

HUNGARY. INSPECTION ACTIVITIES

Title of the inspection activity: **target inspection of woodworking activities**

Duration of inspection activities: **1 April - 30 June 2023.**

Aim of the inspection activities: **The target inspection was justified by the fact that several woodworking machines are listed in Annex 1/a of the Decree No. 5/1993 (XII.26.) of the Ministry of Economy and Labour, and accidents involving truncation are common due to the deficiencies in the safety of woodworking technologies. A further technical reason for the target inspection was that woodworking activities also involve significant health hazards and risks arising from the activity and the working environment (e.g. the possibility of exposure to dust, noise and vibrations above the limit values, the use of hazardous substances/mixtures, carcinogens, the strain of heavy physical work, the adverse effects of the outdoor climate, etc.).**

Scope of the inspection activities:

- 1. carpentry workshop**
- 2. furniture making workplace**
- 3. wood plants workplace**
- 4. other workspace**

Sector covered by **inspection: manufacturing (woodworking activities)**

Number of establishments inspected under the activities: **406**

Number of labour inspectors involved in the implementation of control activities: **77**

Number of persons involved in supervising the implementation of control activities (including the drafting of control documents and the summarising of control results): **2**

Short summary of the results of the inspection activities: **A summary report of the results of the target inspection (with graphs and statistics) and the example report (with photos) are available at the following link:**

https://mvff.munka.hu/#/230919_mv_faipari_celvizsg_osszefoglalo_jelentes_202304010630

No.	question	yes/no	comment
Inspection activity			
A. Selecting priority areas for inspection			
1.	What sources of information did you use in selecting the priority area for inspection?		<input checked="" type="checkbox"/> inspectorate's own database of workplace accidents
2.	What was the main reason for selecting the inspection priority area?		<input checked="" type="checkbox"/> high rates of workplace accidents, including fatal and serious accidents
3.	What was defined as priority area?		Please choose: <input checked="" type="checkbox"/> a particular sector(s) of economy <input checked="" type="checkbox"/> a particular hazard (a group of hazards) in a given sector <input checked="" type="checkbox"/> incompliance with legal requirements concerning labour relations/working conditions
4.	What was the predominant aim of workplace inspections?		<input checked="" type="checkbox"/> to enforce compliance with the law in the inspected entities <input checked="" type="checkbox"/> to achieve a measurable effect, e.g. in the form of reduced accident rate, morbidity rate, etc.
5.	How did you determine the number of entities to be inspected?		<input checked="" type="checkbox"/> other criteria (please specify) At least 5 employees per inspection
6.	What was taken into consideration when determining the number of inspections to be carried out by individual field offices (regions):		<input checked="" type="checkbox"/> the number of inspectors carrying out inspection tasks in a given region;
7.	Were IT tools used to identify the priority area in the described inspection campaign?	YES	A brief description of IT tools Own employer, accident authority databases - what data was analysed to determine the priority area? – please indicate the type of data: statistics on accidents at work

8.	Were IT tools used to identify the target group of inspected entities in the described inspection campaign?	YES	A brief description of IT tools e-directory - what data was analysed to determine the target group of inspected entities? – please indicate the type of data: Standard industrial classification of economic activities, number of employees over 10
B. Determining the time span of inspection activities			
9.	How was the breakdown of inspections planned? Were the inspections carried out:		
a)	evenly throughout the whole period of the planned activities	YES	At least 5 employees per inspection
b)	as a series of intensified inspections in predetermined short periods of time	NO	
10.	What was the average duration of a workplace visit conducted in the framework of the programme implementation (the time it took to complete inspection activities at an individual establishment)?		<input checked="" type="checkbox"/> within one day, between 4 and 8 hours;
11.	What was the average duration of the activities carried out in the office of the labour inspectorate (excluding the penal and administrative sanctions)?		<input checked="" type="checkbox"/> within more than one day, total duration exceeding 8 hours (please provide the exact number of days/hours, if available). 30+60 days administrative deadline
C. Selecting establishments for inspection.			
12.	What criteria were used when selecting establishments for inspection?		<input checked="" type="checkbox"/> overall number of workers <input checked="" type="checkbox"/> the number of workers employed in conditions specifically relating to the subject of the campaign <input checked="" type="checkbox"/> accident rate in a particular workplace <input checked="" type="checkbox"/> sectoral criterion
13.	What sources of information were		Please choose the most appropriate answer (it

	used when selecting establishments for inspection?		is possible to choose more than one answer): <input checked="" type="checkbox"/> inspectorate's own database <input checked="" type="checkbox"/> databases of institutions registering economic activity <input checked="" type="checkbox"/> labour inspectors' knowledge of workplaces <input checked="" type="checkbox"/> internet search engines
14.	Were IT tools used to select specific inspected entities in the described inspection campaign?		A brief description of IT tools Public authority databases - what data was analysed to select specific inspected entities? – please indicate the type of data: statistics on accidents at work
D. Provision of staff for carrying out inspections			
15.	What group of inspectors was involved in the inspection activities?		<input checked="" type="checkbox"/> all inspectors were involved in the inspection activities;
16.	How were inspectors prepared for the inspection activities (additional training)?		<input checked="" type="checkbox"/> other (please specify). The criteria developed by the professional manager were presented
17.	Were IT tools used to prepare labour inspectors to carry out activities within the described inspection campaign?	NO	
18.	What materials were at the inspectors' disposal during the activities?		<input checked="" type="checkbox"/> the rationale of the inspection activities; <input checked="" type="checkbox"/> description of the inspection activities' objectives; <input checked="" type="checkbox"/> description of the ways in which to implement the activities (tasks to be completed); <input checked="" type="checkbox"/> checklists; <input checked="" type="checkbox"/> description of the reporting requirements; <input checked="" type="checkbox"/> specialist, issue-related materials (applied technologies, machinery, equipment and tools, existing hazards and legal provisions);

			<input checked="" type="checkbox"/> examples of reactive actions to be taken by inspectors upon identification of typical cases of incompliance;
19.	Did labour inspectors use IT tools when carrying out activities within the described inspection campaign?	YES	<p>A brief description of IT tools:</p> <p>portable and desktop computers, smartphones</p> <p>- IT tools were used :</p> <p><input checked="" type="checkbox"/> when performing inspection activities during the inspection</p> <p><input checked="" type="checkbox"/> when summarizing and documenting the results of the inspection in a specific inspected entity</p>
E. Involvement of other regulators, institutions, authorities for labour protection and social partners in the implementation process.			
20.	Can other regulators, institutions, authorities for labour protection and social partners submit their proposals of inspection topics to the inspectorate's plan of work?	NO	
21.	Was the inspection activity the result of a proposal submitted by another regulator, institution, authority for labour protection or social partner?	NO	
22.	Was there any cooperation between the labour inspectorate and another regulator, institution, authority for labour protection or social partner?	NO	
23.	At which stage was the cooperation with another regulator, institution, authority for labour protection or social partner initiated?		<p><input checked="" type="checkbox"/> at the planning stage;</p> <p><input checked="" type="checkbox"/> at the communication stage regarding the onset of the inspection activity;</p>
24.	What did the cooperation with another regulator, institution,		<p><input checked="" type="checkbox"/> others – please specify:</p> <p>Examination of the legality of employment</p>

	authority for labour protection or social partner involve?		
25.	Are there any legal requirements obliging other regulators, institutions, authorities or social partners to make their data accessible to the labour inspectorate for inspection needs?	NO	
26.	Does the labour inspectorate have direct online access to information and data collected by other bodies, institutions and authorities?	YES	Please indicate institutions and the type of accessible data / information: e-business register, Single Labour Register
27.	What information obtained in the above manner was used for implementing the inspection campaign?		company data, employee declarations
F. Supporting inspection activities with training provided for employers or workers (combining inspection and educational activities)			
28.	Were establishments covered by inspections provided with information or training prior to the commencement of the inspection task?	YES	How was it provided? Pre-publication of target inspection criteria
29.	Is the effectiveness of prior information or training activities taken into account when evaluating the results of the inspections?	YES	How is the effectiveness of information and training activities assessed? Many employers (OSH service providers) are preparing for inspections, internal preparation and remedial actions have been taken (voluntary compliance)
30.	Once the inspection activity is completed , are representatives of inspected establishments provided with recommendations and proposed corrective measures – in the form of guidance or training – regarding the	NO	

	identified compliance level in establishments operating in the field covered by inspection?		
G. Monitoring the implementation of inspection activities			
31.	Was the implementation of inspection activities in any way monitored and coordinated?	yes	<p>How many people were involved in monitoring and coordination of the inspection activity?</p> <p>2</p> <p>What was the function of those persons in relation to labour inspectors who implemented the activity (fellow labour inspectors, immediate supervisors, national coordinator at the labour inspectorate's headquarters)?</p> <p>professional management, compilation of a study sheet and aggregation of data for the county, preparation of a report</p>
32.	What was the scope of monitoring and coordinating actions regarding the inspection activity?		<p>Please choose the most appropriate answer (it is possible to choose more than one answer):</p> <p><input checked="" type="checkbox"/> assistance in solving problems: over the phone, via email, formally (official correspondence),</p> <p><input checked="" type="checkbox"/> monitoring the implementation level of the developed quantitative plan</p> <p><input checked="" type="checkbox"/> monitoring the implementation level of the developed qualitative plan (how?)</p> <p>Aggregation of county reports, results of inspection sheets</p>
33.	Were IT tools used to carry out monitoring and coordination activities as part of the described inspection campaign?	YES	<p>A brief description of IT tools:</p> <p>desktop computer</p> <p><input checked="" type="checkbox"/> monitoring the implementation level of the developed quantitative plan</p>
H. Communicating the information about inspection campaign and its results.			

34.	Did you develop any plan to communicate the information about the inspection activities to:		
a)	stakeholders in the sector covered by the inspection activity ?	YES	If so, what information did the communication plan contain? Summary report on the results of the Target Review (link in the briefing)
b)	the general public?	YES	If so, what information did the communication plan contain? Summary report on the results of the Target Review (link in the briefing)
35.	What was the scope of information communicated to:		
a)	stakeholders in the sector covered by the inspection activity ?		Main figures of the checks, description of the irregularities typically found and the measures taken by the authorities
b)	the general public?		The purpose and expected results of the inspection.
36.	How was the information about the inspection activities communicated to stakeholders and the general public?		Publication on the official website
I. Evaluating the results of the inspection activities. Evaluation methods and tools.			
37.	How were the results of inspection campaign evaluated?		
a)	based on a checklist	YES	How are the results of inspections evaluated by means of a checklist? Aggregating the data from the test sheets
b)	based on the number of legal measures issued	YES	
c)	based on the type of legal measures issued	YES	
d)	based on the number of implemented legal measures	YES	in the framework of a follow-up inspection
e)	based on the type of implemented	YES	in the framework of a follow-up inspection

	legal measures		
38.	How was the information about the effects of inspection campaign obtained (e.g. about the elimination of irregularities, introduction of higher standards)?		
a)	information provided by the employer	NO	
b)	information provided by the labour inspector who conducted the next inspection at the workplace	YES	If so, what form did the information provided by the inspector have? On the basis of a follow-up inspection report
39.	What performance indicators were used to evaluate the effectiveness of the inspection campaign?		Please list and briefly describe the indicators: Number of employers, workers, work equipment checked, number of irregularities detected and sanctions required.
40.	Were IT tools used to assess the effectiveness of the inspection campaign?	YES	If so: - please provide a brief description of IT tools: official database - IT tools were used to: <input checked="" type="checkbox"/> provide compilations of data on the basis of which the inspection campaign was assessed <input checked="" type="checkbox"/> formulate an assessment of the effectiveness of labour inspectors' activities within the inspection campaign
41.	How were the project effects evaluated?		
a)	Was any final summary evaluation of the inspection task (inspection campaign) made?	YES	If so, what was the scope of such evaluation? Summary report on the results of the Target Inspection (link in the briefing)
b)	Were partial assessments made during the inspection activity?	YES	If so, what was the frequency and scope of such assessments? Following the completion of a target inspection, a partial report by the county to the extent required by the regulations

c)	Did you prepare a formal document with evaluation of the inspection activity after its completion?	YES	<p>If so, was the formal evaluation document prepared by the labour inspectorate or an external evaluator?</p> <p>Please name the entities which conducted such external evaluation.</p> <p>Summary report prepared by the professional manager on the basis of the county reports of the regional inspectorates</p> <p>If so, what aspects of the evaluation were included in the formal document? (Please specify and describe the evaluation shortly).</p> <p>The main numerical data from the inspections are a description of the irregularities typically found and the measures taken by the authorities.</p> <p>How were the report conclusions disseminated?</p> <p>Publication on a professional (internal) website, presentation to county managers in a professional meeting</p>
42.	How was the final document utilized in practice?		New audit objectives to be taken into account