

BULGARIA. NON-INSPECTION ACTIVITIES

Title of the non-inspection activity: **Healthy Workplaces Lighten the Load**

Duration of the non-inspection activity: **4 months (1 March – 31 May 2022)**

Aim of the non-inspection activity: **Field visits and raising the awareness of the participants in the labour process about the measures to overcome MSDs as a result of incorrect work posture, monotonous movements, moving heavy loads, causing fatigue and pain body positions, etc.**

Scope of the non-inspection activity (description): **dissemination of information among employers about the risks of MSDs and raising the awareness of workers in the performance**

Sector covered by the non-inspection activity: **agri-food industry and construction**

The number of establishments covered by the non-inspection activity: **142 visits to various objects**

The number of labour inspectors involved in implementing the non-inspection activity: **75 labor inspectors who were previously trained**

The number of specialised staff (but not labour inspectors) involved in implementing the non-inspection activity: **0**

The number of persons involved in supervising the implementation of the non-inspection activity (including the preparation of communication and promotional materials and summing up its results): **10 persons**

Background of the non-inspection activity: **In Bulgaria, 54% of the workers suffer from one or more MSDs, which makes them one of the most common occupational diseases. According to the analysis of the State Social Security for 2019, prepared by the National Social Security Institute, approximately 75% of the insured persons who benefited from prevention and rehabilitation under the program of the same name, have diseases of the musculoskeletal system. Moreover, musculoskeletal disorders can be the result not only of various physical factors of the working environment, but also of organizational and psychosocial ones, which places them among the most widely spread in all economic sectors.**

Budget of the non-inspection activity:

Short summary of the outcome of the non-inspection activity: **The campaign enhanced the awareness raising of the workers about the risks in the relevant workplace that can lead to musculoskeletal disorders if they work incorrectly and do not observe the proper methods of manual handling of loads. During the implementation of the campaign, cases were established of employers not having attained the required levels of regard for the welfare of the workers, but the trend in that respect is towards continuous strife for improvement. In general, employers and workers are interested in complying with occupational safety and**

health rules and conducting the necessary training in order to limit the risk of MSDs. The campaign promoted an integrated approach to combat MSDs, emphasizing the idea of combining the efforts of employers and workers. Emphasis was placed on "load management" and accompanying factors such as pace of carrying out the tasks were also taken into account.

No.	question	yes/no	comment
Non-inspection activity			
A. Stakeholders cooperating with the labour inspectorate in non-inspection activity			
2.	Does your national legislation specify the rules of cooperation with stakeholders in non-inspection activity?		What are these rules? The Labour Inspectorate invites the social partners in order to promote the campaign and provide consultation with respect to the sectors and the groups covered
3.	While selecting stakeholders for cooperation during the non-inspection activity, was any account taken of the results of the inspectorate's cooperation with such stakeholders during previous initiatives?		While selecting stakeholders, in this case, was taken into account the high percentage of workers suffering from MSD, as well as the sectors most affected
B. Sources of project financing in the labour inspectorate's activity			
4.	Was the project (of non-inspection activity) financed solely by the labour inspectorate? The conducting of the information campaign and the logistics were financed from the budget of the Labour Inspectorate		If not, please specify other authorities, institutions and stakeholders co-financing the project and the percentage of partners' financial contribution to the project. EU-OSHA provided the information materials and the checklist that was filled in during the campaign both by employers and workers
C. Preparation of the project (of non-inspection activity)			
5.	What sources were used to specify the described non-inspection activity?		<input checked="" type="checkbox"/> inspectorate's own database of workplace accidents, including analysis of the infringements established at inspection in the previous years <input checked="" type="checkbox"/> analyses of causes of temporary and permanent inability to work conducted by research institutes National Statistical Institute

			<input checked="" type="checkbox"/> others Five sectors fixed in advance by EU-OSHA, out of which two were selected
6.	How was the project (of non-inspection activity) prepared?		
b)	By a group/team established ad hoc to implement the project		Who were the members of the group? Staff of the General Labour Inspectorate Executive Agency
c)	By an external entity (e.g. another public authority or a private enterprise)		What was that entity? (What were those entities?) EU-OSHA experts
7.	Was the project (of non-inspection activity) related to an inspection task?		What was the title of the inspection task? Checking the effectiveness of the measures taken, including inspecting the measures approved in the occupational safety and health program to limit/address the causes of the occurrence of MSDs, and familiarizing the staff with them and, accordingly, complying with them. What was the scope of the inspection task? Establishing whether the risks on each workplace, related to MSDs, are subject to appropriate assessment and control by the employer and, accordingly, whether the necessary prevention measures have been taken To what sector did the group of inspected establishments belong, etc.? Enterprises from the agri-food industry and the construction sector
8.	During which phase was the inspection task launched?		<input checked="" type="checkbox"/> during the non-inspection activity, Comments: When visiting the sites, after talking to the workers and the representatives of the

			employers and handing out information materials
9.	What components were included in the plan of actions (of non-inspection activity)?		Awareness-raising, dissemination of information materials in connection with the manifestations of MSDs, filling in checklists
10.	How was the target group of the non-inspection activity specified?		
a)	In the plan of the non-inspection activity.		Company analysis in accordance with the established risk potential of the companies from the specific sectors
11.	What criteria were used while selecting the target group?		Analysis of the companies that operate in the above-said sectors, depending on the infringements established at previous inspections
12.	Were IT tools used to identify the priority area in the described non-inspection project?		<p>- a brief description of IT tools</p> <p>IT tool for assessing the risk potential according to data collected from various information systems, including the information system of the Labour Inspectorate in relation to the infringements established at previous inspections. This method of assessing the risk potential makes it possible, when planning the control activity, to check the objects of control with the highest risk in view of the assessment made.</p> <p>- what data was analyzed to determine the priority area?</p> <p>Number of enterprises and the estimated risk potential of the enterprises in the agri-food industry and the construction sector</p>
D. Types of tasks undertaken during implementation of the non-inspection activity			

			<p>What percentage of the target group was reached by the message via each of the mass media involved in the non-inspection activity?</p> <p>No analysis has been made of the percentage of the target group reached.</p>
E. Methods of disseminating information about the project of the non-inspection activity			
F. Evaluation of the non-inspection activity. Methods and tools used to evaluate non-inspection initiatives.			
19.	Were the project results evaluated?		<p>If so, what indicators were used for evaluation?</p> <p>Simple arithmetic mean value for the most frequently used methods and tools</p>
20.	How were the project results evaluated?		
a)	Was any final summary evaluation of the non-inspection activity made?		<p>If so, what was the scope of such evaluation?</p> <p>Summarizing the results for the reference period based on the information gathered from the unstructured interviews with the workers and the checklists completed by the employers/their representatives</p>
b)	Were partial assessments made during the non-inspection activity?		<p>If so, what was the frequency of partial assessments?</p> <p>The information was sent on a monthly basis to staff of the Labour Inspectorate in the headquarters</p> <p>What was the scope of partial assessments?</p> <p>Summarizing the information collected through the checklists and from the workers</p>
c)	Did you prepare a formal document with evaluation of the promotional campaign after its completion?		<p>The formal document on evaluation was prepared by:</p> <p><input checked="" type="checkbox"/> the labour inspectorate</p> <p>If so, what aspects of the evaluation were included in the report?</p> <p>The assessment covered the number of visits and sites visited, the size of the</p>

			enterprises visited, identification of major gaps in the risk management system.
21.	Were the effects of the non-inspection activity evaluated?		Prescriptions given to improve the measures for elimination of the factors leading to the occurrence of MSDs and follow-up inspection, to attain a long-lasting effect for minimization of the risks related to MSDs
22.	What tools and methods were used to evaluate the effects of the non-inspection activity?		
a)	Evaluation by labour inspectors during inspection of establishments covered by the promotional campaign.		<p>Inspectors were provided with:</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> checklists <input checked="" type="checkbox"/> others (please specify) <p>Unstructured interviews with the workers found at the sites visited</p> <p>If so, what was the percentage of information provided by labour inspectors in the overall pool of information about the effects of the promotional campaign?</p> <p>100% of the information was received from the Labour Inspectorate, as the campaign was conducted at national level with the assistance of representatives of the 28 regional Labour Inspectorate Directorates.</p>
b)	Checklists filled out by establishments covered by the promotional campaign.		<p>If so, were the checklists randomly verified by labour inspectors?</p> <p>Labour inspectors participated during the filling in of the checklists, assisting the process of completion in case of queries</p> <p>If so, what was the percentage of the checklists randomly verified by labour inspectors?</p> <p>100%</p>
c)	Questionnaires (surveys) addressed to establishments covered by the campaign.		<p>The questionnaires were:</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> signed <input checked="" type="checkbox"/> anonymous

		<p>If both types of questionnaires were used, who were the signed questionnaires addressed to and who were the anonymous questionnaires addressed to?</p> <p>Signed ones to the employers and anonymous ones to the workers</p> <p>If so, what was the ratio of respondents in the overall group of establishments covered by the promotional campaign?</p> <p>1 to 20</p> <p>If so, please specify what (groups of) entities filled out the questionnaire?</p> <p>employers and workers</p>
d)	Other tools and methods applied during evaluation of the promotional campaign.	<p>Please specify.</p> <p>Reports from the individual regional Labour Inspectorate Directorates as regards the activities carried out locally</p>