

LUXEMBOURG. NON-INSPECTION ACTIVITIES

I. Overview of the selected non-inspection activity:

Title of the non-inspection activity: **Let's take action for health and safety in hairdressing (Aissons pour la sécurité et santé en coiffure)**

Duration of the non-inspection activity: **preparation: 2 years and 3 months, official launch during 1 month, guide still up to date**

Aim of the non-inspection activity: **The aim of the hairdressing sector awareness campaign was to present the health and safety risks in the hairdressing sector and, above all, the systematic means of prevention to avoid, or limit, any exposure to the risks associated with the hairdressing profession for the business owner, employees, and customers.**

Sector covered by the non-inspection activity: **Hairdresser sector.**

The number of establishments covered by the non-inspection activity: **Total Hairdressers Registered: 476 with the Chamber of Crafts, including 329 businesses with workers; total workers in the sector: 2.081**

The number of labour inspectors involved in implementing the non-inspection activity: **2**

Budget of the non-inspection activity: **10.000 .- € (participation in the funding of the guide)**

No.	question	yes/no	comment
Non-inspection activity			
A. Stakeholders cooperating with the labour inspectorate in non-inspection activity			
1.	Were external stakeholders involved in the implementation of the non-inspection activity:		
a)	From the public sector?		Occupational medicine
b)	From the private sector?		Multisectoral Occupational Health Service (STM); Chamber of Crafts (CDM); Accident Insurance Association (AAA); Occupational Health Division of the Ministry of Health (DSAT) What was the scope of such cooperation? Establish a "Guide for Hairdressers" for employers, informational flyers for employees, and multilingual.
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?		If so, how were the results of such cooperation during previous joint undertakings documented? Collaboration with social partners is an established practice in Luxembourg. There is a long-standing experience in tripartite dialogue. This cooperation aligns with the goals and interests of political stakeholders.
B. Sources of project financing in the labour inspectorate's activity			
4.	Was the project (of non-inspection activity) financed solely by the labour inspectorate?		If not, please specify other authorities, institutions and stakeholders co-financing the project and the percentage of partners' financial contribution to the project. STM – CDM – AAA – DSAT - ITM
C. Preparation of the project (of non-inspection activity)			
5.	What sources were used to specify the described non-inspection activity?		Please choose from the following: <input checked="" type="checkbox"/> inspectorate's own database of workplace accidents <input checked="" type="checkbox"/> external database of workplace accidents

			<input checked="" type="checkbox"/> proposals of stakeholders – employer organizations <input checked="" type="checkbox"/> complaints <input checked="" type="checkbox"/> information in mass media (please specify)
6.	How was the project (of non-inspection activity) prepared?		
b)	By a group/team established ad hoc to implement the project		Who were the members of the group? STM – CDM – AAA – DSAT – ITM Who verified consistency of the implemented project with the approved plans? STM – CDM
8.	During which phase was the inspection task launched?		No specific inspection task was launched in the hairdressing sector
9.	What components were included in the plan of actions (of non-inspection activity)?		Raising awareness campaign – training session – info session employer
10.	How was the target group of the non-inspection activity specified?		
b)	In a different way.		The hairdressing sector has taken the initiative to launch such a campaign
11.	What criteria were used while selecting the target group?		Small and micro enterprise; upon request from the sector; workplace accident statistics.
12.	Were IT tools used to identify the priority area in the described non-inspection project?		If so: - please provide a brief description of IT tools IDOMIS: Internal records of inspections are organised and stored via the ITM Document Information System (application “IDOMIS”). This application, being a generic file and data flow management application implicitly captures and tracks telephone calls, counter visits, letters and emails, requests, control sheets and documents processed by the ITM.

			- what data was analyzed to determine the priority area? – please indicate the type of data: Number and severity of complaints Working accidents in the sector Relevant information from the annual activity report
D. Types of tasks undertaken during implementation of the non-inspection activity			
14.	What activities were carried out so as to implement the project of the non-inspection activity?		Please choose the most appropriate and describe (it is possible to choose more than one answer): <input checked="" type="checkbox"/> visits to enterprises (upon request) <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"/> sharing experience and information during seminars and conferences <input checked="" type="checkbox"/> information in the press <input checked="" type="checkbox"/> information on the Inspectorate's own websites <input checked="" type="checkbox"/> information on websites of stakeholders <input type="checkbox"/> paid campaign on the Internet <input checked="" type="checkbox"/> information in the social media (FB, Instagram, X)
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)		
	– national press	X	
	– e-bulletins for subscribers	X	
	– information websites	X	
E. Methods of disseminating information about the project of the non-inspection activity			

17.	Did you develop any plan to communicate the information about the project to:		
a)	stakeholders in the sector covered by the non-inspection activity ?		If so, what information did the communication plan contain? Information sessions for employers
b)	the general public?		If so, what information did the communication plan contain? Official government website Press release
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