World Bank Group Directive

Occupational Health and Safety

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Content
Defines the Occupational Health and Safety Management System for WBG

Applicable to
IBRD, IDA, IFC, MIGA, ICSID

Issuer
President, IBRD, IDA, MIGA, IFC

Sponsor
Vice President, HRDVP
SECTION I – PURPOSE AND APPLICATION


2. This Directive applies to the World Bank Group.

SECTION II – DEFINITIONS

As used in this Directive, the capitalized terms and abbreviations have the meanings set out below:

1. **Accident** - An undesirable even that leads to injury, death, ill health or other loss such as damage to property

2. **Continual Improvement Process** - A cyclical process that repeats stages of planning, action, measurement & evaluation, and correction & improvement, leading to an ongoing overall improvement of working conditions.

3. **Contractor** – means a company, organization or a separate entity of it, such as an affiliate, division, or plant, that performs services and or supplies goods under contract to the World Bank Group.

4. **Decision** – means selection of a course of action in a particular situation.

5. **Hazard** - A condition, object or agent that has the potential to cause harm to Staff.

6. **Health** - A state of complete physical, mental and social well-being, and not merely the absence of disease.

7. **Incident** – means a natural, accidental or deliberate event that may result in potential or actual harm to either Staff or Property or an unplanned, significant negative deviation from the expected delivery of products or services.

8. **Manager** – means Staff identified as a manager in the Human Resources system.

9. **Occupational Health and Safety (OHS) Management System** – the overall management system that enables the conduct of WBG business while providing for Occupational Health and Safety of WBG Staff.


11. **Physical Work Environment** - A part of the workplace facility that can be detected by human or electronic senses, including the structure, air, machines, furniture, products, chemicals, materials and processes that are present or that occur in the workplace, and which can affect the physical or mental Safety, Health and well-being of Staff.
the Staff performs his/her tasks outdoors or in a vehicle, then that location is the physical work environment.

12. **Property** – means the physical assets of the WBG’s business operations, including all WBG Institution owned and leased facilities and their respective owned or leased contents and effects (e.g., equipment, vehicles, and physical information assets).

13. **Psychosocial Work Environment** - The organization of work and the organizational culture; the attitudes, values, beliefs and practices that are demonstrated on a daily basis in the enterprise, and which affect the mental and physical Health of Staff.

14. **Responsibility** – means the duty to perform activities and make Decisions with respect to a functional area.

15. **Risk** – means a measure of potential harm from hazard to Staff that encompasses event likelihood and impact.

16. **Safety**, means the state of being protected against physical, psychosocial, financial, or other types or consequences of failure, error, Accidents, or harm. This can take the form of being protected from the event or from exposure to something that causes health or economic losses, and can include protection of people or possessions.

17. **Staff** – persons holding an appointment under Staff Rule 4.01, “Appointment”.

18. **World Bank Group or WBG** – is the common name used for concurrent identification of all the WBG Institutions.

19. **WBG Institution or Institutions**: Any one of the International Bank for Reconstruction and Development (IBRD), the International Development Association (IDA), International Finance Corporation (IFC), Multilateral Investment Guarantee Agency (MIGA), and International Centre for the Settlement of Investment Disputes (ICSID).

20. **Workplace** – WBG location where physical and/or mental WBG activity occurs. Such activity occurs in WBG indoor and outdoor locations, and WBG vehicles.

**SECTION III – SCOPE**


2. Components of the OHS Management System Include
   
   A. Hazard identification  
   B. Risk assessment  
   C. Risk mitigation  
   D. Reporting  
   E. Monitoring  
   F. Evaluation  
   G. Continuous improvement
3. OHS is fully integrated in all WBG actions and locations.

4. Regular reviews ensure that the established OHS objectives and targets are met and measured.

5. The components of OHS Management System are continuously improving through monitoring and evaluation processes.

**ROLES AND RESPONSIBILITIES**

6. Responsibility for Occupational Health and Safety is shared by all World Bank Group Staff, including senior management, managers, and supervisors, as well as Contractors and visitors.

7. The key roles and responsibilities within the OHS Management System are as follows.
   - **A. The President:** establishes and updates the OHS Management Strategy with advice from the Occupational Health and Safety Committee. Allocates adequate resources to OHS Directive implementation;
   - **B. The Occupational Health and Safety Committee:** guides, monitors, reviews and improves the OHS Management System, reporting directly to the President and the senior management;
   - **C. Managers and supervisors** are responsible for the occupational Health and Safety of the Staff members who they oversee in the Human Resources system.
   - **D. Staff** are responsible for the Health and Safety consequences of their own actions on themselves and others. Any Health and Safety concerns are reported immediately to the OHS Management System.
   - **E. Contractors, and visitors on WBG premises** are responsible for the Health and Safety consequences of their own actions on themselves and others. Contractors report any Health and Safety concerns to their contract supervisors, and visitors to Security.

**COMMUNICATION**

8. Information relating to the OHS Management System is accessible and available to all Staff. There is bi-directional communication between the management system and Staff.

**WBG OHS MANUAL**

9. WBG’s existing policies, directives, procedures, and guidance related to OHS are compiled into an OHS Manual and updated as necessary by the OHSC secretariat.

**GOVERNANCE**

10. The implementation of this Directive is overseen by the World Bank Group Occupational Health and Safety Committee (OHSC), established by the President of the World Bank Group. The responsibilities, membership, reporting and communications are defined in the WBG Procedure: Occupational Health and Safety Committee.

**SECTION IV – EXCEPTION**

None
SECTION V – WAIVER

Any provision on this Directive may be waived by Issuer.

SECTION VI – OTHER PROVISIONS

As Committee titles, position titles, or office titles stated in this Directive change after this Directive’s issue date, this Directive is understood to apply to the successor equivalent titles.

Section VII – TEMPORARY PROVISIONS

None

SECTION VIII – EFFECTIVE DATE

This Directive is effective as of the date on its cover page.

SECTION IX – ISSUER

The Issuer of this Directive is the World Bank Group President.

SECTION X – SPONSOR

The Sponsor of this Directive is World Bank Group Human Resources Development Vice President (HRDVP).

SECTION XI – RELATED DOCUMENTS

Principles of Staff Employment 02 – General Obligations of the World Bank and IFC
Staff Rule 3.00 Office of Ethics and Business Conduct
Staff Rule 3.01 Standards of Professional Conduct
Staff Rule 4.01 Appointment Types

Questions regarding this Directive should be addressed to the Sponsor.

[ANNEX(S)]

None