emergency plan drafted and published.</td>
<td>The plan must outline actions to take in emergency situations.</td>
<td></td>
<td></td>
<td>180 days</td>
<td>Act No. 92/007 of 14 August 1992, Title VI, Chapter II, Article 95-97</td>
</tr>
<tr>
<td>14.2</td>
<td>Outline of disaster assistance team’s functions and responsibilities (brigades).</td>
<td>Allocation of responsibilities for emergency situations.</td>
<td></td>
<td></td>
<td>60 days</td>
<td></td>
</tr>
<tr>
<td>14.3</td>
<td>Workers aware of all emergency procedures. Training, drills, documents.</td>
<td>Training programme and registration; personnel trained to react in emergency situations.</td>
<td></td>
<td></td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>14.4</td>
<td>Safety zones and assembly points clearly identified.</td>
<td>Signs present to easily identify assembly points.</td>
<td></td>
<td></td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>14.5</td>
<td>Equipment available for emergency response.</td>
<td>Equipment to provide basic emergency care available.</td>
<td></td>
<td></td>
<td>60 days</td>
<td></td>
</tr>
<tr>
<td>14.6</td>
<td>Regular drills to assess response times, documents.</td>
<td>Record of the drills.</td>
<td></td>
<td></td>
<td>180 days</td>
<td></td>
</tr>
<tr>
<td>14.7</td>
<td>Cooperation with relief agencies, to improve the quality of emergency support.</td>
<td>List of emergency assistance providers.</td>
<td></td>
<td></td>
<td>180 days</td>
<td></td>
</tr>
<tr>
<td>14.8</td>
<td>Clearly identified fire extinguishers, inspected on a monthly basis.</td>
<td>Availability of fire extinguishers. Monthly inspection report.</td>
<td></td>
<td></td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>14.9</td>
<td>Unobstructed access to clearly identified evacuation routes and emergency exits.</td>
<td>Signalling of emergency exits and routes.</td>
<td></td>
<td></td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>14.10</td>
<td>Trained and qualified staff to assist in emergency situations, training material.</td>
<td>Training programme on assistance in emergency situations. Records available.</td>
<td></td>
<td></td>
<td>60 days</td>
<td></td>
</tr>
<tr>
<td>14.11</td>
<td>Detailed accident and incident investigation records, reported to the competent authority.</td>
<td>Accident and incident investigation records.</td>
<td></td>
<td></td>
<td>60 days</td>
<td></td>
</tr>
<tr>
<td>No.</td>
<td>15. MEDICAL SERVICE AND BASIC FIRST AID</td>
<td>MEANS OF VERIFICATION</td>
<td>Yes</td>
<td>No</td>
<td>DEADLINE, IF N/A, COMPLIANCE WITH THE STIPULATED TIMEFRAME</td>
<td>LEGAL FRAMEWORK</td>
</tr>
<tr>
<td>-----</td>
<td>----------------------------------------</td>
<td>-----------------------</td>
<td>-----</td>
<td>----</td>
<td>----------------------------------------------------------</td>
<td>----------------</td>
</tr>
<tr>
<td>15.1</td>
<td>Availability of basic first-aid facilities, trained personnel and primary care teams, on a basis that is sufficient and appropriate to the size of the premises, and accessible to all workers.</td>
<td>Basic emergency equipment. Qualified personnel.</td>
<td></td>
<td></td>
<td>30 days</td>
<td>Act No. 92/007 of 14 August 1992, Chapter II, Article 98-103</td>
</tr>
<tr>
<td>15.2</td>
<td>First aid kit and a stretcher available, to care for and transport patients in case an accident takes place on the premises.</td>
<td>First aid kit and stretcher available for the use of emergency responders.</td>
<td></td>
<td></td>
<td>30 days</td>
<td></td>
</tr>
<tr>
<td>15.3</td>
<td>First aid training for personnel.</td>
<td>Training programme and records thereof.</td>
<td></td>
<td></td>
<td>60 days</td>
<td></td>
</tr>
<tr>
<td>15.4</td>
<td>First aid kit at hand, clearly identified and regularly restocked so that there is no shortage of items available.</td>
<td>Record of items restocked.</td>
<td></td>
<td></td>
<td>60 days</td>
<td></td>
</tr>
<tr>
<td>15.5</td>
<td>Medical service for personnel.</td>
<td>Occupational health care professional. Local nurses.</td>
<td></td>
<td></td>
<td>180 days</td>
<td></td>
</tr>
</tbody>
</table>
APPENDIX 2: HEALTH MONITORING PROCEDURE

2.1 LEGAL FRAMEWORK
The following legal provisions are applicable to this protocol:

2.1.1 Occupational Health and Safety (Law No. 92/007 of 14 August 1992 on the Labour Code, Title VI; Chapter 2 - On Health).
2.1.2 Minimum Occupational Health and Safety Standards (Decree No. 039/MPTS/IMT; Title I, Chapter IV).

2.2 OBJECTIVE
Protect workers’ health as efficiently as possible. The process makes it possible to ensure that all personnel employed in the banana industry meet—from the moment they are hired—the medical prerequisites that allow them to perform their professional activities to the best of their ability. It also acts as a safeguard against their health status potentially having an adverse effect when it comes to the fulfilment of their professional duties.

2.3 SCOPE OF APPLICATION
The procedure described below applies to new and former personnel. It is independent from the organisation’s other activities.

2.4 DEFINITIONS

2.4.1 Worker: Pursuant to these provisions, a “worker” shall consist of any individual, regardless of sex and nationality, who performs a professional activity in return for remuneration, under the direction and authority of a natural or legal person, public or private entity, that is considered as an “employer”. Neither the legal status of the employer nor that of the employee shall play a role in assessing the quality of the worker’s performance.

2.4.2 Health: This is the state of physical, mental and social well-being of an individual; not merely defined as the absence of disease.

2.4.3 Occupational Illnesses: Consist of diseases contracted due to exposure to risk factors inherent to the performance of a professional activity.

2.5 Responsibilities
The individual responsible for referring the patient for medical examinations is the occupational health care professional, who will coordinate the process alongside the person in charge of occupational health and safety within the organisation.

2.6 METHODOLOGY / PROCEDURES
Monitoring workers’ health shall be performed in accordance with the following procedure:

2.6.1 Any worker selected for a position within the company must undergo a medical examination to assess their fitness to work, prior to issuance of a final hiring decision.

2.6.2 A medical examination prior to employment is mandatory when it concerns: (a) work involving a serious risk due to the nature of the products and agents handled or used, or the conditions under which the work is performed; (b) women and children under 18 years of age; and (c) individuals with mental or physical disabilities.

2.6.3 All employed workers must be subject to regular examinations, pursuant to current legislation.

2.6.4 When the duties regularly fulfilled by a worker entail a serious risk, the worker must be subject to medical supervision during a determined period of time following the termination of their employment contract.

2.6.5 All employees whose activities require special skills that could put their health and lives in danger—be it the worker’s own or anyone else’s—must undergo regular medical examinations, with the possibility of additional examinations if deemed necessary. Employers are required to cover the costs of the examinations. It is compulsory for all workers to undergo medical examinations.

2.7 VERIFICATION OF MEDICAL DOCUMENTS
Strict confidentiality should be maintained while monitoring workers’ health. Private records concerning patient’s health and medical history must be safely stored and always remain under the supervision of medical staff.

National legislation or a competent authority must prescribe the conditions under which those records must be kept, and for how long they must be retained.

2.8 REPORTS

2.8.1 Medical examinations
2.8.2 Occupational medical history
APPENDIX 2.1: BODY MAP - IDENTIFYING SYMPTOMS

Objectives
- Use the body map to learn to recognize the symptoms of the disease.
- Define the connection between health problems and occupational hazards.
- Use the results of the exercise to highlight the problems and look for solutions (for example, during the Joint Committee meetings).

Exercise: Work in small groups - provide materials (drawing the body)
1. Using coloured pencils, mark the places on the body where—in your opinion—work-related or work-exacerbated symptoms or pain could be experienced.
2. Use different colours for each of the following symptoms:
3. Carefully think about why you coloured each specific area of the body. This tool (Body Map) can help both the facilitator and the participants identify sensitive issues.

<table>
<thead>
<tr>
<th>Colour</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>RED</td>
<td>= cuts, bruises</td>
</tr>
<tr>
<td>GREEN</td>
<td>= diseases and disorders, for ex.: stomach pain, dermatitis</td>
</tr>
<tr>
<td>BLUE</td>
<td>= pain, discomfort, for ex.: headaches, muscle aches, musculoskeletal disorders</td>
</tr>
<tr>
<td>BROWN</td>
<td>= reproductive health problems</td>
</tr>
<tr>
<td>BLACK</td>
<td>= stress</td>
</tr>
</tbody>
</table>

What to say: Once the exercise is finished, introduce your own body map to the group by describing or identifying the problems. The group can then openly discuss the issues together and identify any patterns. They can consider potential remedial actions or seek to become better informed on the most salient pathologies. Potential remedial actions could include referring issues to the Health and Safety Committee or Staff representatives raising issues with local management.
APPENDIX 2.2: MAP YOUR WORLD

Having participants “map their world” will show them how work can affect their personal life. This tool can be used to identify priorities and to help participants understand the relationship between work and their health, as well as the impact that work can have on their lives and those of their families and friends. It is important to emphasise the different impacts for women and men.

Participants must be handed:
• A sheet of paper with an outline of a human body;
• The results from previous exercises: the Body Map and the Workplace Hazards Map.

Exercise
1. Gather a group of workers who perform the same sort of tasks and propose the following activity.
2. Ask the participants to draw a rough picture of a person/activity based on the effect of a specific problem: for example, somebody draws a child because long working hours leave little time for childcare activities.
3. As participants sharpen their critical thinking skills and make the link between the problems themselves and the outline in the middle of the page that represents their body, ask them to explain briefly what they are drawing and why; keep note of their illustrations, for further reference.
4. Discuss the results with the participants and highlight the most common problems. Classify them and identify workplace risk factors.
5. Discuss what actions to take in response to the identified factors.
APPENDIX 3. TEMPLATE FOR OCCUPATIONAL HEALTH AND SAFETY PLAN

3.1 INTRODUCTION
The prevention plan will be developed internally by companies and public and private institutions and will be approved by the company or institution's management, it will be adopted by its whole organisational structure and by all hierarchical levels. In addition, the prevention plan must be known and understood by all workers.

3.2 OBJECTIVES
1. Plan the activities that are to be developed on occupational risk prevention in banana plantations.
2. Set implementation time periods for the activities outlined in the plan.
3. Implement the prevention measures on health and safety at work.

3.3 SCOPE
The current plan applies to all roles in the organisation and in the management of occupational health and safety.

3.4 TEAM RESPONSIBLE FOR THE IMPLEMENTATION OF THE OCCUPATIONAL HEALTH AND SAFETY PLAN
The team responsible for implementing, evaluating and improving the current plan are:
1. Occupational Health and Safety specialist
2. Occupational doctor
3. Social worker
4. Members of the Joint Committee
5. General management

3.5 DEVELOPMENT
To develop the Risk Prevention Plan the following information is considered:
1. Type of company, production activity, number of workplaces, number of workers.
2. Organisational structure of the company.
3. Organisation of production, definition of processes, sub-processes, activities and tasks, roles.
4. Organisation of preventive activities, and their representatives (unit, company's medical service).
5. Objectives and goals that, in terms of prevention, the organisation aims to achieve, as well as technical, human, material and economic resources that are available for this purpose.

3.6 TECHNICAL CONTENT OF THE PLAN
3.6.1 IDENTIFICATION OF RISKS: this will be carried out according to each type of position and using methodologies that are internationally recognised and adapted to the company's production activities.
3.6.2 RISK MEASUREMENT: measuring risks will be done by prioritising the risks that cannot be managed at source and by communicating this risk.
3.6.3 RISK EVALUATION: evaluation will be carried out once the results of the measured risks are obtained, these results will be compared with existing national legislation to create checks.
3.6.4 RISK CONTROL: once the risks are evaluated, checks at the source, of the means of communication and lastly of the receiver (the worker) will be conducted, taking into account the administrative, engineering measures in place, amongst others.

3.7 PROTOCOL TO VERIFY HEALTH AND SAFETY IN BANANA PRODUCTION
The protocol to verify health and safety conditions in banana production, consists of a document that provides a guide for reducing risks. It focuses on the production stages of cultivation, harvest and post-harvest. It aims to verify the management of risk factors that workers are exposed to. It is also recommended that the verification guide in APPENDIX 1 of this manual be applied. From the protocol, inspections of any shortcomings must be conducted. In addition, during planning, specific activities should be established as well as dates of when these activities are to be performed.

3.8 REGULATION OF HEALTH AND SAFETY
All the regulatory requirements that must be satisfied in terms of Occupational Health and Safety are detailed in APPENDIX 1 of this Manual. They are outlined below:
- COMPANY POLICY
- CORPORATE NAME AND PERMANENT ADDRESS
- REGULATORY OBJECTIVES
- CHAPTER 1 REGULATORY REQUIREMENTS
- CHAPTER 2 HEALTH AND SAFETY MANAGEMENT SYSTEM
- CHAPTER 3 RISK PREVENTION IN VULNERABLE POPULATIONS
- CHAPTER 4 COMPANY’S OWN RISK PREVENTION
- CHAPTER 5 MAJOR ACCIDENTS
- CHAPTER 6 SAFETY SIGNS
- CHAPTER 7 MONITORING OF WORKERS’ HEALTH
3.9 GUIDE OF DANGEROUS ACTIVITIES FOR WORKING ADOLESCENTS

This is a guide on occupational health and safety that focuses on updating the list of dangerous activities in adolescent work, the objective of this guide is to identify the activities that are detailed in APPENDIX 1 of this Manual to ensure that they are not performed by adolescents.

3.10 PROGRAMMES

The programmes described below will be developed over time and will promote the prevention of health problems in workers:

- Programme for the prevention of alcohol, tobacco, and other drug use and consumption.
- HIV-AIDS prevention programme.
- Psychological violence prevention programme.
- Reproductive health risks prevention programme.

3.11 CAPACITY-BUILDING IN RISK PREVENTION

This section includes information that workers should know about occupational risks that they are exposed to with the aim of preventing, minimising and eliminating these risks.

3.12 RESOURCES

This section includes the material, financial and human resources needed to implement the current plan.
This section offers several examples describing the exercises, activities and educational tools that could not only be used to hold training courses and facilitate the debate around work-related issues, but also educate the participants themselves; particularly if they have been nominated to become members of the Occupational Health and Safety Committee.

It will be thus easier to draw a connection between the training workshop, the responsibilities of the Health and Safety Committee and workplace activities. The more participants learn, the more skills they will gain — skills that they can apply daily in their jobs, or as members of the Committee. Therefore, these training sessions have been carefully crafted so that everyone — whether it is an occupational health and safety expert or a field worker — can easily put these lessons into practice.

### 4.1 ACTIVITY 1. INTRODUCTION/ PRESENTATION

**Objective**

This will help:

- you to know who’s who among the participants
- the participants to get to know each other
- to define what participants hope to learn (it is important to pinpoint learning goals to facilitate the final evaluation of the course). It is important to allow time to review these at the end of the session.

**Exercises**

Choose one of the options proposed below in order to introduce the programme and create a participative environment. Introductions, if done individually, can take some time so choose the technique that fits your timetable. Use the topics below as a guideline:

- name
- experience / point of view when it comes to topics related to occupational health and safety
- position and workstation
- what are the participants’ learning expectations for this training session?

**Technique No. 1 – Personal presentation**

Prepare a text to introduce yourself before the group.

**Technique No. 2 – Peer presentation**

Approach a member of the group and tell them about yourself; then have this member, in turn, will ask you questions. Take notes and introduce your partner to the rest of the group.

**Technique No. 3 – Group presentation**

Work together as a team by forming a slightly larger group of 4-5 members. Select one person who will take down notes on a piece of paper and a second one, who will introduce the group.

**What to say:** Introduce yourself to a colleague, to a small group or to the whole group.

The facilitator should take down notes concerning what the participants intend to learn, in order to draft an agenda for the training session to be included in the final training evaluation report.
4.2 ACTIVITY 2: THE ROLE AND FUNCTION OF JOINT OHS COMMITTEES

Refer to ‘CHAPTER 3.3 OCCUPATIONAL HEALTH AND SAFETY COMMITTEES’ for further information relevant to this activity.

Objectives

- Outline the responsibilities of Joint Health and Safety Committees as well as the role played by employee and management representatives who form part of these committees.
- Discuss and analyse the challenges these Committees face and explore ways to overcome them that will actually improve the way they function.

Exercises

1. Ask participants to raise their hands as a way to determine whether any amongst them are or have ever been members of a Joint Health and Safety Committee (in the banana industry or elsewhere).
2. Ask the group a few brief questions to introduce the topic, based on the content found in Chapter 3 of this handbook, for example: Who can tell me...
   - What is the main role of a Joint Health and Safety Committee?

3. Discuss the following topics in small groups and take notes (provide pens and paper) on:
   - What could go wrong and stop the Committee from working effectively?
   - What action could you take to make the Committee more effective?

4. Ask each group to present their conclusions before the rest of the participants and agree an action plan to improve the Committee.
4.3 ACTIVITY 3: RISK ASSESSMENT – WORKPLACE HAZARDS MAP

Chapter 4 ‘TYPES OF RISKS AND RISK MANAGEMENT’ describes the various occupational risks associated with banana production by classifying them into different categories: chemical, biological, physical, ergonomic, mechanical and psycho-social.

With the help of this ‘Workplace Hazards Map’ activity, participants will find it easier to assimilate the information contained in this section of the manual through practical example. The activity can be done in groups using open and interactive discussions. It is also an activity that can be applied in practice in the workplace, in order to properly identify and pinpoint occupational risks and hazards. It also acts as a preliminary step to the development of a prevention strategy.

**Implementation**

Before you get started, it might be useful to speak about the five major risk categories and the potential hazards within these to ensure that these concepts are well understood by everyone and give participants the opportunity to ask questions.

1. Introduce the activity to the participants.
2. Put them into groups of 4-5 members.
3. Provide them with a large sheet of paper and pencils in 5 different colours.
4. Allocate each group a section of the worksite.
5. Ask each group to think about the key roles performed in this section and the risks associated with these. They may use different colours or symbols to identify hazards within the following categories on the map:

<table>
<thead>
<tr>
<th>Icon</th>
<th>Category</th>
</tr>
</thead>
<tbody>
<tr>
<td>🍌</td>
<td>Physical</td>
</tr>
<tr>
<td>🌟</td>
<td>Chemical</td>
</tr>
<tr>
<td>✝</td>
<td>Ergonomic</td>
</tr>
<tr>
<td>🐫</td>
<td>Biological</td>
</tr>
<tr>
<td>🌟</td>
<td>Psycho-social</td>
</tr>
</tbody>
</table>

6. Ask each group to present their Workplace Hazards Map before the other groups.

During the presentations, the facilitator may visibly write down all the hazards related to each category of risk in a place that all participants may see it. This list can be used as a point of discussion and further analysis, while clearly establishing the link to this handbook.

**In the workplace**

When performing this exercise in a workplace setting, a questionnaire on health and safety topics can also be drawn up. This will serve the purpose of collecting employee information, which is of use for the various departments involved. The facilitator can also incorporate this information into the Workplace Hazards Map.

There is another similar activity known as the ‘Body Map’ exercise, which can be just as useful for training employees to identify specific health issues and highlight the relationships that exist between certain hazards and the health problems they have identified. For more information on the ‘Body Map’ exercise, refer to Appendix 2.1.

To go deeper into risks and hazards, particularly psycho-social, and provide a more thorough analysis of their impacts another activity that can be used is ‘Map Your World’. Going beyond the Workplace Hazards Map can help participants understand how work-related issues can have a broader reach and even affect their private (and family) lives. This is the case with disorders related to stress, depression, dissatisfaction and many other factors that highlight a clear need for a work-life balance. You can find more information in the ‘Map Your World’ exercise found under Appendix 2.2.
4.4 ACTIVITY 4: OCCUPATIONAL HEALTH AND SAFETY INSPECTIONS

As explained in ‘Chapter 4.8 RISK MANAGEMENT - 8.1.2 Workplace inspections’, regular health and safety inspections are a good way to identify the risks and hazards present throughout the workplace. Any training session can benefit from this exercise, which is used to foster a discussion followed by the analysis of specific workplace risks and hazards. The following is an example of a practical, commonly used method in workplace training sessions.

Objectives

- Understand why inspections are important for health and safety professionals;
- Learn to carry out workplace inspections;
- Promote inspection methodology that is relevant and useful to workers.

Exercises

1. Ask the participants a few questions, by way of introducing the topic:
   a) Why must we perform occupational health and safety inspections?
   b) Which particular aspects must be observed and studied closely?
   c) When should an inspection be conducted? Under which circumstances?
   d) Who should conduct the inspection?

Use the information contained in Chapter 4.8 of this manual in the discussion and make sure that the participants have sufficient knowledge to be able to perform the next activity.

2. Divide the participants into small groups of 2-4 members, and give them the following instructions:
   a) Go over the examples provided in the questionnaire below as well as the questions that could be asked during an inspection.
   b) Once the risks have been identified through the "Workplace Hazards Map" exercise, launch the discussion and formulate the key issues that should be included in a questionnaire for a similar inspection taking place within your workplace.

The facilitator can split up the exercise into parts and assign a specific scenario to each group. For example:
- Group A - a general inspection of the packing house
- Group B - a general inspection of the plantation
- Group C - a specific inspection on chemical safety

The facilitator may also request each group to perform a mock inspection following a specific scenario, for example: request group A to perform an inspection after a chemical spill, or Group B to perform an inspection after a new pesticide has been used, etc. Refer to Chapter 4 for specific guidelines on inspections. You can also use the examples that pertain to the first exercise, point 1.c. above, “Under which circumstances?”

3. The facilitator will then invite each group to present the key points of their respective questionnaires.
4. Either the facilitator or the rapporteur for each group can ask the rest of participants for their input, such as any comments and suggestions that will help improve the questionnaire and ready it for use within their respective line of work.

The information contained in Chapter 4.8 of this manual will help you explore the topic in-depth and allow participants to better understand the importance of performing regular health and safety inspections, their components, and their relevance — based on different types of situations that could arise within the workplace.
### 4.4.1 Activity 4: Sample questionnaire - inspection

#### Sample Questions for Health and Safety Inspections

<table>
<thead>
<tr>
<th>Storage and Handling</th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Are the warehouses in good condition?</td>
<td>Yes</td>
<td>No</td>
<td>Action required</td>
</tr>
<tr>
<td>2. Is the necessary equipment in place to avoid manually handling heavy loads and machinery?</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. Have workers been trained on the proper techniques for handling different types of material (e.g., for lifting heavy loads)?</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4. Are there procedures in place for the correct storage of materials?</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Dangerous Substances</th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>5. Are dangerous substances being used?</td>
<td>Yes</td>
<td>No</td>
<td>Action required</td>
</tr>
<tr>
<td>6. Have the data sheets corresponding to these dangerous substances been issued?</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7. Have the dangers associated with these particular substances been somehow prevented or controlled?</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8. Have workers received training?</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>9. Has valuable information on this topic been disseminated?</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>10. Are containers clearly labelled?</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>11. Have dangerous substances been safely stored?</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>12. Have workers received the corresponding personal protective equipment?</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Noise</th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>13. Have noise-related hazards and risk areas been clearly identified?</td>
<td>Yes</td>
<td>No</td>
<td>Action required</td>
</tr>
<tr>
<td>14. Has a program for noise reduction or noise control been implemented?</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Protective Equipment</th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>15. Is personal protective equipment required?</td>
<td>Yes</td>
<td>No</td>
<td>Action required</td>
</tr>
<tr>
<td>16. If it is, is the equipment available suitable and have workers been consulted on the subject?</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Training</th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>17. Have all workers been trained and briefed on the safety issues relevant to their work stations?</td>
<td>Yes</td>
<td>No</td>
<td>Action required</td>
</tr>
<tr>
<td>18. Have workers who are exposed to specific risks or hazards been properly trained?</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Sanitation</th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>19. Are there enough toilets, sinks and showers; are these sanitary facilities in good condition?</td>
<td>Yes</td>
<td>No</td>
<td>Action required</td>
</tr>
<tr>
<td>20. Are there premises suitable for changing one's clothes and resting?</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>21. Is clean and safe drinking water available to all?</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>22. Are there facilities suitable for administering first aid?</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Source: Health Safety and the Environment, ILO/IUF, P. Kirby, P. Hurst 2004, p. 94
4.5 ACTIVITY 5: RISK ASSESSMENT

It is important for the Occupational Health and Safety Committee representatives to fully understand the risk assessment process, to enable their full participation in this important process. This exercise is an education tool to share the contents of 'Chapter 4.8 RISK MANAGEMENT - 8.2 OCCUPATIONAL RISK ASSESSMENTS' for more information, through a practical activity which can later be applied by the participants in the workplace.

Exercise

1. Introduce the different concepts linked to risk assessment, in line with 'Chapter 4.8 OCCUPATIONAL RISK ASSESSMENTS'.
2. Ask participants to share their thoughts concerning risks that:
   - Are 'slightly severe' / 'severe' / 'very severe' (refer to 8.2.1 The severity of the damage)
   - Are very likely / likely / hardly likely to take place (refer to 8.2.1 The probability of the risk)
   - Are trivial / bearable / moderate / significant / unbearable (refer to TABLE 8: RISK LEVEL ASSESSMENT)

The facilitator can enrich the discussion by referring to the previously identified risks from ACTIVITY 3: RISK ASSESSMENT and to Chapter 4.8 of this handbook in order to illustrate these concepts, making sure to check participants' understanding.

3. Invite participants to work in pairs (with the person sitting next to them) and ask each team to:
   - Consider the tasks that must be performed by workers in banana plantations which require handling heavy loads;
   - Choose one workstation (either the field or the packing unit) and fill out the risk assessment form below, titled Sample Questionnaire - Risk Assessment. Participants must be given enough time to consider and identify potential remedial actions, for example 30 minutes.

4. Ask participants to share their views on:
   - The priority risks they have identified; based on their severity, probability and risk level;
   - The remedial actions they recommend;
   - Any additional questions to be included in the questionnaire.

This exercise uses the example of handling heavy loads, but the facilitator can select other tasks which may entail certain risks by adapting both the activity and the questionnaire as necessary. Participants should also be asked to consider specific risks for women, including pregnant women and nursing mothers.
### 4.5.1 ACTIVITY 5: Sample Questionnaire - Risk Assessment

**CHECKLIST: Handling heavy loads**

<table>
<thead>
<tr>
<th>(A) Questions to ask: (If the answer to the question is “Yes”, tick the corresponding box and then assess the level of risk)</th>
<th>Risk Level: (Tick the corresponding box)</th>
<th>Possible remedial action: (Take notes in order to complete Section B)</th>
</tr>
</thead>
</table>
| The tasks involve:  
• holding loads away from the trunk  
• twisting  
• stooping  
• reaching upwards  
• large vertical movements  
• long carrying distances  
• strenuous pushing or pulling  
• unpredictable movement of loads  
• repetitive handling  
• insufficient rest or recovery  
• a work rate imposed by a process | Low | Med. | High |
| The loads are:  
• heavy?  
• bulky/unwieldy?  
• difficult to grasp?  
• unstable/unpredictable?  
• intrinsically harmful (e.g. sharp/hot)? | | | |
| In the working environment, are there:  
• constraints on posture?  
• uneven floors or in poor condition?  
• variation in levels?  
• hot/cold/humid conditions?  
• strong air movements?  
• poor lighting conditions? | | | |
| Individual capability, does the job:  
• require unusual capability?  
• pose a hazard to those who have health problems?  
• pose a hazard to pregnant women?  
• call for special information/training? | | | |
| Other factors: posture/movement:  
is movement or posture hindered by clothing or personal protective equipment? | | | |
(B) Remedial actions: Which remedial actions should be taken, in what order of priority?

| i)  | .......................................................................................................................... |
| ii) | .......................................................................................................................... |
| iii) | .......................................................................................................................... |
| iv) | .......................................................................................................................... |
| v)  | .......................................................................................................................... |
| vi) | .......................................................................................................................... |

Source: Health Safety and the Environment, ILO / IUF, P. Kirby, P. Hurst 2004, p. 94
4.6 ACTIVITY 6: HIERARCHY OF CONTROLS AND PREVENTIVE MEASURES

Prevention — always better than the cure — is the best way to guarantee workers’ health and safety, and this is precisely the main role of all Occupational Health and Safety Committee representatives. Chapter 4.8 RISK MANAGEMENT of this manual offers guidelines on the various methods used to prevent and control occupational hazards; these are easily taught to participants using this activity, which can also be used for practical training purposes in the workplace.

Exercise
1. Introduce the key concept as described in Chapter 4.5 HIERARCHY OF CONTROL AND PREVENTION.
2. Give participants a chance to ask questions about this method and share their experiences applying it within the workplace.
3. Divide participants into groups of 2-4 people and ask them to select together a prominent hazard, relevant to their work in the banana industry (as done in previous exercises) and use it as the core issue for this activity.
   a) Ask each group to briefly present their ideas on the main risks linked to this particular hazard;
   b) Discuss what can be done to prevent and control each risk, by using the hierarchy of controls as well as any additional ideas for prevention strategies.
4. Invite groups to share their prevention and control strategy.

The goal is to find a prevention measure for each hazard, by inviting the group to discuss all possible solutions, referring to the hierarchy of controls where appropriate. The facilitator can draw a pyramid of this hierarchy on the board or somewhere visible, so that participants can easily recall the different steps, starting with point 1) Elimination, through point 6) Personal Protective Equipment.

The facilitator should summarize the discussions and link them to the information presented in Chapter 4.8 RISK MANAGEMENT, if necessary.
4.7 ACTIVITY 7: ACTIVE BREAK

The ILO, in its Encyclopaedia of Occupational Health and Safety, recommends taking 5-minute breaks or changing positions every hour as a preventive measure for ergonomic risks – as explained in Chapter 4.4. ERGONOMIC RISKS. Workers should never maintain the same working position for more than two hours in a row, and if that’s the case, the worker in question should take an ‘active break’ that is at least 15 minutes long.

The facilitator can therefore integrate active breaks into the programme of the course so that participants become accustomed to this activity. The trainer should highlight the importance of this practice in the workplace.

Exercises
1. Invite all participants to stand up and take an “active break”.
2. Explain why active breaks are required within the workplace for prevention of ergonomic risks, in respect of international regulation on Health and Safety.
3. Guide the participants through the active break exercises using the diagram provided below. If the group is not too big, give each participant the opportunity to suggest a movement for the group to copy.

1. Turn your head to the right, hold for 10 seconds and repeat on the other side.
2. Lift your chin up, hold for 10 seconds and then rest your chin on your chest, hold for 10 seconds.
3. Lift your shoulders to your ears, hold for 10 seconds. Then put your shoulders back to the beginning position.
4. Tilt your head to the right with your right hand, hold for 10 seconds and then repeat on the other side.
5. Place your palms together in front of your chest and cross your fingers. Bend your right wrist and push your fingers to the right, hold for 3 seconds and then repeat the movement on your left side. Move between the two positions for 10 times.
6. Lock your fingers and raise them with your palms facing the sky and hold for 20 seconds.
7. Cross your left arm to your right side, hold straight and with your left hand push towards your chest for 20 seconds. Rest and repeat with the other arm.
8. Raise your right arm over your head and lean your torso to the left, hold for 20 seconds. Rest and repeat on the other side.

9. Raise your left arm behind your head, push your left elbow down with your right hand, hold for 15 seconds. Rest and repeat on the opposite side.

10. Raise your left leg and push your left knee upwards towards your body with your two hands, hold for 15 seconds. Rest and repeat on the opposite side.

11. Bend your right knee and hold your right foot with your right hand, hold for 15 seconds. Rest and repeat on the opposite side.

12. Very slowly flex your torso forwards, it does not matter if you are not able to reach the ground, hold for 15 seconds. Then slowly straighten your back to return to your normal position standing position.

13. Transfer your weight forwards onto your toes, hold for 5 seconds, then transfer your weight backwards onto your heels, hold for 5 seconds before going back to the centre.
4.8 ACTIVITY 8: EVALUATION

**Technique 1:**
1. Remind participants of what their expectations were at the beginning of the session. Explain that the following activity will be used to assess to what extent these expectations have been met.
2. Write down the evaluation questions on a large sheet of paper that can be displayed on the wall. These can be read aloud to the whole group, for example:
   a) What important lessons have you learned during this training session?
   b) Did the training session not meet some of your expectations?
   c) How will this training session influence your future work when it comes to health and safety issues?
3. Provide participants with paper (small self-adhesive post-it notes are ideal) and pencil.
4. Ask the participants to reflect on each question, individually write down their answers on a piece of paper and attach it to the corresponding evaluation question.

The facilitator can save the responses to analyse them after the training session has concluded.

An evaluation form can also be distributed to participants at the end of the session, to complement the participatory evaluation exercise described above. A sample evaluation form can be found below. It is preferable that the participants complete this form anonymously.

**Alternative techniques:**

An alternative is to ask each question to the group and give participants the opportunity to move around the room to indicate their response, i.e., to stand by a ‘yes’ or ‘no’ sign or to have the option of choosing a number in a scale of 1-5 which best fits their experience.

This scale could, for example, measure confidence as a Committee member and whether this had increased with 1 being ‘not at all’ and 5 being ‘completely’. Or the facilitator can simply refer back to the objectives identified at the beginning of the day and ask participants to tick those that have been met.

4.8.1 ACTIVITY 8: Sample Evaluation Form

You can ask whichever questions you believe will help you evaluate the participants’ learning process and the success of the teaching methods applied.

**Objective:** Assess whether the workshop was a success.

**Exercise:** Use the questions suggested below to analyse the outcome of the training session.

- List three objectives you had for this workshop or write down what you hoped to achieve from participating in this workshop: have your expectation been met?

- How will you use what you have learned during the workshop? How will you use the new skills you have acquired (in particular, concerning the aforementioned three objectives you listed, or what you expected to achieve) within the workplace; and tomorrow, the following week, next month?

- Do you have any recommendations to help improve this training session? What would you like to learn in a second module of this course?

Please write down any further comments you may have on a separate sheet. Thank you for your participation.
APPENDIX 5: ELECTION OF WORKERS TO THE OCCUPATIONAL HEALTH AND SAFETY COMMITTEE

In the location…………………………………..(name of plantation), on…………………………………..(date of meeting to appoint representatives), at…………………………………..(time), the agenda was read and approved.

The presence of…………………………………..(number of workers) workers has been confirmed.

Worker representative that has been nominated to take part in the plantation’s Health and Safety Committee:

DELEGATE NAME:

PLANTATION / FARM NAME:

Signature: __________________________________________

ELECTION OF THE HEALTH AND SAFETY DELEGATE FROM

(Name of plantation)

Signature of workers present, and in support of, the election of their representative (majority requirement = at least half +1)

<table>
<thead>
<tr>
<th>Names and Surnames</th>
<th>ID number</th>
<th>Signature</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td></td>
<td></td>
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<tr>
<td>4</td>
<td></td>
<td></td>
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<tr>
<td>5</td>
<td></td>
<td></td>
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<tr>
<td>6</td>
<td></td>
<td></td>
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<tr>
<td>7</td>
<td></td>
<td></td>
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<tr>
<td>8</td>
<td></td>
<td></td>
</tr>
<tr>
<td>9</td>
<td></td>
<td></td>
</tr>
<tr>
<td>10</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
# APPENDIX 6: TEMPLATE - OHS COMMITTEE MEETING MINUTES

<table>
<thead>
<tr>
<th>MINUTES OF THE OCCUPATIONAL HEALTH AND SAFETY COMMITTEE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date and time:</td>
</tr>
<tr>
<td>Plantation:</td>
</tr>
<tr>
<td>Work centre:</td>
</tr>
<tr>
<td>Representatives - workers</td>
</tr>
<tr>
<td></td>
</tr>
</tbody>
</table>

## PARTICIPANTS

<p>| |</p>
<table>
<thead>
<tr>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>participation%:</td>
</tr>
</tbody>
</table>

## SUMMARY OF TOPICS DISCUSSED

<table>
<thead>
<tr>
<th>TOPICS DISCUSSED</th>
<th>CONCLUSIONS</th>
<th>RECOMMENDATIONS</th>
<th>RESPONSIBLE PERSONS</th>
<th>CALENDAR/ OBSERVATIONS</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
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<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
### ACTION PLAN - OCCUPATIONAL HEALTH AND SAFETY COMMITTEE

#### 1. Context and justification

<table>
<thead>
<tr>
<th>Topic</th>
<th>Objective</th>
<th>Risk factors</th>
<th>Causes</th>
<th>Actions to implement</th>
<th>Indicators</th>
<th>Person responsible</th>
<th>Period</th>
</tr>
</thead>
</table>

#### 2. Objectives

<table>
<thead>
<tr>
<th>Topic</th>
<th>Objective</th>
<th>Risk factors</th>
<th>Causes</th>
<th>Actions to implement</th>
<th>Indicators</th>
<th>Person responsible</th>
<th>Period</th>
</tr>
</thead>
</table>

#### 3. Strategy

<table>
<thead>
<tr>
<th>Topic</th>
<th>Objective</th>
<th>Risk factors</th>
<th>Causes</th>
<th>Actions to implement</th>
<th>Indicators</th>
<th>Person responsible</th>
<th>Period</th>
</tr>
</thead>
</table>

#### 4. Activity calendar

<table>
<thead>
<tr>
<th>Topic</th>
<th>Objective</th>
<th>Risk factors</th>
<th>Causes</th>
<th>Actions to implement</th>
<th>Indicators</th>
<th>Person responsible</th>
<th>Period</th>
</tr>
</thead>
</table>

### APPENDIX 6A: TEMPLATE - ACTION PLAN
### APPENDIX 7: SAMPLE MATERIAL SAFETY DATA SHEET

Date drafted: _____________________  Date revised: N/A (First version)

<table>
<thead>
<tr>
<th>Identification of the substance/formula and the company responsible for its manufacturing/commercialisation</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Commercial name of the substance/formula:</td>
</tr>
<tr>
<td>• Reference name(s) of the manufacturer/commercialisation company:</td>
</tr>
<tr>
<td>• Company name and address:</td>
</tr>
<tr>
<td>• Telephone number:</td>
</tr>
<tr>
<td>• Emergency telephone number:</td>
</tr>
<tr>
<td>• Other information:</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Composition/component information</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Substance:</td>
</tr>
<tr>
<td>• Content percentage/content:</td>
</tr>
<tr>
<td>• CAS registry number:</td>
</tr>
<tr>
<td>• Classification:</td>
</tr>
<tr>
<td>• EINECS number:</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Identification of risks/hazards</th>
</tr>
</thead>
<tbody>
<tr>
<td>• The most significant risks:</td>
</tr>
<tr>
<td>• Specific risks:</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>First aid</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Inhalation:</td>
</tr>
<tr>
<td>• Skin contact:</td>
</tr>
<tr>
<td>• Eye contact:</td>
</tr>
<tr>
<td>• Ingestion:</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Fire-fighting measures</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Adequate means of intervention/extinction:</td>
</tr>
<tr>
<td>• Prohibited means:</td>
</tr>
<tr>
<td>• Particular risks in the event of a fire:</td>
</tr>
<tr>
<td>• Products resulting from combustion:</td>
</tr>
<tr>
<td>• Need for protective equipment for personnel responsible for extinction:</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Measures to take in the case of accidental spillage</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Personal precautions:</td>
</tr>
<tr>
<td>• Environmental precautions:</td>
</tr>
<tr>
<td>• Cleaning methods and procedures:</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Manipulation and storage</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Manipulation:</td>
</tr>
<tr>
<td>• Precautions/technical measures</td>
</tr>
<tr>
<td>• Storage:</td>
</tr>
<tr>
<td>• Technical measures/storage conditions</td>
</tr>
</tbody>
</table>
## Exposure control / personal protection

- Measures regarding design/engineering:
- Control parameters:
- Personal protective equipment:
- Respiratory protection:
- Eye protection:
- Hand protection:
- Hygiene measures:

## Physical and chemical properties

- Appearance:
- Odour:
- pH:
- Boiling temperature (°C): 
- Fusion temperatures (°C):
- Explosion temperature (°C):
- Flammability/explosiveness properties:
- Pressure and steam:
- Relative density:
- Solubility:
- Water/octanol partition coefficient:
- Other properties:

## Stability and reactivity

- Conditions to avoid:
- Materials to avoid:
- Hazardous decomposition products:

## Toxicological information

- Acute toxicity:
- Local effects:
- Excessive exposure:
- Skin contact:
- Eye contact:
- Inhalation/ingestion:

## Ecological information

### Considerations regarding elimination

### Information regarding transportation

- Classification data:

## Regulatory information

## Other information

- Recommendations/restrictions:
- References/sources consulted to draft the MSDS
## APPENDIX 8: LIST OF PESTICIDES USED IN BANANA PLANTATIONS AND TOXICOLOGICAL CLASSIFICATION

<table>
<thead>
<tr>
<th>COMMERCIAL PESTICIDE NAME</th>
<th>COMMONLY USED PESTICIDE NAME</th>
<th>TOXICOLOGICAL CLASS</th>
<th>TOXICOLOGICAL EVALUATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ranger</td>
<td>Glyphosate</td>
<td>II</td>
<td>Highly dangerous</td>
</tr>
<tr>
<td>Calixin</td>
<td>Tridemorph</td>
<td>II</td>
<td>Highly dangerous</td>
</tr>
<tr>
<td>Tilt, Bumper</td>
<td>Propiconazole</td>
<td>III</td>
<td>Moderately dangerous</td>
</tr>
<tr>
<td>Gramoxone</td>
<td></td>
<td>I</td>
<td>Extremely dangerous</td>
</tr>
<tr>
<td>Triziman</td>
<td>Dithane Mancozeb</td>
<td>IV</td>
<td>Slightly dangerous</td>
</tr>
<tr>
<td>Benlate</td>
<td>Benomyl</td>
<td>IV</td>
<td>Slightly dangerous</td>
</tr>
<tr>
<td>Sico</td>
<td>Difenoconazole</td>
<td>III</td>
<td>Moderately dangerous</td>
</tr>
<tr>
<td>Basudin</td>
<td>Diazinon</td>
<td>III</td>
<td>Moderately dangerous</td>
</tr>
<tr>
<td>Baycor</td>
<td>Bitertanol</td>
<td>III</td>
<td>Moderately dangerous</td>
</tr>
<tr>
<td>Bankit</td>
<td>Azoxyystrobin</td>
<td>IV</td>
<td>Slightly dangerous</td>
</tr>
<tr>
<td>Mertect</td>
<td>Thiabendazole</td>
<td>III</td>
<td>Moderately dangerous</td>
</tr>
<tr>
<td>Imazalil</td>
<td>Imazalil</td>
<td>II</td>
<td>Highly dangerous</td>
</tr>
<tr>
<td>Dursban</td>
<td>Chlorpyrifos</td>
<td>II</td>
<td>Highly dangerous</td>
</tr>
<tr>
<td>Furadan</td>
<td>Carbofuran</td>
<td>I</td>
<td>Extremely dangerous</td>
</tr>
<tr>
<td>Vydate</td>
<td>Oxamyl</td>
<td>I</td>
<td>Extremely dangerous</td>
</tr>
<tr>
<td>Indar</td>
<td>Fenbuconazole</td>
<td>III</td>
<td>Moderately dangerous</td>
</tr>
<tr>
<td>Tego</td>
<td>Break-Thru</td>
<td>----</td>
<td>------</td>
</tr>
<tr>
<td>Mocap</td>
<td>Ethoprophos</td>
<td>I</td>
<td>Extremely dangerous</td>
</tr>
<tr>
<td>Roundup Original</td>
<td>Glyphosate–isopropylammonium</td>
<td>II</td>
<td>Highly dangerous</td>
</tr>
<tr>
<td>Counter</td>
<td>Terbufos</td>
<td>I</td>
<td>Extremely dangerous</td>
</tr>
<tr>
<td>DiPel</td>
<td>Bacillus thuringiensis subsp. Kurstak</td>
<td>III</td>
<td>Moderately dangerous</td>
</tr>
</tbody>
</table>
9.1 HEALTH AND SAFETY POLICY OF CAMEROON DEVELOPMENT CORPORATION (CDC)

CDC recognises its moral and legal responsibility of providing and maintaining a safe and healthy working environment to all our workers, with a view to continuous improvement. This commitment extends to ensuring that the company’s operations do not place the local community at risk of injury, illness or property damage. This goal is only achievable by adherence to established objectives striving to exceed all obligations under applicable legislations, and by fostering an enthusiastic commitment to health, safety and the environment with CDC Group Banana, personnel, contractors, subcontractors and visitors.

In particular:

a) Management, working in cooperation with the Occupational Health and Safety Committee, will strive to take all reasonable steps to reduce workplace hazards to as low as reasonably achievable.

b) Managers and supervisors are held accountable for the health and safety of all workers under their supervision. This includes responsibility for applicable training and instruction, appropriate follow-up of reported health and safety concerns, and implementation of recommended corrective action. This accountability is integrated into the performance appraisal system.

c) Supervisors, workers and visitors are expected to perform their duties in a safe and healthy manner and are accountable for the health and safety of themselves and others.

d) CDC Group Banana is committed to providing all necessary training and instruction to ensure that appropriate work practices are followed on the job, and to promote their use off the job.

e) If necessary CDC Group Banana will take disciplinary action where individuals fail to work in a healthy and safe manner, or do not comply with applicable legislation or corporate policies and procedures.

Health, Safety, the environment and loss control in the workplace are everyone’s responsibility. CDC Group Banana expects that everyone will join in our efforts to provide a healthy and safe working environment on a continuous day by day basis. Only through the dedication and efforts of all individuals can CDC Group Banana succeed in providing a healthy and safe working environment.

Policy Approved By:

__________________________________________________________________________

Date: ______________________________________________________________________
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Annexes and Technical notes from the Ecuadorian Ministry of Labour – ONLY AVAILABLE IN SPANISH

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Annexes


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Technical notes


This manual is a practical guide for risk management on banana farms and has been developed in two parts:

Part One - Manual for trainers with technical material for the global understanding of necessary measures to improve occupational health and safety.

Part Two - Manual for workers with specific educational material that can be distributed to workers as separate task-related handouts depending on their work on the farm. This learning tool provides workers with an understanding of basic measures which when applied to daily activities, control risk and allow work to be undertaken safely.