

Legal Requirements in Hong Kong - Hong Kong Occupational safety and health ordinance, chapter 509

The Occupational Safety and Health Ordinance provides for the safety and health protection to employees in workplaces and is applicable to Pacific Basin. The Human Resources department will monitor this ordinance on website <http://www.labour.gov.hk/eng/legislat/content4.htm> and update the top management on changes and revised requirements, if any.

Under this ordinance all Company personnel has a role to play in creating a safe and healthy workplace.

Employees should also contribute to safety and health in the workplaces by:

- taking care for the safety and health of persons at the workplace; and
- using any equipment or following any system or work practices provided by their employers.

Occupational Safety and Health Regulation

The Occupational Safety and Health Regulation, made under the above ordinance, sets down some basic requirements for accident prevention, fire precaution, workplace environment control, hygiene at workplaces, first aid, as well as what employers and employees are expected to do in manual handling operations.

Pacific Basin shorebased staff are mainly office based and regarded as being at low risk while working in office. (Risk profile will change considerably for those Shorebased staff attending ships, and should be guided by the hazards and risk assessment for on board operations and should carry out informal 3W risk assessment for each and every task on board).

Main provisions of the regulation applicable in office are:

To prevent fire by:

- providing illuminated 'EXIT' signs over all exits and clear directions to them;
- keeping all means of escape in a safe condition and free from obstruction;
- making sure that all exit doors can easily be opened from inside the workplace or are unlocked;
- providing suitable and adequate fire safety measures.

To provide a safe and healthy work environment by:

- keeping the workplace clean and ensuring that it is adequately lit and ventilated;
- providing adequate drainage.

To ensure hygiene by:

- providing adequate lavatory and washing facilities, as well as adequate supply of drinking water.

To provide first aid by:

- keeping adequate first aid facilities on the premises and appointing designated employees to look after them.

Hazard Identification and Awareness

Major occupational tasks to be monitored will be as follows:

1. Sustained or awkward postures.
2. Excessive use of small muscle groups.

Risk control measures for electrical shock and fire hazards are existing in office premises.

Job hazard analysis and hazard control:

This requirement is applicable to shorebased staff attending ships. Shipboard safety precautions are to be strictly complied with by the shore based staff while attending vessels. A generic risk assessment for on board operations has been completed and informal 3W risk assessment prior each task is to be completed for on board operations. Entry into enclosed spaces constitutes a major hazard for shore based staff attending vessels.

Administration Department

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