

Prevention services of the German Social Accident Insurance Institutions

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**Prevention services
of the
German Social Accident Insurance Institutions**

Introduction

This document, the catalogue of prevention services, provides an overview of the prevention services provided by the German Social Accident Insurance Institutions. Responsibility for delivery of these services lies with the prevention departments. The catalogue is intended to provide you with a framework concept in which the prevention services delivered by the accident insurance institutions are made transparent. In the first instance, the customers of the accident insurance institutions are commercial companies, educational establishments, and the insured individuals.

With its description of the prevention services, which is primarily process-based, the catalogue of services is intended to serve as the most uniform body of information possible as a basis for management accounting¹⁾. Beyond this, the prevention services constitute a basis for annual reporting by the accident insurance institutions to the German Ministry of Labour and Social Affairs (BMAS) within the SuGA report on safety and health at work.

The sectoral approach and company-specific aspects lead to the German Social Accident Insurance Institutions for trade and industry delivering a wealth of different prevention services. By the same token, institute-specific aspects are also considered by the German Social Accident Insurance Institutions for the public sector. In order for these aspects to be described transparently, typical manifestations of the prevention services will be described briefly, together with references to their statutory underpinnings.

1) This edition is limited to a description of the prevention services. Parameters and instruments for measurement of the efficacy and success of measures for attainment of the prevention targets have been developed in the „Indicators for quality measurement“ working group. The prevention managers' conference adopted the indicators in its January 2011 meeting under Item 15.

1 Prevention services

The overarching strategic target of the German Social Accident Insurance Institutions' prevention services is the use of all suitable means to prevent occupational accidents, occupational diseases²⁾ and work-related health hazards. This strategy is based upon German Social Code (SGB) Vol. VII, Sections 1 No and 14 Paragraph 1 Sentence 1.

The accident insurance institutions fulfil this task by offering a wide range of prevention services.

The prevention services described in this catalogue are presented by group. Service groups substantiate the prevention services offered by the accident insurance institutions in their form and scale. The prevention service of „training“ for example encompasses not only seminars conducted by the institutions themselves and in cooperation with other parties, but also conferences and workshops. The service groups thus underline the broad spectrum of the ten prevention services, whilst at the same time creating a classification that supports management accounting of the accident insurance institutions.

Structure of the catalogue of services

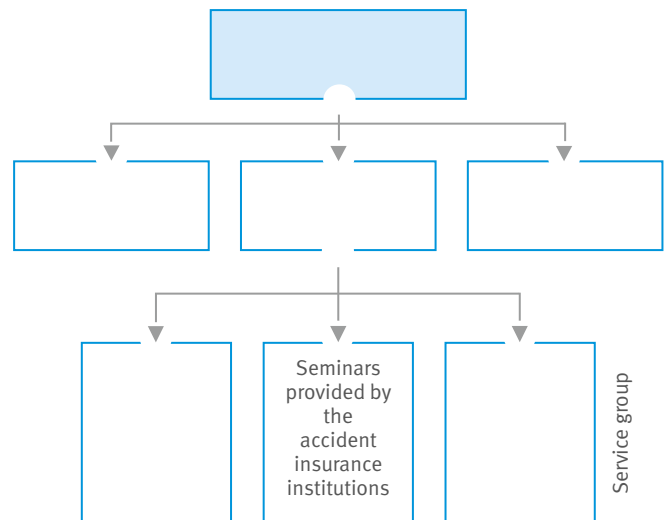


Image: Prevention services of the German Social Accident Insurance Institutions with reference to the example of „training“

2) Occupational diseases in this context are conditions caused by forms of exposure experienced by workers at work at considerably higher levels than those experienced by the wider population. The annex to Section 1 of the German Ordinance on Occupational Diseases (BKV) lists the conditions that are formally recognized as occupational diseases.

2 Prevention services of the German Social Accident Insurance Institutions; an overview

2.1 „Incentive schemes“ prevention service

Prevention service	Incentive schemes
Description of the prevention service	<ul style="list-style-type: none"> • Awarding of financial and non-financial benefits as a function of the performance of certain prevention measures and/or the attainment of a certain level of protection • Active motivation of and consulting with companies on the opportunities for participation in bonus schemes
Service groups	<ul style="list-style-type: none"> • Bonus models • Competitions • Awards
Targets	<ul style="list-style-type: none"> • Creation of incentives for the promotion of preventive behaviour • Creation of incentives for improvements to safety and health at the initiative of the companies and educational establishments themselves
Statutory basis	<ul style="list-style-type: none"> • SGB Vol. VII, Section 14 • SGB Vol. VII, Section 162
Typical examples	<ul style="list-style-type: none"> • AMS quality seal, e. g. „Systematically safe“ • "Good healthy school" school development prize (UK NRW) • Work-safety-health sponsorship prize (BG RCI) • "qu.int.as" bonus scheme (BGW) • OSH prize (VBG) • Bonus schemes in particular sectors, e. g. „Prevention pays off“ (VBG) • Bonus scheme of the BGN • OSH bonuss of the BG BAU
To be distinguished from	<ul style="list-style-type: none"> • Incentive/bonus schemes for the calculation of premiums

2.2 „Consulting“ prevention service (on request)

Prevention service	Consulting (on request)
Description of the prevention service	<ul style="list-style-type: none">• Consulting on request with all persons and organizations tasked with or involved in assuring safety and health at work and with training, particularly entrepreneurs, members of works councils, insured individuals and other stakeholders• Provision in writing, by telephone, and in person, on request and on a case-by-case basis, of information and motivation for the integration of safety and health into the work of the member companies• Investigation services in conjunction with consulting services
Service groups	<ul style="list-style-type: none">• On site• By telephone• In writing
Targets	<ul style="list-style-type: none">• Prevention of occupational accidents, occupational diseases and work-related health hazards• Promotion of effective first aid in companies• Recognition of the German Social Accident Insurance as a competent source of advice on safety and health at work and on training• Concerted motivation and provision of information for reinforcing initiative in the area of safety and health
Statutory basis	<ul style="list-style-type: none">• SGB Vol. VII, Section 17 (1)
Typical examples	<ul style="list-style-type: none">• Consulting concerning the organization of safety and health, including OSH management systems• Consulting with companies on the procurement and placing in service of new machines, work materials and methods• Consulting on the topics of corporate integration management and inclusion• Consulting on the improvement of workplace ergonomics• Consulting on instruments for the recording of mental stresses at the workplace
To be distinguished from	<ul style="list-style-type: none">• Consulting services in conjunction with investigation and surveillance services

2.3 „Supervision by occupational physicians and OSH professionals“ prevention service

Prevention service	Supervision by occupational physicians and OSH professionals
Description of the prevention service	<ul style="list-style-type: none">• Support in implementation of the German Occupational Safety Act (ASiG) in companies• Provision of tools for implementation of skilled supervision
Service groups	<ul style="list-style-type: none">• Supervision by occupational physicians• Supervision by OSH professionals
Targets	<ul style="list-style-type: none">• Assurance of a minimum standard of occupational safety and health by comprehensive, cost-effective and high-quality supervision of member companies by occupational physicians and OSH professionals• Leverage of synergies by close linking of this activity to the prevention work of the accident insurance institutions• Cost-effective implementation of supervision under the German Occupational Safety Act (ASiG)
Statutory basis	<ul style="list-style-type: none">• Occupational Safety Act (ASiG)• Occupational Safety and Health Act (ArbSchG)• SGB Vol. VII, Section 24• DGUV Regulation 2
Typical examples	<ul style="list-style-type: none">• Supervision by occupational physicians and OSH professionals of microenterprises in the centres of competence of the accident insurance institutions• Occupational medical and safety services (ASDs) of the accident insurance institutions
To be distinguished from	<ul style="list-style-type: none">• Consulting on implementation of DGUV Regulation 2

2.4 „Investigation“ prevention service

Prevention service	Investigation
Description of the prevention service	<ul style="list-style-type: none">• Investigation in response to suspected cases or incidents of the possible causes and accompanying circumstances of occupational accidents, occupational diseases and work-related health hazards• Conducting of investigations by surveys, site inspections, document inspection and measurements• Reporting on the results of investigations• Analysis of the results of investigations for the obtaining of new findings for prevention• Investigation of work-related health hazards at the workplace• Analysis in writing and in person/evaluation of accidents and of the work-related criteria for recognition of reported cases of occupational disease
Service groups	<ul style="list-style-type: none">• Investigations following accidents• Investigations for particular reasons• Investigation of work-related criteria for recognition of cases of occupational disease and work-related health hazards• Classification of the results of investigations for the purposes of prevention• Measurement system for the identification of hazards• Statistical interpretation
Targets	<ul style="list-style-type: none">• Prompt performance of investigations• Provision of the results of investigations for the delivery of rehabilitation and compensation services• Availability of the results for prevention
Statutory basis	<ul style="list-style-type: none">• SGB Vol. VII, Section 19 Paragraph 2
Typical examples	<ul style="list-style-type: none">• Investigation of an occupational accident• Investigation of a case of occupational disease• Investigation of the relationship between disease and possible occupational exposure• Investigation of near accidents and claims
To be distinguished from	<ul style="list-style-type: none">• Investigation services in conjunction with consulting and surveillance services

2.5 „Research, development and model projects“ prevention service

Prevention service	Research, development and model projects
Description of the prevention service	<ul style="list-style-type: none"> • (Sector-specific) research and development in the area of safety and health • Trialling of prevention measures
Service groups	<ul style="list-style-type: none"> • Research • Development • Model projects
Targets	<ul style="list-style-type: none"> • Clarification of causal relationships between forms of exposure at the workplace or during training/education, and their consequences for safety and health; involvement in the development, trialling and validation of effective prevention concepts and measures • Use of research results in the field • Study of the efficacy of prevention measures (development and trialling of strategies and instruments for effective safeguarding of safety and health) • Systematic study of hazards, black spots and their causes as a basis for action for all other prevention services
Statutory basis	<ul style="list-style-type: none"> • SGB Vol. VII, Sections 1, 9 Paragraph 8 and 14
Typical examples	<ul style="list-style-type: none"> • Safe scooting for better cycling (scooter project conducted in children's daycare facilities by UK Nord) • GENESIS-UV (measurement system for the recording of exposure to outdoor UV radiation) • GUROM (instrument for hazard assessment in road safety) • Regio Protect UVT (pilot measures in the area of road safety) • Exposure laboratory study into health effects of hazardous substances, for the setting of limit values • Evaluation of prevention campaigns
To be distinguished from	<ul style="list-style-type: none"> • Publication of research and development results in public relations work (informational material; information and communication)

2.6 „Information and communication“ prevention service

Prevention service	Information and communication
Description of the prevention service	<ul style="list-style-type: none"> • Presentation of the prevention concepts at events (e.g. fora, conventions, trade fairs) • Systematic, needs-based development, updating and distribution of safety and health information materials, geared to topics, tasks, sectors or companies, for use in the field
Service groups	<ul style="list-style-type: none"> • Information material, e.g. print media, digital media, visual and audiovisual media, etc.. • Trade fairs • Conventions • Campaigns • Cooperation with third parties • Events • Papers
Targets	<ul style="list-style-type: none"> • Extension of public-relations work in order to communicate the importance of prevention • Systematic outreach to target groups in order to communicate prevention content • Promotion of joint activity with partner organizations for the combination and leverage of different skills and areas of activity
Statutory basis	<ul style="list-style-type: none"> • SGB Vol. VII, Section 14
Typical examples	<ul style="list-style-type: none"> • Trade fair and A+A Congress • Information resources of the German Social Accident Insurance on websites and in social media • Modules of the BG BAU • GISBAU
To be distinguished from	<ul style="list-style-type: none"> • Lectures as part of training measures

2.7 „Testing/certification“ prevention service

Prevention service	Testing/certification
Description of the prevention service	<ul style="list-style-type: none"> • Evaluation of the observance of safety and health requirements on work equipment and systems • Testing and certification of products • Auditing and certification of management systems • Certification in respect of persons
Service groups	<ul style="list-style-type: none"> • Testing of <ul style="list-style-type: none"> – Work equipment, components and personal protective equipment – Processes – Organizations – Persons • Certification
Targets	<ul style="list-style-type: none"> • Identification of OSH and/or ergonomic deficits on products/systems • Influencing of the safety and health of products/OSH quality of systems/ OSH skills of persons • Provision of aids to product selection for purchases by companies • Sourcing of knowledge for inclusion during the development of regulations of standards (see also Chapter 2.8) • Influencing of market standards by the definition of test requirements
Statutory basis	<ul style="list-style-type: none"> • SGB Vol. VII, Section 14 • German Product Safety Act, Sections 20-23 (GS mark)
Typical examples	<ul style="list-style-type: none"> • Testing and certification of dust removal machines with awarding of a test mark • Authorization of qualified inspectors (e. g. for stage installations) • Creation of test principles
To be distinguished from	<ul style="list-style-type: none"> • Research and development as part of testing and certification activities • Consulting with manufacturers outside certification • Consulting concerning introduction of an OSH management system

2.8 „Bodies of regulations“ prevention service

Prevention service	Bodies of regulations
Description of the prevention service	<ul style="list-style-type: none"> • Production of accident prevention regulations, rules and informative publications • Review, implementation/withdrawal, updating and distribution of the body of regulations of the German Social Accident Insurance • Involvement on committees for the drafting of state rules in accordance with Section 18 of the German Occupational Safety and Health Act (ArbSchG), and of standards
Service groups	<ul style="list-style-type: none"> • DGUV Regulations, DGUV Rules, DGUV Informative Publications, DGUV Principles • Body of state regulations • Standardization
Targets	<ul style="list-style-type: none"> • Creation of a clear, comprehensible and cohesive body of regulations • Presentation of the interests of the German Social Accident Insurance on the committees of governmental and non-governmental institutions
Statutory basis	<ul style="list-style-type: none"> • ArbSchG Sections 18 Paragraph 2 No 5, 20a Paragraph 2 No 5 • SGB Vol. VII, Sections 14, 15, 20 • DGUV Regulation 1, Section 2 • Strategy document on restructuring of the body of OSH rules and regulations • Policy document on the role of standardization in the safety and health of workers at work
Typical examples	<ul style="list-style-type: none"> • DGUV Regulation 1 • Technical Rule for Workplaces governing lighting (ASR A 3.4) • DGUV Rule 113-601 governing the mineral raw materials extraction and preparation sector • EN 16252:2013-03, Machines for compacting waste materials or recyclable fractions – Horizontal baling presses – Safety requirements
To be distinguished from	<ul style="list-style-type: none"> • Public relations work outside the body of regulations (see Chapter 2.6)

2.9 „Training“ prevention service

Prevention service	Training
Description of the prevention service	<ul style="list-style-type: none"> • Performance of training measures for persons tasked with or involved in safety and health at work/training
Service groups	<ul style="list-style-type: none"> • Training services provided by the accident insurance institutions • Seminars held in conjunction with other parties (seminars held with and by third parties outside the accident insurance institutions) • Specialist conferences and workshops with pooling of experience • Self-organized learning, e. g. online seminars, e-learning, e-qualification, blended learning • Other training measures
Targets	<ul style="list-style-type: none"> • Systematic and sustainable development of competencies (subject, social, methodical and personal skills) for the effective assumption of safety and health tasks • Systematic training of disseminators • Training of specialists for areas associated with particular hazards • Systematic maintenance of contact with the member companies • Nurturing of an attitude towards occupational safety and health in order to promote motivation and proactivity for the assumption of responsibility for safety and health at work
Statutory basis	<ul style="list-style-type: none"> • SGB Vol. VII, Section 14 • SGB Vol. VII, Section 17 • SGB Vol. VII, Section 23
Typical examples	<ul style="list-style-type: none"> • Training of entrepreneurs • Training of management personnel on all levels • Training of OSH professionals • Training of safety delegates • Training of works council members • Training in first aid • Training of teaching staff
To be distinguished from	<ul style="list-style-type: none"> • Training as a measure for fulfilling the consulting mandate, e. g. consulting with management personnel • Follow-up support for participants in training measures as part of surveillance and consulting activity • Lectures on information and communication

2.10 „Surveillance, including circumstantial consulting“ prevention service

Prevention service	Surveillance, including circumstantial consulting
Description of the prevention service	<ul style="list-style-type: none"> • Surveillance of in-plant measures for prevention of occupational accidents, occupational diseases and work-related health hazards and for provision of first aid • Production of site inspection reports • Directives for faults to be eliminated • Follow-up of the elimination of faults; if applicable, launching of relevant administration procedures, e. g. for fines • Systematic inspection in writing or on site, and active consulting with the companies with the objective of assuring satisfaction, in compliance with the legislation, of the technical, organizational and personal criteria for safety and health at work and in the working environment. All inspections are focused upon the provision of advice to all parties involved in implementing measures for the improvement of safety and health • Investigation services in conjunction with surveillance services
Service groups	<ul style="list-style-type: none"> • Surveillance, including circumstantial consulting
Targets	<ul style="list-style-type: none"> • Prevention of occupational accidents, occupational diseases and work-related health hazards • Assurance of the acceptance by entrepreneurs of responsibility for safety and health • Ascertainment of safety and health duties and enforcement of their fulfilment by the entrepreneurs and insured individuals • Attainment of appropriate organization of OSH • Assurance of the elimination of hazards • Effective first aid within companies • Motivation of entrepreneurs specifically to fulfil their responsibilities, and assuring acceptance of responsibility for safety and health
Statutory basis	<ul style="list-style-type: none"> • SGB Vol. VII, Sections 17, 18, 19 and 209
Typical examples	<ul style="list-style-type: none"> • Surveillance of observance of OSH regulations at workplaces associated with a risk of falling
To be distinguished from	<ul style="list-style-type: none"> • Consulting (on request) and investigation services

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