

PETRONAS TECHNICAL STANDARDS
HEALTH, SAFETY AND ENVIRONMENT

OCCUPATIONAL HEALTH MANAGEMENT
(GUIDELINE)

PTS 60.1000

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Rev 1



PREFACE

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AMENDMENTS RECORD SHEET

Chap No.	Sect No.	Description	Issue No.	Date	Rev No.	Date	App by: (initial)
All	All	PTS 60.074 Occupational Health Guidelines	1	Sept 04	0	0	IGA

Chap No.	Sect No.	Description	Issue No.	Date	Rev No.	Date	App by: (initial)
All	All	PTS 60.1001 Occupational Health Guidelines	1	June 05	0	0	IGA

Chap No.	Sect No.	Description	Issue No.	Date	Rev No.	Date	App by: (initial)
All	All	PTS 60.1000 Occupational Health Management	2	June 06	1	June 06	IGA

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INTRODUCTION

Occupational health concerns the protection and promotion of health at work.

The policy of PETRONAS Companies on occupational health is contained in the PETRONAS Corporate Policy Statement on Health, Safety and Environment. The guidelines are produced to assist Petronas Operating Units / joint Venture (OPU/JV) to develop their own policy consistent with these principles described in this document

The purpose of the present "Occupational Health Management Guidelines" is to assist the management of PETRONAS Companies in fulfilling their responsibilities to maintain high standards of occupational health, thereby ensuring compliance with legislation and adherence to Company policy.

The guidelines present the key elements of an occupational health programme and highlight the essential factors necessary for the implementation of such a multidisciplinary programme.

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1. **OCCUPATIONAL HEALTH PROGRAMME**

The objectives of an occupational health programme are firstly to protect employees, contractor personnel and others from health hazards that may be associated with work and the working environment, and secondly to promote the employees' health. These objectives are important, not just for ethical reasons, but also because an employee's health status influences his/her ability to perform the tasks for which he/she is employed. An occupational health programme therefore consists of two key elements:

(i) Health protection, comprising:

1. Health risk management at work;
2. Information, instruction and training;
3. First aid and medical treatment;
4. Sick leave absenteeism monitoring;
5. Record keeping.

and,

(ii) Health promotion, comprising:

1. Assessment of health risks associated with the living environment and life style;
2. Employee information and assistance programmes;
3. Record keeping.

In the following sections a more detailed description is given of the activities which need to be carried out in order to achieve these objectives.

1.1 **HEALTH PROTECTION**

1.1.1 **Health risk management at work**

For effective management of health risk at work the following activities are needed:

a. HEALTH HAZARD IDENTIFICATION

Identify and make an inventory of the potential physical, chemical, biological, ergonomic and psychological health hazards associated with work and the working environment.