

CIS National Centre for Italy

Annual report 2005

1. INTRODUCTION

In 2005, the CIS National Centre for Italy carried out activities pertaining to its own institutional role within the following macro areas of intervention, identified in the triennial plan of the Institute 2005-2007, as approved by the Board of directors: Systems for safety management; the information system for prevention; the culture of health and safety in everyday life and at work with special reference to teaching methodology, to the culture and promotion of health and to the communication of risk, taking into account the corporate social responsibility

In line with the programmes and research paths within the aforesaid areas, the CIS National Centre for Italy has made advances in its research activities in relation to the following: the growth of knowledge, the retrieval and integration of the information flows into Community and national networks; the innovation and expansion of the means by which knowledge on health and safety can be passed into working and living environments; the development of effective methodologies and teaching resources for workers, for those involved in health and safety in enterprises, for National Health Service operators and for the education sector in general; the study of models related to the quality of training processes and of those Institutes in charge of the organization of training courses; the development of effective sensitisation/communication products and methodologies for citizens and workers aimed at the general improvement in their own conditions of work and health, their psychophysical well-being and quality of life; the management of health and safety, quality, environment, social responsibility and cost-benefit analyses.

In addition to this, the activities of the previous years continued apace, the objective being to produce information and training tools for workers which focussed on particular risk profiles and/or specific problems, and the development of good practices in the productive sectors.

Further methods for communicating and conveying scientific knowledge on health and safety at work were developed, including the realization of databases dedicated to specific subjects.

In 2005 the following were brought to completion: The targeted project *National monitoring of the implementation of safety management systems pursuant Legislative Decree 626/94* (transp. Dir. 391/89), and the strategic project *Prevention of health risks in working and living environments*, the sub-project *Epidemiological surveillance systems of occupational accidents to study causes (cases of death and serious injury)*, co-financed by the Ministry of Health. For both projects, awareness-raising activities are planned for 2006, involving conventions and publications.

As to international networks, the work connected with the European Agency for Safety and Health at work at Bilbao has continued apace, as in the preceding years, both in terms of Focal Point and in terms of direct participation in the activity of Topic Centres. In the same way, the Network's work continued apace in relation to workplace health promotion (WHP).

In 2005 the Institute contributed to the establishment of a consortium of eighteen European partners to present to the European Commission a proposal concerning financial support for the ERA-NET (*European research area*) Programme with priority given to: Coordination of research activities of the VI Framework Programme for research.

Likewise, the work of the network known as METRONet (Mediterranean Training and Research in Occupational Safety and Health Network) continued, concerning with the design and creation of training programmes for experts in the sector together with colleagues from the equivalent French, Spanish, Portuguese and Greek institutes.

Meaningful is also the participation in the ENETOSH project (*European network on education and training in OSH*), approved by the European Commission and financed by the Leonardo Da Vinci programme, which establishes a European Network for education and training in health and safety at work, aimed at locating examples of good practices in relation to the integration of OSH themes in schools of all categories and levels and the sharing and dissemination of the most suitable examples of good practices through a specifically targeted website.

Remarkable counselling, assistance and information has been provided for the benefit of the large number of external users, public and private, concerning health and safety in general as well as issues regarding the enforcement and management of Legislative Decree 626/94 (transp. Direct.391/89).

Furthermore, many contributions have been made at conventions or other national and international events, as well as by committees or other working groups.

As regards publishing activity, considerable work has taken place in relation to the two ISPESL reviews *Prevenzione Oggi* and *Fogli d'Informazione*, and a significant number of monographs on the research activities of the Institute have also been produced.

The documentation section and the library have, as in previous years, furnished the relevant services for internal and external users. Specifically, the library has undergone a general reorganization in 2005 and the BibliOnWeb portal has been completed, and its activation has involved a complete overhaul of all activities and work flows.

2. INTERNATIONAL COLLABORATIONS

2.1 CIS National Centre for Italy

In 1995 a new portal for the CIS National Centre for Italy was launched (see fig. 1) containing information, news and links to products and databases. Five main sections can be searched: CIS Network, Diary of Events, Programmes, Products, News.

In the category of Products, some Italian versions of ILO/CIS tools are published, like the CIS Thesaurus and the ILO Glossary.



Fig. 1 – The new portal of the CIS National Centre for Italy

2.2 European Agency for Safety and Health at Work – ISPESL Focal Point

ISPESL is the Italian Focal Point of the network of the European Agency for Safety and Health at Work. Based on a programme of triennial activities which identifies the priorities of the sector as established by the EU strategy on health and safety at work, each focal point carries out precise tasks to help accomplish this programme, with annual deadlines set for achievement. In 2005, in particular, the Italian Focal Point was engaged in:

- 1) **management of the national network**, comprising over one hundred members: representatives of the government, of the social partners, of the regions and of other organizations of the sector. Three meetings were organized to discuss the steps to be taken at the national level and the contributions from the annual work programme of the European Agency.
- 2) **counselling** from experts in the sector on subjects relating to information projects included in the 2005 work programme of the European Agency.
- 3) Work to **oversee translation** of the European Agency's information material.
- 4) organization of **European Week 2005**: promotion and dissemination of information, production of materials, planning of events, organization of prize giving for the best good practices at the national and European level.
- 5) **management of the national focal point website**.
- 6) participation in three **meetings of the focal point network** at Bilbao by a representative of ISPESL.

2.2.1 Information collection

Ad hoc expert groups of the European Agency with representatives from each Country have lent support to specific project activities.

- 1) Internet group
- 2) Mainstreaming OSH into education group
- 3) Risk observatory group

The Focal Point provided for the collection of information on health and safety in the workplace, whether implementing and updating the information contents of all the categories on the Agency's Italian website or contributing specifically to the information projects of the target areas of the Agency's 2005 work programme:

- **Specific risks** – EW 2005 noise,
- **Priority groups** - older workers,
- **High-risk sectors** – agriculture.

2.2.2 Transfer of knowledge

Supplementing its web services, the Agency regularly publishes bulletins on the general developments on health and safety, and a journal dealing with these topics in Europe, as well as more detailed technical reports on specific problems of topical concern. The Focal Point has been involved in approving the contents of the publications and overseeing the quality of the translations when translation into Italian is involved. With a view to disseminating the publications of the European Agency throughout the national territory, the Institute has organized the translation into Italian of one Agency report: *Integrating OSH into the educational system. Examples of good practices in school and in professional training.*

European Week for safety and health at work 2005

The European Agency for Safety and Health at Work - with the support of all member states, employers' organizations, confederations, trade unions in Europe as well as of the Commission and the Parliament – has promoted European Week for safety and health at work 2005 in all 25 Member States of the EU. The Week which took place in Italy from the 24 to the 28 October 2005, was officially launched in Rome on 20th April 2005, during the press conference organized by INAIL (Italian Workers' Compensation Authority) in collaboration with the Ministry of Labour, ISPESL, INAIL and IIMS (Italian Institute for Social Medicine) and the Regions.

ISPESL, as the Italian Focal Point of the Agency, has been the general reference point of all initiatives concerning the campaign.

The theme chosen for 2005 was the prevention of noise risk in the workplace and the slogan selected was: Stop that noise!

The following is a list of the promotional initiatives aimed at spreading awareness of the theme, the places and the events to the greatest possible number of persons:

1. to provide all the relevant information on the websites of ISPESL and of the Italian Focal Point;
2. to produce two thematic monographs: *Manual of good practices on noise risk* and *Guidelines on noise risk*, of the review Fogli d'Informazione (15.000 copies each); an ad hoc brochure for raising awareness amongst workers (200.000 copies); a CD-ROM in Italian and English containing the manual of good practices on noise risk (16.000 copies);

3. organization of the launch event (Rome 20th April 2005) and of the European Week Congress (Rome INAIL Auditorium, 24th October 2005: Stop that noise! Reducing noise-exposure limits and good practices) in collaboration with: the Ministry of Labour, social partners, INAIL, IIMS, the Regions. The printing and forwarding of 8000 programmes for the event has been planned;
4. radio campaign (200 radio message bulletins on 28 radio stations);
5. organization of the prize giving for good practices at the national and European level;
6. forwarding of the material in an Italian translation printed by the European Agency (fact sheet, brochure, poster) to all peripheral departments, to the Regions, to the social partners and to agencies which organize events for European Week on the basis of requests made to the Focal Point.

The European closing event and the prize giving for good practices at the European level took place in Bilbao on the 12th December 2005.

2.2.3 Topic Centre

In order to carry out information projects relating to the 2005 work programme, the Agency has continued operations through two Topic Centres (third generation): Work environment and Risk observatory. In addition, the Healthy workplace initiative topic centre was set up, bringing together the agencies of the new countries. The Institute is official member of the "Work environment" Topic Centre, with its own representatives, based on the contract made with the Finnish institute of occupational health, leader of the same Topic Centre.

Work environment Topic Centre

Main projects forming part of the activity plan for 2005:

- European Week 2006 dedicated to young WORKERS and OSH,
- Prevention of noise at work,
- older workers
- access to online information.

2.3 ERA-NET

In 2005 the Institute contributed to the setting up of a consortium of eighteen European partners, including the European Agency for safety and health, coordinated by the FIOH (Finnish institute of

occupational health) and with the participation of Finland, Germany, Poland, Denmark, Belgium, Italy, Sweden, Hungary, Spain and Greece, to present to the European Commission a proposal concerning financial support for the ERA-NET (*European research area*) Programme, the priority being: Coordination of research activities of the VI Framework Research Programme. This consortium was called NEW OSH ERA, an abbreviation of the long title of the project: *New and emerging risks to occupational safety and health - To anticipate and manage change in workplaces by coordinating studies into risks to occupational safety and health*. In March 2005 the proposal in question was presented to the European Commission, which was accepted in the summer of 2005, and this started off the phase of negotiations. The project began in the spring of 2006.

2.4 ENETOSH- European network on education and training in OSH

The project, approved by the European Commission and financed by the Leonardo Da Vinci programme, establishes a European Network for education and training in safety and health at work, aimed at retrieving examples of good practice in relation to the integration of OSH themes in schools of all categories and levels and the sharing and dissemination of the best examples of good practices through a specific website.

ISPESL is leader of a subgroup, in which the corresponding German and Danish institutes participate and whose brief is to gather together from all 15 Member States of the old EU all those good practices on safety and health in education, for the following teaching levels: nursery school and compulsory school (primary, secondary, high School – first two-year period). Many examples of good practices were collected.

2.5 METRONET (Mediterranean Training and Research in OSH)

A collaboration agreement between ISPESL, INRS (National Research and Safety Institute - France), INSHT (National Institute of Safety and Hygiene at Work - Spain) and IDICT (Institute for the Development and Inspection of Working Conditions - Portugal) aimed at promoting joint programmes of advanced training for workers and researchers on the risks present in living and working environments.

The meeting of the contact group took place in Madrid on the 16th and 17th of May 2005. In this context, an analysis was carried out of the assessment questionnaires relating to the advanced Course on the prevention of risks from exposure to chemical and carcinogenic agents (Parma, February 2005). In addition, a Course on the prevention of risks from exposure to nanoparticles was held within the METRONET network in Paris at the INRS in April 2006.

2.6 Work Health Promotion (WHP) European network

Since 1996 ISPESEL has been the Italian NCO (National Contact Office) of ENWHP (*European network for workplace health promotion*). To carry out these activities, it benefits from the collaboration of the Department of Medical-Surgical Sciences and Public Health of the University of Perugia as the operative unit. The European Network for WHP has set itself the task of raising awareness of WHP. The NCO in Italy collaborates in the drawing up and dissemination of best practice models, guidelines and tools in digital format and/or on paper backup for the efficient promotion of health in the workplaces. Furthermore, it collaborates with small and medium enterprises, it has set up a discussion forum on relevant subjects (such as quality management, assessment, success factors and WHP in small and medium enterprises), it encourages the exchange of information and experiences through the publication of the ENWHP Newsletter online, and through articles and interventions in conventions on subjects falling within the compass of WHP.

Furthermore, the WHP sector is engaged in a logical reorganization of the dedicated online division. Within the span of the year 2005 there were new online areas of access added: amongst these, “Prizes and competitions”, aimed at announcing initiatives of some importance in the national context; the area dedicated to “National WHP Information Day”, where the historical reconstruction of the events held from 1997 onwards has been almost fully completed, making a very exhaustive collection of documentation linked with previous editions of WHP Day; the “Comments” where the national press articles on the WHP days are gathered; the “WHP initiatives” and the “Events”, the areas relating to the initiatives aimed at carrying out activities to promote health in the workplaces, generated both from research on institutional sites or from various other sources. Inside the “Events” area, for example, a new section dedicated to the European project Leonardo Follic was opened, aimed at giving information on the subjects related to the promotion of the health of older workers and, at the same time, at promoting forms of collaboration in the project by interested persons, enterprises, employers etc.

The Institute continues to fulfil the institutional obligation it assumed as NCO of the ENWHP network, organizing the annual National WHP information Day, to promote products and initiatives aimed at raising awareness which will, within the WHP context, impact on the development of definite actions to promote health in the workplaces. In 2005 the course of this Day was an occasion to promote, with the aid of new resources, the establishment of the National WHP Network which, in its turn, constitutes another of the institutional duties the NCO has been called to perform.

In 2005 the NCO participated in the business meetings of Bratislava and Praga, where representatives took part in the working group Prolonging work life ageing (Prague, November 2005).

3. TRAINING ACTIVITIES

The following training courses were planned and organised :

- *Updating and training on the use of the analysis model for the reconstruction of the causes and the dynamics of accidents at work.* Course, ECM (Continuing medical education) accredited, organized by ISPESL – INAIL – Regions and autonomous Provinces. Rome 30-31 March 2005.
- *New information flows ISPESL-INAIL-Regions.* Course organized by the Marches Region – DSPC – Public Health Service, for a total of 16 hours of training. Ancona 19-20 October 2005. Teaching on: Short history of the new information-flows project, methods, materials, contents. Prospects; Statistical indicators on accidents and their use.
- *Bibliographic databases available on BibliOnWeb: Medline, OSH-ROM, Inspec and CAB Abstract.* Departments involved in individual sessions: Occupational Hygiene, Occupational Medicine, Safety Technology, Computer statistics, DIPIA, (Department of Production Plants and Environmental Interaction), DPGREP (Department for the planning and management of economic-financial resources and personnel). Monteporzio Catone (RM), 10th October 2005.
- *Practical training in support of bibliographic research carried out on the above-mentioned databases and on platforms of electronic periodicals - Cilea and Biomedical Reference Collection: Comprehensive.* Departments involved in individual sessions: Occupational Hygiene, Occupational Medicine, Safety Technology, Computer statistics, DIPIA, (Department of Production Plants and Environmental Interaction), DPGREP (Department for the planning and management of economic-financial resources and personnel).
- *Bibliographic database SCOPUS (Elsevier) available on BibliOnWeb.* Departments involved in individual sessions: Occupational Hygiene, Occupational Medicine, Safety Technology, Computer statistics, DIPIA, (Department of Production Plants and Environmental Interaction), DPGREP (Department for the planning and management of economic-financial resources and personnel)
- *Seminar for general managers – Employers of the Ministry of Production Activities on the role and responsibility of the employer and of equivalent persons in the public arena.* Rome,

18th May 2005. Seminar planning and organizational activities. Teaching: The organizational/managerial system for putting into effect the regulation on occupational safety and health, with reference to the Public Administration; The role of the work supervisors and of the manager in public administrations.

- *Training course for managers in the Ministry for Production Activities on the prevention of organizational risks in work environments and management of human resources.* 1st edition: Rome, 20-22 and 27-28th of September 2005; 2nd edition: Rome 4-6 and 11-12th of October 2005. Activities of planning, exercising and assessing. Teaching: “Legislative Decree 626 seen from the perspective of EU philosophy and the national legal framework; The processes of Legislative Decree 626/94; The key operators of the safety and health system; relational processes in Legislative Decree 626/94; Requirements, criteria and methods for training and information. .
- *First advanced course on occupational cancer and chemical risk.* First advanced course on the prevention of risks deriving from exposure to chemical agents and carcinogenic agents, targeted at European operators engaged in the field of prevention of occupational risks and provided within the METRONet network Parma, 21-24 February 2005.
- *Pilot training course for persons in charge of the Prevention and Protection Services in the dangerous goods transport sector.* Organized by the ASQ enterprise of the CAN (National Confederation for the Craft Sector and Small and Medium Enterprise). Rome 13-19th June 2005. Monitoring activity. Monitoring cards have been compiled for each teaching unit together with a comprehensive final report.
- *Training course for cadets of the naval customs officers contingent – Guardia di Finanza - naval course on “General principles of the regulations dealing with the improvement of health and safety in the workplaces”.* Gaeta, 27th June 2005. Course planning and organizational activities. Teaching: EU and national rules on safety and health protection: General principles and enforcement issues; Persons in charge of safety at work; skills, obligations and responsibilities; The strategic role of training and information in the development of a culture of safety; requirements, criteria and training and information methods.

4. PUBLISHING ACTIVITIES

Publications produced during 2005:

- *Prevenzione Oggi* 1/2005 January/March; 2/2005 April/June.
- *Fogli d'Informazione* 1/2005 January/March; 2/2005 April/June; 3/2005 July/September; 4/2005 October/December.
- *Rapporto Annuale 2004 and Annual report 2004*.
- *Production cycle, risks for health and safety, general protection measures in the footwear division*. Monograph supplement to *Fogli d'Informazione* 4/2005.
- *Instructions – authorization and management procedures relative to the installation and use of magnetic resonance diagnostic equipment*. Monograph supplement to *Fogli d'Informazione* 2/2005
- *MALPROF 2001-2002. The second ISPESL-Regions report on occupational illnesses - Dates of communications received by the prevention services*. Monograph supplement to *Fogli d'Informazione* 1/2005
- *Laboratory Biosafety Manual*. Third edition, Monograph supplement to *Prevenzione Oggi* 2/2005
- *Genetically modified organisms – Risks linked with release into the environment and with occupational exposure in research laboratories*. Monograph supplement to *Fogli d'Informazione* 2/2005
- *PED (practical guide to pressure equipment)*. Monograph
- *Convertible portable ladders with hinge – Study of the general features of design, of the prerequisites, of the methods of testing and of the necessary aspects of user safety*. Monograph supplement to *Fogli d'Informazione* 2/2005.
- *Study on the propagation of fatigue cracks in whatever form in the elastoplastics field. Analysis and modelling activity*. Monograph supplement to *Fogli d'Informazione* 4/2005.
- *Examples of good practices in school and in professional training*. Information guide.
- *Guidelines for noise risk assessment in working environments*. Monograph supplement to *Fogli d'Informazione* 3/2005
- *Manual of good practices – Methodologies and technical interventions for noise reduction*. Monograph supplement to *Fogli d'Informazione* 2/2005
- *Learning about occupational health and safety*. Monograph Supplement to *Fogli d'Informazione* 4/2005

5. LIBRARY

2005 was a year of intense activity for the library, especially in terms of its general reorganization, the reorganization of its collections and of its manifold activities, dedicated to an ever more technical and professional administration. A significant preliminary step has been made to achieve the objective which has guided the library for some time, namely: to become a reference point in the sphere of OSH both outside and especially within the Institute, acting as an increasingly specialized support service for researchers and all other users and providing advanced and effective technical services.

To this end, the BibliOnWeb portal has been brought to completion as the prototype of a research project carried out by the Italian National Research Centre. The project, in its initial release, will host in a systematic way the library's services which are intended to be beneficial both for the internal user - here a potentially vast network of advanced and professional resources will be made available to the users who will be able to access the Intranet by means of a private password – and for the external user who will, in a slightly different manner, be able to access by the Internet. This later use is mostly accessed by students, technicians in the sector, other libraries and documentation centres, small and medium enterprises (for which specially targeted services will be made available), national and international institutions for whose benefit the menus, the contents and the thesauri were translated into English.

The start-up of BibliOnWeb has involved, consequently, a complete review of all activities and workflows, which should be reformulated and addressed to a technical/professional treatment of the documentation in a general sense. Some of the internal personnel, chosen for specific technical activities, have taken part and will take part in specialized courses aimed at acquiring the necessary basic knowledge. Also underway is technical training aimed at understanding and adjusting to ongoing changes.

From this year onwards, the Library section of BibliOnWeb has hosted and will continue to permanently host the three-monthly data and reports, in order to make the activities of the library itself transparent and evident to its internal users, to exploit the added value it offers and finally to develop an interconnection with the users and indeed a dynamic exchange peculiar to all advanced and competing scientific theories, in a context where information is now considered to be a strategic element.

In 2005 the library has continued to carry out the duties already performed the previous year, improving and implementing its current activities, namely: acquisition of monographs and periodicals, acquisition of other documentary resources, annual memberships for the activities of

the library of the Institute (AIB – Italian Library Association, AIDA – Italian Association for Advanced Documentation, AICA - Italian Association for Informatics and Automatic Computation, UNI - Italian Organization for Standardization, CEI - Italian Electrotechnical Committee, ecc.), technical treatment and management of monographs and periodicals (from the standpoint of librarianship).

Subscriptions to scientific journals were renewed, thereby satisfying all departments' needs, following a methodological orientation to allow ever greater expansion of the holdings of the library, to be understood as the Italian Focal Point for OSH. The “wish-list” of the departments were covered and harmonized in a common line, which was well-balanced in relation to the proposals and evaluated in relation to the general orientations of the library, the general budgets and the availability of localization and retrieval of the periodicals indicated in the specialized inter-library fields. At present, users are provided with requested articles in a very short time. Where there is the possibility of an online version of the periodicals, which are in fact acquired as an integration to their hard copy, these are made available in the Periodicals online section of BibliOnWeb.

Further activities:

- Management of BibliOnWeb: the site, as already indicated, has been completely redesigned and its management and consultation interfaces have been set up. The new release 1.0 (the first version was a prototype) has been finished and is available on the homepage of ISPESL's website by clicking on the left-hand menu on the library link. BibliOnWeb is continually updated and implemented.
- Management of bow database – literature database: Considering the needs of the internal user and the nature of the material dealt with, what was initially a database of grey literature was transformed into a database called the BOW database, which may be consulted on BibliOnWeb (BOW is the acronym). It encompasses: Papers on researches carried out in cooperation with ISPESL, ISPESL publication material, published articles and abstracts of reports presented to conventions by researchers of the Institute, ISPESL teaching material, Prevenzione Oggi and Fogli d'Informazione, documentation of international bodies (eg: European Agency), the most important articles highlighted in the section called Articles Selection of BibliOnWeb, collected from Italian periodicals on OSH (not indexed on international datababases, whose articles therefore are not reviewed or available via web), with the objective of exploiting the Italian output and therefore here too it represents a Focal Point of reference for OSH issues on the national level.

- Document delivery: document delivery was coordinated and put into place, a service which provides to internal users of the Institute the documentation necessary for their research purposes, consisting predominantly of articles from scientific journals. The method of delivery involves the distribution to users of the hard copy from periodicals which if not already in storage are tracked down through the inter-library network of ANCP (The Journal National Collective Archive), which is the Italian journal catalogue managed by the CIB (Inter-library Centre of the University of Bologna), where the libraries supporting Bibliosan have placed their periodical holdings. ANCP has created ad hoc interfaces which enable the user to filter research only on the journals present in Bibliosan, a database for scientific research that originated in a project of the Ministry of Health, between the libraries of the Italian scientific institutes for hospitalization and care (ICCRS), of the Italian zooprofilactic institutes, of the Regional Health Agency, of the National Institute of Health and of ISPESL, to which may then be added all the libraries belonging to the National Health Service. Its aim is to become a collective electronic catalogue of journals intended for reciprocal exchange among those libraries which belong to the project.