

# ALL ABOUT SAFETY COMMITTEES



Ministry of Labour and Employment

## What is a Safety Committee ?

A Safety Committee brings together management and workers to help create and maintain a safe workplace. According to the law every factory or industrial establishment where 50 workers or more are employed should have one. However a Safety Committee can also be set up in factories with less workers.



## What does it do ?

The main role of the Safety Committee is to help ensure workplace safety. It will participate in the development, implementation and monitoring of

company health and safety policy and procedures. It will carry out training, receive safety concerns from workers and help investigate and resolve them.

## How is it constituted ?

Half of the members of the Committee are from the workers and half from management. The size of the committee will depend on the total number of workers in the factory. If one third of the workers are women at least one third of the nominated representatives of workers also must be women.

Total number of workers	Maximum size of Committee
Below 500	6
From 501 to 1000	8
From 1001 to 3000	10
From 3001 and above	12

## How worker representatives are appointed ?

If there is a collective bargaining agent in the factory, it will appoint representatives for the worker side. If there is no collective bargaining agent in the factory, worker representatives from the Participation Committee will choose who sits on the worker side of the Safety Committee.



## What skills do the Safety Committee members need ?

Good Safety Committee members should have a strong commitment to safety, factory experience, training on Occupational Safety and Health and good communication skills.

## How often will it meet ?

The Committee meets at least once every three months but it can organize meetings at short notice if needed.

## How can it help you ?

If you have a concern about Occupational Safety and Health in your workplace you can raise it with the Safety Committee. They will check out your concerns, help resolve them and speak to management if necessary.



## Support from Senior Management

The time spent on Safety Committee tasks is counted as working time and treated as duty. Pay and allowances will not be deducted from Committee Members for performing Safety Committee tasks.

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