

# FYi



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# SAFETY IN THE OFFICE



# SAFETY IN THE OFFICE



## OFFICE ACCIDENTS

Most office accidents result from slip, trips and fall, lifting objects, punctures or cuts and being caught in or between things.

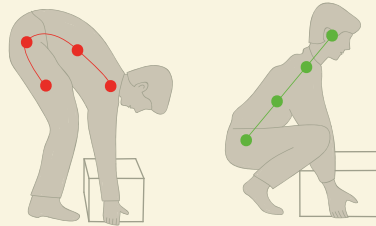
Slips are caused by slippery floors, uncleaned spillages or gripless shoes. Trips occur over objects lying on the ground or jutting out into aisles or because of poorly maintained floor surfaces. Falls can be from ladders or from standing on chairs to reach an object.

Many of these accidents can be avoided by simple planning and good housekeeping.

- Traffic ways and aisles should be well lit, and be kept clear of materials, equipment, rubbish and electric leads,
- Floors should be level and the use of mats discouraged. Spilled liquids and anything else dropped on the floor should be immediately picked up or cleaned,
- Free standing fittings should be completely stable or secured to the wall or floor. Filing cabinets should be placed so that they do not open into aisles and should never be left with cabinet drawers open. For stability load cabinets starting from the bottom and do not open more than one drawer at a time,
- Office machines and equipment should be kept in good working order. Equipment using hand-fed processes such as electric staplers and paper guillotines should be guarded and staff trained in their proper use,
- Many pieces of equipment using electricity can mean trailing cables, overloaded circuits, broken plugs and sockets. Ensure that these dangers are seen to by qualified personnel.

## MANUAL HANDLING

Manual handling is a term used to describe everyday type activities such as carrying, stacking, pushing, pulling, rolling, sliding, lifting or lowering loads. For office workers this can include task such as moving boxes of stores, filing, setting equipment from cupboards and filling the photocopying machine with paper.



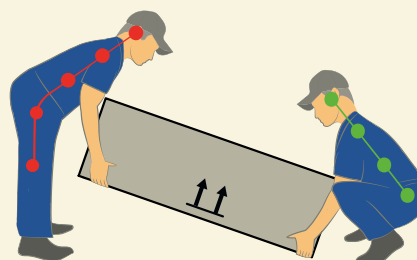
Bad

Good

A common office hazard is the manual movement of loads leading to back injuries and pain in hand, wrist and neck. To reduce the likelihood of these types of accidents the requirements are:

- remove the need for manual handling that could be the cause of injury,
- identify those tasks where manual handling cannot be avoided and assess the risk of injury,
- reduce the risk of injury by rearranging the work being done (e.g. have paper delivered to photocopier by hand truck rather than manually carrying it from stores, reduce weight to be lifted, etc.)
- provided manual handling training to workers who need it (messengers, service attendants etc.) and give them information on the weights being lifted and how to plan a lift.

If cabinets, desks or other heavy office equipment have to be moved, do take particular precautions which would include providing hand truck or trolleys and using team lifting. More details, please refer to Guidelines on Manual Handling.



Bad

Good

## WORK EQUIPMENT

Equipment used in the office (e.g. paper shredders, photocopiers, fax-machines, printing machines) should be used in accordance with suppliers instructions and should be kept in good condition at all time, be repaired or serviced by qualified persons and any defects reported to the office manager.

Passenger lift should be thoroughly examined on a regular basis by a competent person as required by the Factories and Machinery (Electric Passenger and Goods Lift) Regulations 1970. Ensure any contract maintenance staff using/operating office equipment are given the same health and safety protection as regular office workers.

## CHEMICAL

Small quantities of chemical are used in the office and include printing inks, photocopier toners, cleaning chemicals and correction fluids. Ensure office workers are aware of their hazards.



These hazards together with the appropriate safeguards are normally detailed in the material safety data sheets (available from supplier). Keep these sheet up-to-date and keep them in a location where workers can consult them easily.

## EMERGENCIES

The type of emergencies that could occur in the office include fires, gas leaks and lift failure.



To ensure an orderly evacuation from the office an emergency plan should be prepared and tested on a regular basis. The plan should cover fire drills/safe evacuation, how to shut off machine and leave the workplace safe, name persons who are responsible for the evacuation and calling the emergency services, and detail the assembly areas. The emergency plan can be part of a safe work procedure.

## STRESS

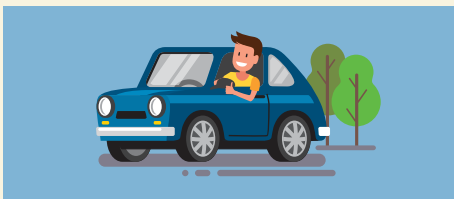
Workplace stress is of increasing concern in offices and is still poorly understood. Stress arises when the demands on the worker exceed the capacity to cope. Stressful situations should be



identified in the office and safeguards must be implemented at organisational level to minimise the risk. This might mean making changes in the organisation of the work.

## TRANSPORT

A number of office workers have been killed going to and coming from the office by car, lorries and other vehicles in the office car park. Make sure walkways in car park are suitably lit and there is safe means for pedestrians and vehicles to circulate.



## KEYBOARD EQUIPMENT

Office workers of all kinds spend many hours using a variety of keyboard equipment. Keyboard equipment that is properly selected, coordinated and adjusted will help prevent a range of injuries caused by overuse, poor posture and poor lighting.

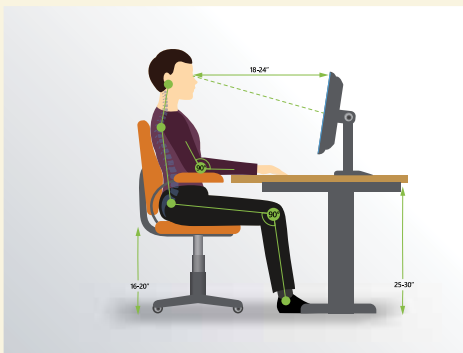


Figure 1: Workstation set-up for keyboard operate.

## WORKSTATION CHECKLIST FOR KEYBOARD WORKERS

Well adjusted chairs improve body position and blood circulation, reduce muscular effort and decrease pressure on the workers back. Chair should swivel, have five wheels for stability, breathable fabric on the seat, a rounded front edge and have adjustable seat height and backrest for lumbar support.

### Work surface height

Adjust the height of the work surface and/or the chair so that the work surface is approximately at finger length below the height of the elbow when seated. See figure 2.

### Chair

Adjust the seat tilt so that you are comfortable when using the keyboard. Usually this will be close to horizontal but tilted slightly forwards. If this places an uncomfortable strain on the leg muscles or if the feet do not reach the floor then a footrest should be used. Adjust the back rest so that it supports the lower back when you are sitting upright. See figure 2.

### Keyboard placement

Place the keyboard in a position that allows the forearms to be close to horizontal and the wrists to be straight. This is, with the hand in line with the forearm. If this causes the elbows to be held far out from the side of the body re-check the work surface height.

### Screen placement

Set the eye to screen distance at the distance that permits you to most easily focus on the screen. Usually this will be within an arms length. Set the height of the monitor so that the top of the screen is below eye level and the bottom of the screen can be read without the marked inclination of the head.

Usually this means that the centre of the screen will need to be near shoulder height. Recommended dimensions for viewing distance to work;

- Minimum 350 mm
- Maximum 750 mm
- Height of display 10 - 40 below eye level

### Desk-top layout

Place all controls and task materials within comfortable reach of both hands so that there is no unnecessary twisting of any part of the body.

### Document holder

Place this close to the monitor screen in the position that causes the least twisting or inclination of the head.

### Posture and movement

Change posture at frequent intervals to minimise fatigue. Avoid awkward posture at the extremes of the joint range, especially the wrists. Take frequent short rests rather than infrequent longer rests. Avoid sharp increases in work rate. Changes should be gradual enough to ensure that the workload does not result in excessive fatigue. After prolonged absences from work the overall duration of periods of keyboard work should be increased gradually if conditions permit.

## WORKSTATIONS DIMENSIONS

Recommended dimensions for seated and standing work are given in figures 2 and figure 3. These recommendation are base on International Labour Office (ILO) Higher Productivity and A Better Place to Work - 1988.

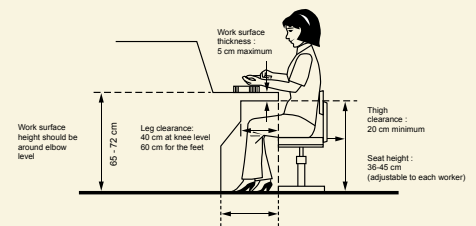


Figure 2: Recommended dimensions for seated tasks

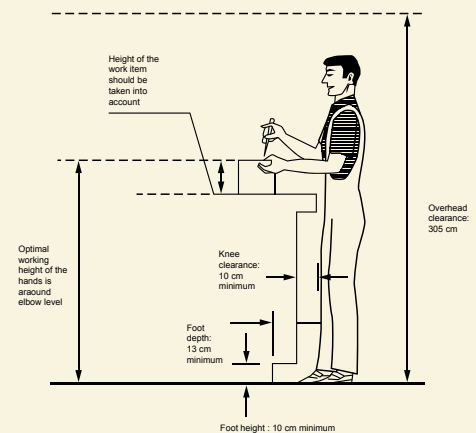


Figure 3: Recommended dimensions for standing tasks

## SEMINAR PENGURUSAN KESELAMATAN DAN KESIHATAN PEKERJAAN DI SEKOLAH

Pada 14 Mac 2017, NIOSH telah mengadakan Seminar Pengurusan Keselamatan dan Kesihatan Pekerjaan di Sekolah atau lebih dikenali sebagai OSH In School. Objektif utama program ini diadakan adalah bagi mewujudkan persekitaran sekolah yang selamat dan sihat kepada guru, kakitangan dan juga murid semasa berada di sekolah. Selain memupuk kesedaran terhadap Keselamatan dan Kesihatan Pekerjaan (KKP) di sekolah, program ini juga memastikan sekolah sebagai zon selamat bagi murid dan warga sekolah yang lain. Program ini diadakan bagi memupuk kesedaran tentang

amalan budaya selamat di sekolah yang mana sekolah juga tidak terlepas dari menghadapi kemalangan yang melibatkan pelajar sekolah.

Seminar Pengurusan Keselamatan dan Kesihatan Pekerjaan di Sekolah anjuran NIOSH dengan kerjasama Kementerian Pendidikan Malaysia telah dirasmikan oleh YB Dato' Sri Richard Riot Anak Jaem, Menteri Sumber Manusia. Penyertaan seminar ini terdiri dari guru-guru, para pentadbir sekolah dan dari Jabatan Pendidikan seluruh Selangor.



## LAWATAN KERJA RASMI DELEGASI MENTERI TENAGA KERJA, ARAB SAUDI KE NIOSH

Satu lawatan kerja rasmi delegasi Menteri Tenaga Kerja, Arab Saudi ke NIOSH telah diadakan pada 2 Mac 2017. Lawatan kerja TYT Dr Ali bin Nasser AlGhufies, Menteri Buruh dan Pembangunan Sosial Arab Saudi ini tiba pada pukul 11.30 pagi disambut oleh pihak pengurusan tertinggi NIOSH. Delegasi ini telah diberikan taklimat ringkas berkaitan peranan dan tanggungjawab NIOSH sebagai sebuah institusi yang menjalankan aktiviti latihan, perundingan, penyelidikan dan penyebaran maklumat bagi aspek Keselamatan dan Kesihatan Pekerjaan.



Delegasi ini dibawa meninjau dan melihat secara dekat aktiviti yang dijalankan oleh NIOSH. Selesai taklimat, barisan delegasi dibawa melawat ke beberapa bahagian NIOSH seperti Pusat Simulasi Ruang Terkurung, Makmal Higen Industri, Gymnasium, Klinik Kesihatan Pekerjaan, Perpustakaan, Dewan dan Bilik-bilik Latihan. Sesi lawatan berjalan lancar dan berakhir pada pukul 1.00 tengahari. Diharap dengan lawatan yang singkat ini, NIOSH akan dapat menjalinkan hubungan kerjasama dengan negara-negara luar di dalam bidang Keselamatan dan Kesihatan Pekerjaan (KKP) di masa akan datang.

## PERASMIAN PEMBUKAAN PEJABAT NIOSH WILAYAH UTARA DI MANJUNG



Setelah hampir 3 bulan beroperasi, tanggal 30 Mac 2017 dengan rasminya pejabat NIOSH Wilayah Utara di Manjung telah dibuka. Pembukaan NIOSH Wilayah Manjung dirasmikan oleh Pengerusi NIOSH YBhg Tan Sri Datuk Seri Lee Lam Thye. Tarikh bersejarah terlakar di lipatan sejarah NIOSH Wilayah Utara di Manjung. Semoga dengan tertubuhnya satu lagi cawangan NIOSH Wilayah Utara khususnya dan secara amnya NIOSH Malaysia, maka akan tercapailah visi, misi dan objektif penubuhan NIOSH.

Dengan adanya pejabat baru di Manjung, Perak ini, NIOSH Malaysia telah melebarkan rangkaianannya di sebelah Utara dan diharap dengan adanya pejabat baru ini dapat memenuhi permintaan dalam kursus keselamatan dan kesihatan pekerjaan yang semakin meningkat.

## KEJOHANAN BOLING NIOSH 2017

Pada 25 Mac 2017, telah berlangsung acara Kejohanan Boling NIOSH 2017. Acara tahunan ini dianjurkan oleh Kelab Kebajikan dan Sukan Institut (KKS) dan Puspanita NIOSH yang disertai oleh kakitangan NIOSH. Bertempat di Ampang Superbowl@ Bangi Gateway Bandar Baru Bangi, Selangor di mana 30 penyertaan dipertandingkan. Tahun ini NIOSH amat berbesar hati dengan penglibatan wakil daripada pejabat-pejabat wilayah NIOSH.

Kategori yang dipertandingkan adalah Berkumpulan dan Perseorangan. Pendaftaran peserta bermula 9.30 pagi disusuli ucapan perasmian oleh Pengarah Eksekutif NIOSH Tuan Haji Zahrim Osman sebelum pertandingan dimulakan. Sebelum pertandingan bermula, para peserta diberi latihan senaman regangan bagi



meningkatkan stamina para peserta. Semua pemain menunjukkan bakat masing-masing pada hari tersebut dan pemenang-pemenangnya adalah;

Kategori **Berkumpulan** dimenangi oleh;  
Kumpulan Ultras Malaya  
Jatuhan pin : 1727

Ahli:  
1. Mohd Zaki Mohd Zain  
2. Musfaarfana Nasirun  
3. Noraini Suberi  
4. Nurazim Mohd Yusof

Kategori **Individu Lelaki** dimenangi oleh;  
Najmie Che Ali (NIOSH Cawangan Terengganu)  
Jatuhan pin : 491

Kategori **Individu Perempuan** dimenangi oleh;  
Cik Ernie Sazlien Baharudin (Bahagian IDD)  
Jatuhan pin : 447

Syabas diucapkan kepada pemenang-pemenang Kejohanan Boling NIOSH 2017. Diharap dengan adanya acara seumpama seperti ini selain dapat menyertai pertandingan dan dapat menghilangkan tekanan, tanya juga dapat mengeratkan silaturahim antara sesama kakitangan NIOSH.

**Petaling Jaya**

**Pekerja warga Nepal maut tersepit mesin**



MANGSA maut akibat tersepit mesin.

Pekerja warga Nepal maut selepas tersepit pada sebuah mesin pemrosesan ketika melakukan kerja pemencilan produk makanan di Jalan SS225, di sini, jam 3 petang kelmarin.

Mangsa berusia 20-an ditemui rakan sekerja dalam keadaan bertumuran darah.

Jurucakap Persatuan Badan Sabit Merah Malaysia

(PESMM) berkata, pihaknya menerima panggilan kecemasan daripada orang awam. "Sepatutan anggota perubatan bersama sebuah ambulans dihantar ke lokasi. Mangsa dipercayai secara tidak sengaja tertelakan suis menyebabkan mesin terbahut berputing sebaham dia tersangkut pada bahagian berkenaan. "Mangsa yang parah di belakang badan dan

perut disahkan mati di lokasi," katanya. Memurutnya, mangsa kemudian dibawa ke Pusat Perubatan Universiti Malaysia (PPUM) untuk bedah lasat. Ketua Polis Daerah Petaling Jaya Asisten Komisyoner Mohd Zani Che Din mengesahkan kejadian tersebut. "Kes didaftarkan sebagai mati mengejut (SDR)," katanya.



LEE Lam Thye ketika melawat Kampus Institut Keselamatan dan Kesihatan Pekerjaan Negara (NIOSSH) di Kemaman, Terengganu semalam.

**Kampus NIOSH latih 25,000 pekerja**

**KEMAMAN 12 Mac** - Kampus Institut Keselamatan dan Kesihatan Pekerjaan Negara (NIOSSH) di sini yang diwujudkan beroperasi pertengahan tahun ini berupaya melatih sehingga 25,000 pekerja. Pengurus NIOSH, Tan Sri Lee Lam Thye berkata, jumlah itu menunjukkan peningkatan berbanding 20,000 pekerja sebelum ini.

"Dengan adanya pusat kecemerlangan NIOSH, saya yakin in-

dustri minyak dan gas yang pesat membangun di Pantai Timur mampu mengekalkan tahap keselamatan dan kesihatan pekerjaan yang tinggi selain menepati piawaian antarabangsa," katanya kepada pemberita selepas melawat tapak projek kampus tersebut di sini hari ini.

Pembinaan kampus yang menempatkan dua tingkat dan dilengkapi dengan peralatan canggih itu melibatkan pe-

runtaikan sebanyak RM4.6 juta. Menurut beliau, secara keseluruhan, NIOSH melatih kira-kira 120,000 pekerja setiap tahun dalam pelbagai bidang berkaitan keselamatan, serta kesihatan pekerjaan justeru mewujudkan kampus itu penting kepada industri minyak dan gas.

Lam Thye memberitahu, NIOSH menerima permintaan tinggi bagi kursus keselamatan dan kesihatan pekerjaan berkaitan bi-

odustri petroleum dan gas khususnya di kawasan pertumbuhan industri itu di Keroh, Terengganu; Pengarang, Johor serta Bintulu, Sarawak.

"Bagi wilayah Pantai Timur, NIOSH menjangka peningkatan berterusan untuk latihan apabila Kluster Minyak, Gas dan Petrokimia di bawah inisiatif Wilayah Ekonomi Pantai Timur (OCER) terus berkembang maju," jelasnya.

**PEKERJA WARGA NEPAL MAUT TERSEKIT MESIN**

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**Page number:** 4

**KAMPUS NIOSH LATIH 25,000 PEKERJA**

**Publication:** Utusan Malaysia  
**Date of Publication:** 13 March 2017  
**Page number:** 7

**KEMALANGAN ESKALATOR**

**NIOSH mahu audit keselamatan eskalator dibuat lebih kerap**



Lee Lam Thye

**Kuala Lumpur:** Institut Keselamatan dan Kesihatan Pekerjaan Negara (NIOSSH) mengesahkan pengurusan bangunan dan syarikat pengendali eskalator melakukan audit keselamatan terhadap kemudahan itu dengan lebih kerap terutama pada hujung minggu dan musim cuti sekolah.

Pengerusinya, Tan Sri Lee Lam Thye, berkata kemalangan membabitkan orang dewasa beberapa hari lalu dilihat sesuatu yang membimbangkan kerana sebelum ini mangsa adalah kanak-kanak.

**Tugas pemilik bangunan**

Katanya, mengikut Akta Keselamatan dan Kesihatan Pekerjaan (OSHA) 1994, menjadi tanggungjawab majikan dan pemilik bangunan memastikan eskalator di premis masing-masing berada dalam keadaan

baik dan selamat untuk digunakannya.

Katanya, pihak berkenaan juga perlu meletakkan papan tanda bagi memberi amaran kepada orang ramai ketika kerja penyelenggaraan dilakukan.

**Siaraya cara guna**

"Saya berharap pusat beli-belah akan turut membuat pengumuman melalui sistem siaraya bagi mengingatkan orang ramai mengenai cara menggunakan eskalator, travelator dan lif dengan selamat.

"Kerja membaik pulih eskalator perlu dijalankan syarikat dan jurutera diiktiraf Jabatan Keselamatan dan Kesihatan Pekerjaan (JKKP) dan setiap eskalator perlu mendapat kelulusan jabatan itu sebelum boleh digunakan.

"NIOSSH juga berharap operator pasar raya akan mendapatkan khidmat arkitek dan pakar eskalator

untuk mencadangkan reka bentuk lebih selamat bagi mengelak tragedi yang boleh menyebabkan kecederaan dan kematian," katanya dalam kenyataan semalam.

Pada 5 Mac lalu, seorang pelajar wanita berusia 20 tahun cedera apabila betis kanannya ditusuk besi eskalator di sebuah pusat beli-belah manakala pada 8 Mac, wanita berusia 38 tahun cedera di bahagian jari kaki apabila tersepit di travelator di sebuah pusat beli-belah di Subang Jaya.

NIOSSH menggariskan tujuh langkah bagi menjamin keselamatan pengguna eskalator antaranya, memakai kasut bersejajam selain memastikan tali kasut diikat kemas.

Langkah lain ialah sentiasa memegang tangan kanak-kanak yang ada bersama dan tidak membenarkan mereka duduk atau bermain di atas eskalator.

RICHARD (dengah) merasmikannya pada Cerai Perdana KKP di Industri Pembinaan (Pengurusan) 2017 di Tapak Pembinaan Perseki F, di Putrajaya, semalam.



**■ Majikan perhamba pekerja berdepan tindakan undang-undang**

**Nasyirah Marzuki**  
ang@metro.com.my

**Putrajaya**

**T**indakan undang-undang boleh dikenakan terhadap majikan yang menjalinkan 13 individu warga tempatan di ladang di Kampung Tasik, Pengkalen Hulu, Perak. Aduan sebagai hamba abdi dengan durah bekerja 12 jam sehari tanpa cuti.

Menzuri Sumber Manusia Darul Seri Richard Riot berkata, pihaknya tidak berkepujian terhadap mana-mana majikan yang ditagani menindas pekerja dan melanggar peraturan ditetapkan kerajaan.

"Saya dilahamkan hari-bari ini berlaku perincian majikan mereka dengan memberi bayaran malar dan bekerja 12 jam, perkerja ini tidak sepatutnya terjadi.

lmenterian memantau dan membuat siasatan terperinci supaya kita boleh ambil tindakan ke atas majikan yang tidak berperikemanusiaan itu," katanya selepas membuat lawatan ke tapak pembinaan Perseki F dan Majlis Pelancaran Garis Panduan Keselamatan dan Kesihatan Pekerjaan (KKP) di Industri Pembinaan (Pengurusan) 2017, di sini, semalam.

Hadiri sama Timbalan Menteri Sumber Manusia Darul Seri buali Abd Mutalib dan Ketua Pegawai Eksekutif Putrajaya Holdings (PJH) Darul Azlan Abdul Karim.

Richard berkata, kementerian menandatangani perjanjian itu dan mengambil tindakan sewajarnya terhadap majikan yang melakukan perbuatan itu.



LAPORAN Harian Metro, 27 Februari lalu.

Sementara itu, Timbalan Menteri Sumber Manusia Darul Seri buali Abd Mutalib dan Ketua Pegawai Eksekutif Putrajaya Holdings (PJH) Darul Azlan Abdul Karim.

"Saya dilahamkan hari-bari ini berlaku perincian majikan mereka dengan memberi bayaran malar dan bekerja 12 jam, perkerja ini tidak sepatutnya terjadi.

**NIOSH MAHU AUDIT KESELAMATAN ESKALATOR DIBUAT LEBIH KERAP**

**Publication:** Berita Harian  
**Date of Publication:** 12 March 2017  
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**'TIDAK PATUT!' MAJIKAN PERHAMBAN PEKERJA BERDEPAN TINDAKAN UNDANG-UNDANG**

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**Date of Publication:** 1 March 2017  
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RICHARD (tengah) melancarkan buku Perseminar Seminar Pengurusan Keselamatan dan Kesihatan Pekerjaan di Sekolah 2017 di NIOSH, Bangi, sambil diperhatikan Lee (kanan) dan Aminuddin.

## Perkasa keselamatan sekolah

**Ringkas:** Sekolah yang mempunyai lebih 40 kakitangan perlu membubuhkan jawatankuasa khas keselamatan dan kesihatan dalam usaha memperkasakan kesedaran mengenai keselamatan di sekolah mulai tahun ini.

Menteri Sumber Manusia Datuk Seri Richard Riot Jaem berkata, usaha itu akan diterapkan di sekolah seluruh negara bagi membantu kerajaan mengurangkan kadar kemalangan dan penyakit di tempat kerja.

Katanya, ia antara pendekatan Pengurusan Keselamatan dan Kesihatan Pekerjaan di Sekolah (OSH in School) yang dilaksanakan secara menyeluruh dan terakhlak kepada Akta Keselamatan dan Kesihatan Pe-

kerjaan 1994.

"Program keselamatan dan kesihatan di sekolah yang dibuat sebelum ini tidak dilaksanakan secara menyeluruh menyebabkan masih berlaku kemalangan membabitkan pelajar di kawasan sekolah sejak beberapa tahun lalu.

"Oleh itu, 'OSH in School' dilaksanakan bagi memupuk kesedaran terhadap keselamatan dan kesihatan di sekolah secara serius," katanya pada sidang media selepas majlis perasmian Seminar Pengurusan OSH in School 2017 di

Menara NIOSH, di sini, semalam.

Menurutnya, seminar yang diadakan itu adalah hasil kerjasama Institut Keselamatan dan Kesihatan Pekerjaan Negara (NIOSH) dengan Kementerian Pendidikan Malaysia (KPM) yang membabitkan guru, pentadbir dan kakitangan sekolah.

Turut hadir Pengurus NIOSH Tan Sri Lee Lam Thye, Ketua Setiausaha Kementerian Sumber Manusia Datuk Seri Adenan Ab Rahman dan Pengarah Bahagian Pengurusan Sekolah Harian KPM Aminuddin Adam.



## PERKASA KESELAMATAN SEKOLAH

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## NIOSH NASIHAT RAKYAT MALAYSIA JANGAN MALAS

**Publication:** Utusan Malaysia  
**Date of Publication:** 5 March 2017  
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## NIOSH nasihat rakyat Malaysia jangan malas

**KUALA LUMPUR 4 Mac** - Institut Keselamatan dan Kesihatan Pekerjaan (NIOSH) menasihati rakyat Malaysia supaya tidak bersifat malas serta tidak menggunakan jalan pintas ketika menyeberang landasan kereta api.

Pengerusinya, Tan Sri Lee

Lam Thye menegaskan, sifat malas kerana tidak mahu menyusahkan diri perlu dielakkan kerana ia boleh menjejaskan dan mungkin membunuh seseorang.

"Sehubungan itu, saya men-



LEE LAM THYE

cadangkan agar pihak penguasa dan syarikat pengendali memasang lebih banyak papan tanda untuk memberi amaran kepada orang ramai mengenai risiko menyeberang landasan kereta api," katanya dalam kenyataan di sini hari ini.

Kelmarin, dua beradik berusia 36 dan 40 tahun maut selepas tercampak sejauh kira-kira tiga meter selepas dilanggar tren komuter berhampiran jejantas berdekatan Stesen Komuter Padang Jawa, Shah Alam, dekat sini.

Pada masa sama, Lam Thye meminta supaya penguatkuasaan dilaksanakan secara berkala untuk mendisiplinkan orang ramai terutamanya mereka yang suka memperjudikan nyawa dengan menyeberangi landasan kereta api.

"Kecenderungan melintas landasan kereta api boleh menyebabkan kematian. Penduduk perlu menghargai nyawa mereka dan juga orang tersayang dengan menggunakan jejantas yang dibina oleh pihak berkuasa," ujarnya.

## WHAT MUST BE DONE TO ENSURE SAFETY

**Publication:** News Straits Times  
**Date of Publication:** 13 March 2017  
**Page number:** 20

## ESCALATORS

## What must be done to ensure safety

**THERE** is an urgent need for building management entities and companies providing technical support to perform safety audit on the escalators in their premises.

They have to ensure that the escalators are safe to use, especially during weekends and school holidays.

The National Institute of Occupational Safety and Health is concerned about public safety following two recent incidents involving escalators.

On March 5, a 20-year-old woman injured her foot on the escalator at Sunway Pyramid while on March 8, a 38-year-old woman fractured her toes when her foot was caught in a travelator at a shopping mall in Subang Jaya.

These cases have highlighted once again the safety of escalator operations and usage.

Over the years, there have been numerous escalator accidents involving young chil-

dren due to negligence.

Department of Occupational Safety and Health Malaysia (DOSH) director-general Datuk Mohlar Musri had, in June last year, said 11,600 escalators were registered nationwide, with about 10 per cent of them not in use.

The department also received 31 reports of accidents involving escalators between 2011 and May 2015.

It also found that 2,747 escalators and elevators in Kuala Lumpur and Putrajaya failed to meet safety standards in 2014.

Under the Occupational Safety and Health Administration Act 1994, it is the responsibility of employers or building owners to ensure that the escalators in their premises are in safe working condition.

They must display proper signage on safety and remind people to be cautious during escalator maintenance.



The public must take precautions to prevent escalator mishaps.

The management of shopping complexes must pay more attention to safety and remind the public on the safe use of escalators, travelators and elevators.

All repair work must be undertaken by competent firms and engineers endorsed by DOSH, and all escalators must be certified by the department.

NIOSH hopes that mall operators will engage architects to incorporate safety features in escalators to prevent mishaps that could lead to injuries or death.

Apart from building owners, parents are also advised to guide

their children in using the escalators in shopping complexes. Users should take the following precautionary measures:

**MAKE** sure shoelaces are not loose and proper footwear is worn when using the escalator;

**ADULTS** should hold children's hands firmly and not allow them to sit or play on a moving escalator;

**FACE** forward, stand towards the middle of the steps and hold the handrail;

**DO** not stand to the side of the steps to avoid getting your foot trapped;

**KNOW** where the emergency Stop button is in case you need to stop the escalator;

**DO** not place bags or packages on the handrail; and,

**DO** not lean against the handrail.

Escalators are said to be among the safest forms of transportation, but accidents can occasionally occur as a result of unsafe riding practices such as using handphones while riding on an escalator.

So, the public must change their attitude and take precautions to prevent escalator mishaps.

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