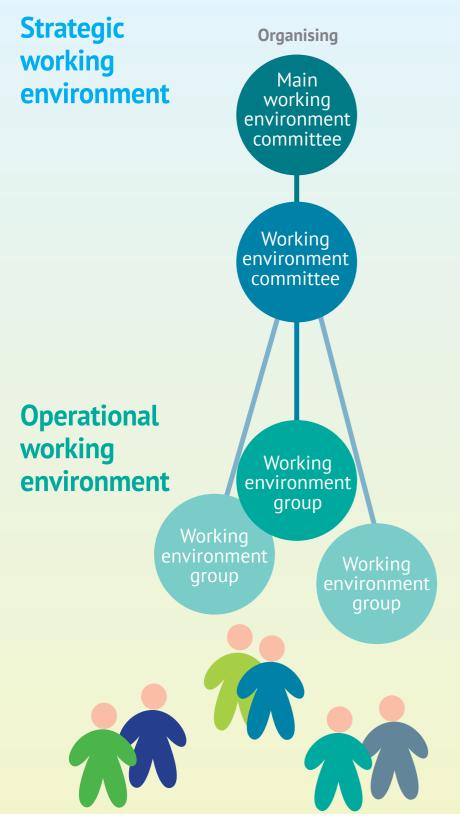
Outline of preventive tasks and methods



Strategic tasks

plan, manage and coordinate
organising the working
environment activities
information and
consultation
prevention and accident
investigation
co-operation internally and
in relation to others
training and skills
development

Operational tasks

planning and prevention
performing workplace
assessments
risk mitigation and inspection
investigating accidents and
near misses
influence, information and
education
contact to the working
environment committee

Strategic methods

working environment policy
working environment strategy
annual discussion of the working environment
knowledge sharing
skills development
certification of the working
environment
working environment report
working environment culture
in the workplace

Operational methods

registration of near misses
prevention principles
workplace assessment
machine operating
instructions
instructions in the workplace
Requirements for suppliers
and external workmen
Onboarding and training of
new employees
inspection of the working
environment
rounds and inspection
routines

Co-operation methods

process tools
aligning expectations
respect for each other's
roles and tasks
problem management
holding of meetings
completion of projects
conflict resolution
co-operation systems

The physical working environment

musculoskeletal disorder
heavy lifting
working postures
monotonous, strenuous work
noise and dust
chemical substances and
materials
indoor climate
office workplaces
personal protective equipment
pregnant and breastfeeding
women
young persons under the age
of 18
night work

Attitudes

safety culture
measuring opinions
influencing opinions
health promotion
health environment
the inclusive labour
market

The mental working environment

positive working
environment factors

well-being
social capital

mental risk factors

methods in the mental
working environment

Industrial injuries

industrial accident
occupational disease
first aid
accident investigation
reporting of industrial
injuries
industrial injury
compensation

The outline is for guidance only. It is up to the organisation to decide what constitutes a strategic and operational working environment, and the topics may cover both levels.