



**Food and Agriculture  
Organization of the  
United Nations**

## **Restoring Livelihoods And Revitalizing Rural Communities Affected By Mines And Explosive Remnants Of War (Ukraine)**

**UNJP/UKR/040/WFP**

### **Occupational Health and Safety Plan**

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Restoring livelihoods and revitalizing rural communities affected by mines and explosive remnants of war: Occupational Health and Safety Plan

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## Introduction

This Occupational Health and Safety Plan (OHSP) has been developed for the Restoring livelihoods and revitalizing rural communities affected by mines and explosive remnants of war Programme. This OHS Plan has been prepared using the Ukraine law on occupational health and safety, the World Bank Group Environmental, Health, and Safety Guidelines (EHS Guidelines) more specifically the Guidance Note number 1.8 related to Contaminated Land, FAO Framework for Environmental and Social Management (FESM) and WHO permissible limits for heavy metals in plant and soil.

Moreover, other applicable Ukrainian regulations, resolutions, and ministerial instructions related to OHS aspects were used including:

- [Act on Labour Protection \(safety and health\) of 14 October 1992, as last amended by Act No. 229-IV of 21 November 2002.](#)
- [Decision about Measures to increase the level of chemical safety on the territory of Ukraine from March 19, 2021](#)
- [Order of the Ministry of Health Protection of Ukraine, No. 1595, from 14.07.2020, on the approval of the Hygienic regulations on the permissible content of chemical substances in the soil](#)

The aim of the OHS Plan is to outline the approach to health and safety that will be used by this programme. This approach will be used both during the during all phases but is especially relevant to the soil contamination testing and the remediation phase (Phase 2.2).

It also aims to highlight potential hazards specific to this programme, and to define the procedures by which these hazards shall be addressed. The objective of this Plan is also to educate and provide an overview of OHS requirements to be used by contractors and subcontractors working on the programme sites.

This Plan shall be reviewed and updated throughout the life of the programme to incorporate any changes the programme is likely to experience. Also, this Plan shall be reviewed and revised as necessary by the Office of Climate Change, Biodiversity and Environment (OCB) in coordination with the Programme Manager.

While FAO is responsible for mitigating among personnel and contractors risks of hazards related to the programme's nature, FAO shall not be liable for any illness or damage arising from, or directly or indirectly connected to, the Programme implementation. Including but not limited to any liability arising from any intentional or negligent actions, errors that may occur. The liability of FAO toward contractors is detailed article III of the Letter of Agreement legally binding FAO and its Service Providers; and article 10 – insurance and liability as well as 30 – labor; of the Service Contract legally binding commercial entities and FAO.

## 1. OBJECTIVES

The Occupational Health and Safety Plan aims to:

- Provide instruction and guidance to the Programme team, including contractors and subcontractors, on the development and implementation of programme specific Environmental, Social, Health and Safety requirements.
- Promote all healthy and safe working life and environment.
- Provide guidance on how to identify and incorporate safety considerations as related to detailed design and construction.
- Provide guidance on how to identify coordination and collaboration arrangements of the detailed design and execution phases of the programme.
- Provide the minimum requirements of safety in the programme site to be achieved.
- Inform contractors and subcontractors in advance of the Environmental, Social, Health and Safety requirements that shall be strictly enforced on the programme.
- Establish a framework for the implementation and sequencing of Environmental, Social, Health and Safety initiatives across the various phases of the programme.
- Establish roles and responsibilities associated with the OHS Plan.
- Eliminate and prevent any health, safety, community, and any OHS related hazards within the working environment of the programme.
- Promote safety consciousness among the staff, contractors and subcontractor and visitors within the programme sites.

## 2. SCOPE OF THE OCCUPATIONAL HEALTH AND SAFETY PLAN

This Occupational Health and Safety Plan applies to all activities and any deviation from this Plan must be with the prior approval of the FAO Environmental Safeguard Specialist. All parties involved in the programme activities shall adhere to this Plan and associated procedures until all activities are concluded and the sites are formally handed over to the farmers.

This plan will apply to activities implemented under the project Mine Action for Revitalization of Rural Communities (754438). The main partners of the project are the Ukrainian Researchers Society and the Institute for Soil Sciences Sokolovksy. The project duration from June 2024 to 31-December-2025.

### OHS MANUAL GOVERNING PROCEDURE

The Manual was prepared with reference to the national and international safety regulations including:

- [Act on Labour Protection \(safety and health\) of 14 October 1992, as last amended by Act No. 229-IV of 21 November 2002.](#)
- [Decision about Measures to increase the level of chemical safety on the territory of Ukraine from March 19, 2021](#)
- [Order of the Ministry of Health Protection of Ukraine, No. 1595, from 14.07.2020, on the approval of the Hygienic regulations on the permissible content of chemical substances in the soil](#)
- [WB General Environment, Health, and Safety Guidelines \(EHSG\) – 1.8 Contaminated land.](#)
- World Health Organization (WHO) (1996) Permissible Limits of Heavy Metals in Soil and Plants.

### 3. INFORMATION DISSEMINATION AND GRIEVANCE HANDLING

This section lays out the measures for information dissemination and handling of grievances throughout the programme cycle. These measures are designed specifically to protect against adverse impacts during the programme activities. These measures also provide a clear channel between the surrounding communities and the relevant parties related to the programme.

The following steps will be followed during the programme implementation:

- The officer responsible to register any direct complaints and to coordinate with the Environmental Safeguard Specialist and the CBO to find solutions.
- To prepare presentations in order to explain the programme objectives and its health and environmental benefits to the public when necessary.
- Hand flyers to be prepared with prior approval of the CBO that imply explaining the programme objectives and Health benefits of the programme to be distributed to citizens around the targeted areas.
- To keep in close contact with local authorities to coordinate and resolve any complaint.
- Signboards to be erected with complaint contact number on them to follow up any complaints about the activities that may arise. The signboard will be erected on each plot where activities are implemented.
- Keep detailed records of all grievances received during preparation and during activities, including contact details of complainers. A copy will immediately be forwarded to Environmental Safeguard Specialist for the record and a proposal to mitigate the grievance.

#### 4. ROLES AND RESPONSIBILITIES

##### a. Programme Manager Role

The Programme Manager is responsible on the programme occupational health and safety and to ensure that activities are implemented in compliance with OHS procedures. The Programme Manager shall follow up and ensure the commitment to the abidance the OHS plan, and to ensure the contractor prepare and implement the site-specific OHS Plan for all activities.

The Programme Manager shall prepare periodic reports on the progress and commitment of OHS aspects to be submitted to the Government and donor. The Programme manager shall report any incident or grievance, within 24 hours. The Programme Manager shall ensure the commitment of programme contractors and subcontractors to the OHS Plan and shall require the development of OHS plans. The Programme Manager shall ensure that the contractor or subcontractor supervise the works following the occupational health and safety plan through periodical monitoring. Sensitizing training sessions will be provided to the working staff on occupational health and safety precautions related to the programme. The Programme Manager, as required shall revise and update this OHS plan on aspects that arise during the Programme implementation that were not previously covered or that might require updating, in coordination with the respective parties including the Environmental Safeguard Specialist of FAO.

##### b. Contractor / subcontractor obligation

Upon awarding the contract to the contractor, the contractor will be held responsible of the occupational health and safety of his working staff during the contract duration, and will bear all costs to prepare, implement and maintain OHS measures, including but not limited to the following:

- The contractor will be responsible for preparing site-specific OHS Plans.
- The contractor shall provide adequate personnel protective equipment, tools, and first aid and maintain their proper usage and training. PPEs and other preventive measures will be provided at no cost for employees.
- The contractor, or designated representative, shall fully investigate all serious accidents and take remedial steps to prevent repetition of similar accidents wherever possible.
- Any incident or accident, or fatalities will be reported to FAO within 24 hours after occurrence and provide additional details of the incident/accident within 5days following the incident.

#### c. Community based local focal points

Community based local focal points will be identified and trained, to alert the communities in case of an emergency.

#### d. Workers

Each worker performing their working duties is responsible of assuring the safety for themselves. Workers will oversee the followings:

- It is the responsibility of each worker to notify his/her supervisor once unsafe condition or act is witnessed on the job.
- When a worker is requested to perform duties under unsafe conditions, the worker should not perform those duties without first notifying the person in charge of the unsafe conditions.
- It's the responsibility of the contractor to provide and request the workers to use the PPE's
- It is the responsibility of each worker to attend all safety trainings and meetings possible and to take an active part in safety work.
- It is responsibility of each contractor to ensure worker to know and understand the safety rules of this Plan.

### 5. MONITORING

The occupational health and safety monitoring program is the responsibility of the Programme Manager. It should include:

- regular inspection of the personal protective equipment worn by workers and contractors. This inspection should verify that PPE continues to provide adequate protection and is being worn as required.
- raising awareness activities for workers and visitors on the potential presence of inorganic pollutants which levels are exceeded safe levels as described in the Ukrainian national law.

A Safety Inspection Checklist is provided in Annex.

#### a. Accidents and Diseases Monitoring

The Plan establishes procedures and systems for reporting and recording of:

- Occupational accidents and diseases
- Dangerous occurrences and incidents

Workers shall be able to report immediately to their immediate supervisor any situation they believe presents a danger to life or health.

The contractors shall submit the OHS compliance data to the Programme Manager. The information should also include incidents related to any sub-contractors working directly, or indirectly, for the Contractor. All reported occupational accidents, occupational diseases, dangerous occurrences, and incidents should be investigated by the Organization. The investigation should:

- Establish what happened
- Determine the cause of what happened and consequences
- Identify measures necessary to prevent a recurrence

## 6. OHS REPORTING

For reporting on the hazardous conditions and the accident/incident notification, the followings need to be considered, noting that the Programme Manager shall report any incident or accident, or fatalities to the FAO within 24 hours after occurrence. And to provide additional details of the incident/accident within 5 days following the incident. When a worker/employee observes a hazardous condition that may cause injury or property damage, the worker/employee shall promptly notify the Programme Manager.

The below actions shall be followed when reporting and accident:

- All accidents or incidents related to the Programme or that has, or could have a significant adverse effect on the environment, the affected communities, the public, or the workers shall be reported to the Programme Manager.

## 7. TRAINING

The employed staff including management, supervisors, and workers of the programme need to receive basic OHS training to ensure proper orientation to specific hazards related to soil contamination.

In general, the OHS training would cover the followings:

- Site-specific potential risks and hazards,
- Precautions to prevent exposure to inorganic contaminants,
- Wearing and use of protective equipment and clothing,
- Appropriate response to operation accidents

The Programme Manager needs to ensure that safety measures are applied to all visitors and that they don't enter hazard areas unescorted. Hazardous areas (soils suspected of being contaminated)



should be marked appropriately with signage. Signage should be easily understood by workers, visitors and the general public.

a. Certification Requirements

The Programme Manager in coordination with the consultancy firm team shall, prior to allowing personnel to undertake any of the activities, ensure that the person(s) is suitably qualified and are able to produce evidence before engaging in these tasks:

- Operation of soil sampling in areas suspected of being contaminated by inorganic pollutants.
- Analysis of samples
- Mapping of hazardous sites in case field visits are planned in addition to remote sensing.

8. HAZARDS

a. Chemical Hazards

Chemical hazards represent potential for illness due to repetitive exposure to hazardous substances. Single exposure may result in discomfort. Multiple exposures over prolonged periods can result in disabling illness.

Related project activities:

- Soil sampling and analysis: during soil sampling and analysis, workers may be exposed to hazardous substances present in contaminated soil. Handling and processing soil samples can lead to inhalation of dust and fumes containing harmful chemicals, and direct skin contact can cause irritation or other health issues. Repeated exposure over time can result in serious, disabling illnesses.
- Recultivation trials: In the process of testing and applying various soil recultivation methods, workers may be exposed to contaminated soils. These substances pose risks of inhalation and skin contact, potentially leading to health problems.

Chemical hazards will be prevented using appropriate PPE (gloves, apron, splash suits, face shield or goggles).

b. Unexploded Ordnance (UXO)

Because of the war in Ukraine, and because of the goal of this programme, there is a risk that there will be Unexploded Ordnances (UXO) around the land where the Programme will be implemented.

Related project activities : soil sampling and recultivation trials on polygons that have been demined.

The Programme Manager, in coordination with the mine action partners of the programme, will ensure that all land is cleared of UXO by technical experts before FAO staff or contractors are allowed on the land. The mine action partner will provide a certified clearance report before any FAO field activities begin.

This specific measure ensures safe working conditions in terms of UXO presence. Workers shall not be allowed on any sites prior to having received the certified clearance report from the Programme Manager.

During implementation, if the presence of an unidentified object is suspected, the contractor shall immediately stop work, safely evacuate the workers from the site, safely secure the site, and immediately coordinate with the Programme Manager to have the site screened and cleared by one of the demining partners.

## 9. DISPOSAL OF WASTE MATERIALS

If soils are found to be contaminated, FAO will explore the use of internal or contracted experts (pending funding) to remediate the soil using nature-based techniques. These techniques are collectively known as bioremediation. One form of bioremediation that may be explored is phytoremediation. Phytoremediation is the use of plants to remove contaminants from soils. Pollutant-accumulating plants are used to transport and concentrate inorganic contaminants from the soil into the above-ground shoots. This biomass is further harvested, the concentration of inorganic pollutant measured and destroyed with specific procedures designed for hazardous waste treatment, ensuring environmental and human safety.

Another option for bioremediation is microbial remediation, or the use of specific soil microorganisms and bacteria to lower the bioavailability of pollutants (especially organic contaminants). While the programme might explore different bioremediation techniques; in all cases laboratory tests will pre-emptively determine what contaminants at which levels are present in the soils, and if they exceed levels authorized by the Ukrainian Government.

The Code of Conduct provided in annex will apply equally as the nature of possible hazards remain the same.

The Programme Manager shall ensure that the biomass extracting inorganic soil contaminants generated are disposed in the designated storage areas and kept under shelter. The Programme Manager shall provide and ensure that all containers use to contain toxic waste are properly labelled. The OHS Officer shall also ensure that the label must include the name (contents) of substance, storage date and person in charge both in English and Ukrainian languages.

As per international practice, this biomass may also be converted directly into liquid fuels, called "biofuels". In case this practice is tested, the biomass will be treated over the process with the caution relevant to its degree of concentration of inorganic pollutants.

## 10. PERSONAL PROTECTIVE EQUIPMENT AND CLOTHING

Personal Protective Equipment (PPE) provides secure protection to workers exposed to workplace hazards. The Contractor is responsible for requiring the wearing of appropriate personal protective equipment in all operations where there is an exposure to hazardous conditions to reduce the hazards to the workers, employees and visitors. All personal protective equipment shall be of safe design and construction for the work to be performed. PPE for the Programme includes gloves, protective eyewear, and respirators.

11. ANNEXES

Annex 1. Acceptance of the Occupational Health and Safety Plan (Ukrainian and English), for  
FAO staff and contractors.

**Acceptance of the Occupational Health and Safety Plan**

I .....(Name), hereby confirm:

- I am acquainted with the present Occupational Health and Safety Plan, its principles and responsibility distribution.
- I am acquainted and accept the responsibilities as described in the section 5 of the present document mentioning that:

- Each worker performing their working duties is responsible of assuring the safety for themselves.

- It is the responsibility of each worker to notify his/her supervisor once unsafe condition or act is witnessed on the job.

- When a worker is requested to perform duties under unsafe conditions, the worker should not perform those duties without first notifying the person in charge of the unsafe conditions.

- It is the responsibility of each worker to attend all safety trainings and meetings possible and to take an active part in safety work.

- It is responsibility of each contractor to ensure worker to know and understand the safety rules of this Plan.

Date:

Signature:

Annex 2. Worker’s Injury and Illness Incident Report

**Worker’s Injury and Illness Incident Report**

Instructions: Employees shall use this form to report all work-related injuries, illnesses or near miss – no matter how minor. This form shall be completed by employees as soon as possible and given to their supervisor for further action.

I am reporting a work related (select the applicable option):	Injury	Illness	Near miss Injury
Your name			
Your position			
Your supervisor			
Have you reported to your supervisor about this injury/near miss?			
Date of injury/near miss:			Time of injury/near miss:
Names of witnesses (if any):			
Where, exactly, did the event happen and during which activity? Please describe step by step which actions led to the illness or injury / near miss.			
Did you see a doctor about this injury/illness?	Yes	No	
If yes, whom and when? Please provide the contact details.			

Date:

Signature:

### Annex 3. Safety Inspection Checklist

#### Safety Inspection Checklist

Date of inspection:	Location:	YES	NO
Is personal protection equipment (PPE) provided, used and maintained when required?		<input type="checkbox"/>	<input type="checkbox"/>
Do you have procedures for ensuring workers' safety and health complaints?		<input type="checkbox"/>	<input type="checkbox"/>
Are first aid facilities in place?		<input type="checkbox"/>	<input type="checkbox"/>
Was any incident reported recently?		<input type="checkbox"/>	<input type="checkbox"/>

**Additional remarks :**

**Name and Signature of the Responsible Officer for implementation of the OSH Plan :**