

## ESTONIA. NON-INSPECTION ACTIVITIES

Title of the non-inspection activity: **Raising OSH awareness in technology classes in basic schools and vocational schools**

Duration of the non-inspection activity: **2022 and 2023**

Aim of the non-inspection activity: **Improved occupational safety situation in technology classes in basic schools and vocational schools**

Scope of the non-inspection activity (description): **All basic schools and VOCOs in Estonia**

Sector covered by the non-inspection activity: **education (Schools and VOCOs)**

The number of establishments covered by the non-inspection activity: **560 basic schools ;23 VOCOs**

The number of specialised staff (but not labour inspectors) involved in implementing the non-inspection activity: **1**

The number of persons involved in supervising the implementation of the non-inspection activity (including the preparation of communication and promotional materials and summing up its results): **2 (there are two working environment consultants in Labour Inspectorate were involved with this activity)**

Background of the non-inspection activity: **After acknowledging that the occupational safety and health situation in schools and technology classes of vocational schools is poor, the Labour Inspectorate issued a handbook for them entitled "Working Environment Handbook" (<https://ti.ee/media/1057/download>; <https://ti.ee/media/1058/download>), made a thematic day to introduce the book (<https://www.youtube.com/watch?v=j6jrtPjDGD8>) and prepared a letter of formal notice for all basic schools and vocational schools. After that, the school principals were able to invite a working environment consultant to the school, who advised the school manager and technology class teacher on how to improve the safety situation in the class.**

Budget of the non-inspection activity: issuing the handbook: **7800 EUR**

Short summary of the outcome of the non-inspection activity: **Following the outreach activities (62 people participated in the presentation of the Working Environment Handbook), the working environment consultant was invited to the schools 13 times. A targeted inspection was also planned for the following years.**

No.	question	yes/no	comment
<b>Non-inspection activity</b>			
<b>A. Stakeholders cooperating with the labour inspectorate in non-inspection activity</b>			
1.	Were external stakeholders involved in the implementation of the non-inspection activity:		
a)	From the public sector?	NO	
b)	From the private sector?	NO	
2.	Does your national legislation specify the rules of cooperation with stakeholders in non-inspection activity?	NO	
3.	While selecting stakeholders for cooperation during the non-inspection activity, was any account taken of the results of the inspectorate's cooperation with such stakeholders during previous initiatives?	NO	
<b>B. Sources of project financing in the labour inspectorate's activity</b>			
4.	Was the project (of non-inspection activity) financed solely by the labour inspectorate?	YES	
<b>C. Preparation of the project (of non-inspection activity)</b>			
5.	What sources were used to specify the described non-inspection activity?		<input checked="" type="checkbox"/> others (please specify) <b>Previous controls and experience from labour inspectors.</b>
6.	How was the project (of non-inspection activity) prepared?		
a)	By an organisational unit of the labour inspectorate	YES	What is the range of the duties of the unit responsible for the preparation of the project? <b>Issuing the handbook, organising thematic event, consulting.</b>  How many members of staff are employed in the unit responsible for the preparation of the project? <b>number of staff employed in the unit: 7</b>

			<b>and number of staff preparing the project:</b> <b>3</b>
b)	By a group/team established ad hoc to implement the project	NO	
c)	By an external entity (e.g. another public authority or a private enterprise)	NO	
7.	Was the project (of non-inspection activity) related to an inspection task?	NO	
8.	During which phase was the inspection task launched?		<input checked="" type="checkbox"/> after completion of the non-inspection activity.
9.	What components were included in the plan of actions (of non-inspection activity)?		<b>Preparation and issuing the handbook, thematic event, notice letter, consultation.</b>
10.	How was the target group of the non-inspection activity specified?		
a)	In the plan of the non-inspection activity.	YES	<b>1. Issuing handbook</b> <b>2. Thematic event</b> <b>3. Notice letters</b> <b>4. Consultation</b>
b)	In a different way.	NO	
11.	What criteria were used while selecting the target group?		<b>Previous controls by the labour inspectors and their observations.</b>
12.	Were IT tools used to identify the priority area in the described non-inspection project?	NO	
13.	Were IT tools used to identify the target group of activities carried out within the described non-inspection project?	NO	
<b>D. Types of tasks undertaken during implementation of the non-inspection activity</b>			
14.	What activities were carried out so as to implement the project of the non-inspection activity?		<input checked="" type="checkbox"/> training sessions <input checked="" type="checkbox"/> distribution of publications, audio-visual materials; <input checked="" type="checkbox"/> provision of advice

			<input checked="" type="checkbox"/> e-mailing / newsletter
15.	How were the contents of the project (of non-inspection activity) disseminated?		
a)	The mass media used to disseminate the message (tick the appropriate answer)	NO	
b)	Other ways of informing the general public about the non-inspection activity.	NO	
16.	Was effectiveness proven during previous projects taken into account while selecting activities for the described project of non-inspection activity?	NO	
<b>E. Methods of disseminating information about the project of the non-inspection activity</b>			
17.	Did you develop any plan to communicate the information about the project to:		<b>No specific plan.</b>
a)	stakeholders in the sector covered by the non-inspection activity ?	NO	
b)	the general public?	NO	
18.	Did you assess the effectiveness of communication of the project contents to stakeholders in the sector covered by the non-inspection activity or to the general public?	NO	
<b>F. Evaluation of the non-inspection activity. Methods and tools used to evaluate non-inspection initiatives.</b>			
19.	Were the project results evaluated?	NO	
20.	How were the project <b>results</b> evaluated?		
a)	Was any final summary evaluation of the non-inspection activity made?	NO	
b)	Were partial assessments made during the non-inspection activity?	NO	

c)	Did you prepare a formal document with evaluation of the promotional campaign after its completion?	NO	
21.	Were the <b>effects</b> of the non-inspection activity evaluated?	NO	
23.	Were IT tools used to assess the effectiveness of the non-inspection campaign?	NO	