



*SME Funding Scheme 2001-2002*

*European Agency for Safety and Health at Work*



European Agency  
for Safety and Health  
at Work

Promoting health and  
safety in European  
small and medium-sized  
enterprises (SMEs)

## Portuguese metalwork industry gets a website!

This project is about the creation of a multimedia application for the Internet. This website facilitates the setting-up of an information network about good practices in safety, hygiene and health at work for companies in the metallurgical and metal-mechanical sectors. A lot of publicity accompanied the launch, highlighting the risks and good practices.

As well as support from the information network about good practice (each user is asked to contribute), the application also contains a set of informative documents about the issues of safety and health at work. The principal legislation currently in force is featured in full, allowing direct consultation - a useful and accessible resource.

### Who carried out this project?

Factor de Seguranca.

### Who was the partner organisation?

AIMMAP (Associacao dos Industriais Metalurgicos, Metalomecanicos e Afins de Portugal).

### What was it called?

Safety factors in the metal industries.

### What was the project about?

An Internet site was set up containing general information about 20 topics, full texts of relevant legislation and an interactive good practice page, which includes a discussion forum.

There were several stages in its development. Firstly, an article introducing the project was published in *Tecnometal*, a bi-monthly magazine dealing with technical and scientific information on metallurgy and metal engineering.

The application became operational in April 2002 and underwent a series of tests. Information on the application was sent to the 100 largest undertakings, with a view to selecting a group to set up the network in order to assess its operability and functionality before disseminating it on a larger scale.

The group selected was composed of: Kupper & Schmidt, S A; F Ramada - Acos Industriais; Bahco Oberg, Ferramentas S A; Soteporta.

The test phase ran from May to June and was altered as necessary in order to achieve the desired operability.

The domain name [www.shst.com](http://www.shst.com) was registered internationally in June.

An information sheet on the application was drawn up and 15,000 copies were printed.

An information leaflet on the application was sent to 10,000 large undertakings in the sector, and was included in *Globo Industrial* - a quarterly magazine specialising in news in the metallurgical and metal engineering sector. Other newspaper and journal articles were published.

A newspaper advertisement for the application was published in *Jornal de Noticias*, the daily newspaper in Portugal with the largest circulation and readership.

### Factor Seguranca

#### Type of organisation

- ✓ Private company

#### Sector

- ✓ Metallurgy

#### Activity

- ✓ Information and communication
- ✓ Good practice provision

#### Outputs

- ✓ Publications
- ✓ Website
- ✓ Workshops
- ✓ Network

**Total budget** € 91,944

**Agency support** € 56,104

The application can also be accessed through the Factor Seguranca and AIMMAP websites.

### What did they do?

#### Multimedia Internet application

The multimedia application for the Internet allows an information network on good practices in safety, hygiene and health at work to be set up in undertakings in the metallurgical and metal engineering sectors.

Apart from the form to be completed and examples of good practice supporting the information network on good practice, the application includes a series of informative documents on matters of safety, hygiene and health at work and enables main areas of current legislation in these areas to be accessed.

The texts may be consulted in full.

The informative documents and the legislation may be freely accessed. Users – authorised representatives from undertakings in the metallurgical and metal engineering sector – wishing to access the form to be completed or consult the good practices must first submit an application for registration and be accepted by Factor Seguranca.

The interested party needs to access the online registration form, complete it and send it via email. The data in the registration form will be analysed and, where the access criteria mentioned in the previous paragraph are met, the applicant will be given a login name and password in order to access the network.

A selection of topics divided under 20 headings may be found on the website.

#### Topics:

1. Thermal comfort
2. construction and layout
3. emergency
4. personal protective equipment
5. working equipment
6. ergonomics
7. lighting
8. maintenance and safety
9. mechanical manoeuvre of loads
10. manual manoeuvre of loads
11. danger/risk
12. organisation of activities involving safety, hygiene and health at work
13. machine protection
14. fire/explosion
15. electric risks
16. noise
17. occupational health
18. signalling
19. dangerous substances
20. vibrations.

#### Legislation:

The full text of the main laws, totalling almost 60, is available in full. These are divided according to the 20 above-mentioned topics, in accordance with the respective application. The legislation has been updated even after the completion of the application.

#### Interactive features:

The user may choose one of the following three options:

- describe a good practice in reply to a specific request posted on the network
- describe a proposal for a good practice
- find a solution for a specific problem.

In any of the three cases, the user must choose the subject area which corresponds to the situation (one of the 20 above-mentioned topics) and must choose the sub-category which most closely matches that situation. All of the main themes

have three sub-categories. For example, under ergonomics, the user must state whether the problem is related to posture, patterns of work or fatigue.

If a proposal for good practice is made, it must include the estimated cost and the number of workers affected or who benefited as a result. Under any of the three options, a file may also be inserted – namely an image – as proof, or an illustration of the situation described. The undertaking may also choose to remain anonymous. Finally, the user may describe the good practice or request a solution by completing the text field available for that purpose.

The good practice example is then screened by the application manager to ensure that the information is comprehensive and fulfils the objective outlined.

There is also a 'Help' document, to which all first-time users are directed. This contains frequently asked questions and a list of conditions of use and warnings.

### Good practice competition

The project partners also decided to launch a good practice prize competition held among undertakings in the metallurgical and metal engineering sector. The aim of the competition was to select the three best good practices posted on the network in 2002, provided that the undertaking behind the good practice has not chosen to remain anonymous. The selection, held in January 2003, was based on the following criteria:

- The good practice must have made a significant contribution in reducing the accident rate or in improving the working conditions of the undertaking in which it was implemented.
- It must be innovative.
- It must have the best cost/benefit ratio (cost involved and number of persons affected).

The jury was composed of a member from Factor Seguranca, another from AIMMAP and a member invited from IDICT (Instituto de Desenvolvimento e Inspeccao des Condiçoes de Trabalho – the Portuguese institute for the development and monitoring of working conditions).

Apart from the broad dissemination, which will result from the outcome of the competition, the winning undertakings will be awarded prizes, including: publication of the good practice in a large-circulation newspaper and in a specialist press journal, and a first aid course lasting 10 hours for 15 participants. All the winners will receive a selection of CD-ROMs and publications on various aspects of the SHST.

**Would you like to know more about this project?**

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