

MANAGEMENT ROLE IN SAFETY MANAGEMENT AND OCCUPATIONAL HEALTH

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Abstract: *The modern style of governance and management in companies, institutions and other entities-organizations in addition to all the functions performed by managers is posed as an important task of risk management and safety and health at work. The paper discusses the role of management in the management of health and safety at work, as a modern risk management. In order to achieve this, the following topics were discussed: terminology of risk management, the main elements of the management of health and safety at work, safety policy and health and safety, legislation on safety and health at work, documentation management of safety and health at work the role of leadership in management-system approach to risk management and monitoring of security systems.*

The aim of the work is to educate students about the role of managers to manage risk health and safety at work.

Key words: *management, risk, safety and health management system*

1. INTRODUCTION

By definition, management means managing and leading a certain job, a certain balance, a certain organization, process and collective (team). Management can be differentiated by different conceptual bases. If treated as a scientific field, or as directing business activity, management may choose a more management disciplines from which we emphasize the most important.

Though in every country there are systemic laws and regulations governing the obligations of the organization in terms of health and safety, it is very important international standards, OCHSS ("Occupational Health and Safety Assessment Systems"). Standard is a practical, flexible and applicable to all areas of the business and related primarily to safety and health at work. The main objective of the standard is to eliminate or at least reduce them to an acceptable level of risk to the safety and health of employees who are exposed to and is primarily intended to:

- minimize the risk to the safety and health of employees and others
- to improve the profitability of the organization.

2. ROLE OF MANAGERS BY OBJECTIVES RISKS

Management is linked to the achievement of the objectives of the system and it should be a continuous process. New approaches to the management of the organization talk about strategic management. It is a continuous process of constant adaptation of the environment variable on both sides of interaction.

According to the cybernetic upravljanje business systems have the following characteristics:

1. management is a complex social process which carries the characteristics of social system in which it exists,

2. management is the process of immanent system-every business organization, business management system,

3. organization is a dynamic and complex process. Consideration of management activities and processes of an organization is based into three general sub-processes:

4. planning, implementation, control, and at the same time each sub-process is also three phases: planning, implementation, control.

Planning implementation and control activities of the organization is based on a strategy of development. Development strategy of the organization is straight-way movement of the future in order to achieve the set ciljeva. Strategijom development organization determines the answer to the question-how to reach the desired development goals. Objectives are extreme limits that the company wants to achieve a strategy means to achieve these developments.

When set goals and develop strategies throughout the organization leads to hierarchical structures. Elements of the strategy at a higher management level as goals at a lower management level.

Modern theories of observe-enterprise organization as a set of strategic business units that offer different development opportunities. One strategy may be the knowledge management and quality, and in this context the management of people. Human resource management in modern organizations has become a strategic function. Regarding quality of life is very important is the quality of working life, which includes health and safety at work, respect, equal opportunities for development and advancement of critical thinking and freedom of creativity and so on.

The quality of life of an employee raises his training and education which is also reflected on the obligations imposed by the Act and OHS standards OCHSS. Training is the acquisition of practical knowledge and skills needed for work, leadership, management and organizational behavior according to the adopted rules, regulations and standards.

Evidence of training and education are provided in the delegation of tasks, scheduling the job, increase or retention of earnings etc. According to the aforesaid imposed as an important obligation of implementing management measures organized education and training of employees on the need for risk management and safety and health at work.

3. GENERAL TERMS OF RISK MENAGEMENT

1. **Accident** - an undesired event that results in death, ill health, injury, damage, or other losses.
2. **Hazard identification** - The process of recognition of danger, and defining its characteristics.
3. **Incident** - an event that is the cause of the accident, or that could lead to an accident. The incident in which there was no damage to health, injury, damage or other loss is also considered an event "just what did not happen." The term "incident" includes "is about to happen."
4. **Stakeholders** - individuals or groups on the formation risk.
5. **Non-compliance** - any deviation from work standards, practices, procedures, regulations, performance management systems, and so on. which may directly or indirectly lead to injury or illness, property damage, disruption of the working environment or a combination of the above.
6. **Goals** - tasks related to the performance by the organization wants to achieve.
7. **Occupational Safety and Health labor** - conditions and factors affecting the health of the employees, staff under contract, visitors and other persons at the workplace.
8. **Organization** - a company, agency, company, enterprise, institution, or association, or part thereof, whether incorporated or not, public or private, that has its own functions and administration. If your organization has multiple business units, one unit of work can be defined as an organization.
9. **Performance** - measurable results management system in relation to the management of safety and health risks in the organization, based on its policies and objectives.
10. **Risk** - the combination of the probability and consequences of a hazardous event taking place.
11. **Fried risk** - sveobihvatan level risk assessment process and determine whether the risk can be accepted or not.
12. **Security** – Avoiding unacceptable risk.
13. **Acceptable risk** – the risk is reduced to the extent that it may be presented to the organization with regard to its legal obligations and its policies.

4. BASIC ELEMENTS OF SAFETY MANAGEMENT AND OCCUPATIONAL HEALTH

As the basic elements of risk management are carried over:

- 1 Policy health and safety at work,
- 2 Legislation and
- 3 Objectives of risk management.

From the organization or management is required to review the implementation of initial examination of the situation regarding the management of safety and health of employees. The aim of the initial examination is to provide the information necessary to make informed decisions about the scope of the current system of safety and health, its adequacy, as well as to provide background information and to define the politics of health and safety at work.

Initial review should compare the current situation with:

- the requirements of existing laws and regulations– relating to safety and health at work,
- existing instructions and guidelines relating to safety and health,
- situation in organizations with well-developed systems of safety management and occupational health and
- standard– requirements.

Management as the top management of the organization is responsible for defining, documenting and implementing the policy of safety and health at work. Policy of health and safety, must contain the strategic choices of organizations in this field. Policy Health and Safety at Work, adopted by the top management (management) and that clearly express the objectives related to safety and health at work and obligation to improve health and safety outcomes, must exist in every organization. According to the security and health and safety responsibility for the tasks required by the employer, but in practice it is delegated to management.

Employer's obligations in terms of the Law on Health and Safety and the regulations made under this Act, they are also the rights of employees in relation to the implementation of these measures.

Employer shall:

- Provide employees working on the job and work environment in which they are applied measures of health and safety at work,
- ensuring that the work process is adapted to physical and mental capacity of an employee, the work environment, tools and resources and personal protective equipment at work be regulated, manufactured and supplied, not to compromise the safety and health of employees,
- in organizing and working process, to provide preventive measures to protect the life and health of employees and to their use for providing the financial resources and
- Provide preventive measures before the start of the employee at work, as any changes to the technological procedure, the choice of working and production methods to ensure the highest possible safety and health protection at work, based on the implementation of regulations in the field of safety and health at work, labor laws, technical regulations and standards, regulations in health care, hygiene, health and pension insurance, and others.

Act on the risk assessment is based on determining what kinds of risks and hazards in the workplace in the workplace, based on which we estimate the risk of possible injury and damage to the health of the employee.

According to these provisions, the employer shall:

- issue a decision on the assessment of risk in writing for all jobs in the workplace and to determine methods and measures for their elimination,
- amend act on risk assessment in the case of every new risks and changes in the level of risk in the work process,
- risk act, based on the evaluation of occupational health services, determine specific health conditions to be met by an employee to perform certain tasks in the workplace in the workplace or for the use of certain equipment to work,
- occupational health services, which engage, provide the conditions for independent work and
- health protection of employees
- an employee to use the asset and or personal protective equipment at work, in accordance with the Act on the risk assessment.

An employer's obligation to the general act or collective agreement establishes the rights, obligations and responsibilities in the area of health and safety at work and for this purpose:

- 1) to appoint a person to safety and health at work,
- 2) the employee determine the performance of the measures which have been implemented safety and health at work,
- 3) inform employees and their representatives on the introduction of new technologies and assets, as well as the risk of injury and damage to health resulting from their introduction, and in such cases to issue appropriate instructions for safe operation,
- 4) enables employees to a safe and healthy work;
- 5) provide staff resources and use of personal protective equipment at work
- 6) Provide maintenance tools and equipment, and personal protective equipment at work in good condition,
- 7) engage legal entity licensed to implement preventive and periodic inspection and testing of work equipment, as well as preventive and periodic testing of working environment,
- 8) provide the basis of a decision of the risk assessment and evaluation of occupational health services prescribed medical examinations of employees in accordance with the Law,
- 9) provide first aid and to enable a number of employees to provide first aid, rescue and vacation in case of emergency and stop any type of work that presents an imminent danger to the life or health of employees.

This regulation is the most important by-law and it is the obligation of both the right and the management and employees. Regulation is based on a system of prevention and law promoted him in detail the manner and procedure for evaluating the risk of occupational injury or illness of an employee in the workplace and work environment, as well as the methods and measures for their elimination. detection and identification of hazards and hazards in the workplace and work environment, according to the Regulations, the fourth element of comprehensive risk assessment report must include, as a second step (five) risk assessment procedure. Hazard identification is considered to be the most important step, because the risks and hazards not identified will not be assessed and control. It is therefore extremely important to identify risks and hazards conduct comprehensive.

Table 1. *The planning and implementation of activities of the risk assessment*

Definition of goals (based on the initial review of policies, laws and regulations, risk assessment, the views of interested parties, etc.).	Development of the program objectives (defined, activities, timelines, responsibilities, planned results, financial).
The choice of priority targets (based on the results of initial testing, laws and regulations. risk assessments, opinions and stakeholders, etc.).	Implementation and monitoring of program implementation (monitoring parameters and response to the question whether the goal potignut).
Defining the intended results (planned quantify the values of parameters to be monitored in order to monitor the results of the implementation of the goals.	Review of the results of the implementation of the program and the need for modifications.

5. THE ROLE OF MANAGEMENT – LEADERSHIP IN MONITORING OF SAFETY AND RISK REDUCTION

Management of the organization is required to maintain all records which are necessary to demonstrate compliance with the statutory and other regulations. Records should be kept to demonstrate the effectiveness of the management of security conditions under which the process is conducted. The records must be accessible and must ensure traceability of activities in which they are incurred. They must be disposed of in such a way that they can be easily found again and must be protected from damage, destruction or loss. The time of storage should be provided.

Management and senior management should review the functioning of the management, in order to assess whether fully implemented and is always appropriate to the purposes, for continuous improvement, it is appropriate for the coming period and to consider whether changes are needed to any of the elements

management system. Place to review by the management-leadership in the management of health and safety at work is the same as in the system of quality management and environmental protection.

6. SYSTEMATIC APPROACH TO RISK MANAGEMENT

The concept of risk management is based on the basic premise that risk management planning, forward-looking, structured, informative and always applicable techniques. The key to successful risk management is early planning and aggressive implementation. Good planning enables an organized, comprehensive, and integrative process of identifying and assessing risk, and adequate response.

Any risk management strategy depends on the nature of the system under consideration. Studies have shown that a good strategy menadžmen that is based on certain processes. risk planning phase of risk management and a set of actions that are carried out within the overall risk management process and defines the risk management plan. The main elements of the risk management plan are:

- summary of the system: the objectives and purpose of the system, required standards, development strategy;
- method considering risk: determining the risk of a rating scale of risk;
- organization risk management process through the stages;
- responsibility for risk management.

Risk management plan is the basis and guidance for the team of risk managers and document control its implementation by top management.

7. CONCLUSION

Theoretical basis of risk management is a prerequisite for successful assessment, monitoring, mitigation and maintaining risk at an acceptable level. Therefore it is necessary that the knowledge must have managers at all levels of a company or organization. The knowledge and activities include:

- mastering the basic terminology of risk management,
- the basic elements of their systems,
- basic knowledge of security policy and health,
- legislation Safety and Health at Work,
- document management of safety and health at work,
- the role of leadership in the monitoring system and
- a systematic approach to risk management.

This paper analyzes all the indicated actions that management has to deal with all levels of planning, implementation, evaluation and continuous control and improvement. Such outlined the basics of risk management in general, as well as the safety and health at work in particular, allow for efficient access solve practical problems in business and organizations.

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