Department Circular 2000-02-001

REVISED GEOTHERMAL SAFETY AND HEALTH RULES AND REGULATIONS 1999

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STATEMENT OF AUTHORITY

Pursuant to Section 6 of Presidential Decree No. 1442, otherwise known as the "Geothermal Act" of 1978 in relation to Section 5 (a) and Section 21 of Republic Act No. 7638, otherwise known as the "Department of Energy Act" of 1992, and in order to ensure adequate safety and protection against hazards to health, life and property as well as pollution of air, land and water from geothermal operations, the following safety and health rules and regulations are hereby promulgated:

- 5. Director refers to the Director of the ERDB.
- 6. DOLE refers to the Department of Labor and Employment.
- 7. Employee refers to any person who works for wage or salary in the service of an employer.
- 8. Employer refers to the service contractor referred to in a Geothermal Service Contract, and other entities, whether government or private, engaged in geothermal operations, whether acting alone or in consortium with others, that hires one or more persons to work for wages or salaries.
- 9. Hotwork refers to any activity that involves the use of heat such as welding anf gas cutting, and any other activity that produces heat or sparks that could be a source of ignition in a flammable / explosive atmosphere, such as grinding, drilling or other similar activity, or any maintenance and repair work on geothermal pipelines and facilities, that is likely to affect the safety and operational condition of the facilities.
- 10. Geothermal Operations refers to exploration for, development, production and utilization of steam and brine from a geothermal field.
- 11. Geothermal Field refers to an area where the existence of geothermal resources has been proven.
- 12. Geothermal Facilities refers to infrastructures, wells, pipelines and roadways.
- 13. Workplace refers to the office, premises or worksites where the employees are situated, and shall include the office or place where the workers who have no fixed or definite worksite, regularly report for assignment in the course of their employment.
- 14.OSHS refers to the Occupational, Safety and Health Standards issued by the DOLE.
- 15. Non-Lost Time Accident (NLTA) refers to an accident that will not prevent the injured person from performing his regular work on the day following the day of injury and thereafter.
- 16. Lost Time Accident (LTA)

 refers to an accident that will prevent the injured person from performing his regular job on the next working day following the day of the injury or, after reporting for work on the next working day following the day of the injury, the injured person fails to continue his normal work due to complications resulting in permanent injury and disability.

RULE 2 - ADMINISTRATION AND ENFORCEMENT

Section 4. Powers and Duties of the Director or His Duly Authorized Representative

- 1. Enforce the Rules and all other pertinent regulations concerning occupational safety and health.
- 2. Inquire into or inspect at reasonable hours of the day or night and in a manner that will not impede or

obstruct work or activities of the employer regarding safety of all installations within the geothermal field, and compliance with the terms and conditions of the contract.

- 3. Administer oaths, summon company officials, employees, or other persons having knowledge on the subject of inquiry, inspection or investigation, issue subpoena and subpoena duces tecum requiring the attendance and for the taking of testimonies of witnesses or the production of such books, papers, records and other pertinent of the matter under investigation, inspection or injury.
- 4. Issue suspension/variation order in accordance with Rule 1012.3 and 1012.40 of OSHS, as ammended.
- 5. Conduct separate incident/accident investigations involving fatal accidents and dangerous occurrences to determine cause/s of such accidents and occurrences, and introduce remedial measures to prevent their recurrence.
- 6. Suspend any particular activity or operation when such activity or operation causes or will cause imminent danger until necessary actions are taken.

Section 5. Duties of Employees

- 1. Every employer shall make and give effect to such arrangements as are appropriate, having regard to the nature and size of the employer's activities and undertaking, for the effective planning, organization, control, monitoring and review of the relevant preventive and protective measures.
- 2. For purposes of identifying the measures necessary to enable the employer to comply with the requirements and prohibitions of the Rules, every employer shall conduct and record suitable and sufficient assessment of the following:
 - a.) the risk to the health and safety of its employees while they are at work; and
 - b.) the risk to the health and safety of persons not under its employ as a result of or in relation to the activities of its operations.
- 3. The employer in any of the following instances shall review the assessment referred to in Number 2 above:
 - a.) there is reasonable ground to believe that the assessment is no longer valid;
 - b.) there has been a significant change in the matter to which the assessment relates; or
 - c.) where, as a result of any such review, changes to the assessment are required.
- 4. Every employer shall provide its employees with comprehensible and relevant hazard information consisting of the following:
 - a.) the risk to their health and safety identified by the assessment;
 - b.) the preventive and protective measures;
 - c.) the procedures used in hazard assessment; and

d.) the identity of the persons appointed to conduct hazard assessment.

Section 6. Duties of Employees

- 1. Every employee using any machinery, equipment, dangerous substance, transport equipment, means of production or safety device supplied to him by his employer shall use it in accordance with company policies and the relevant provisions of the Rules.
- 2. Every employee shall inform his employer or the person with specific responsibility for the health and safety of his fellow employees:
 - a.) of any work situation which a person equipped with the necessary training and instruction would reasonably consider as posing a serious and immediate danger to health and safety; and
 - b.) of any matter, which a person equipped with the necessary training and instruction, would reasonably consider as a shortcoming in the employer's protection arrangements for health and safety.

Section 7. Cooperation and Coordination

- 1. Where two or more employees share a workplace, whether on temporary or permanent basis, each shall:
 - a.) cooperate with the other contractor(s) concerned insofar as practicable and necessary to enable them to comply with the requirements and prohibitions imposed upon them by or under the Rules;
 - b.) take all reasonable steps to coordinate the measures which are necessary to comply with the measures that the other contractor(s) concerned is/are taking; and
 - c.) take all reasonable steps to inform the other employers of the risks to their employee's health and safety arising from or in connection with the conduct of their undertaking.

Section 8. Code of Practice

The Bureau shall make public, technical guidelines and /or code of practice for health and safety management systems for any geothermal operations, processes or methods that are deemed necessary to ensure appropriate

and effective implementation of safety and health measures that the employer is required to observe under the

Rules. Failure to comply with the guidelines or code of practice under the Rules could be taken as proof of violation of the Rules.

Section 9. Interpretation

Notwithstanding the provisions of Rule 7, Section 33, where the requirements thereof overlap or duplicate an existing regulation, compliance with a more specific regulation shall be considered substantial compliance thereof. However, where the requirements go beyond those in the more specific regulations, additional measures shall be instituted to comply fully with the Rules. The Director shall determine such measures that are or will be at least as effective as the standards prescribed under the Rules.

Section 10. Administrative Penalties

- 1. Any violation of the provisions of the Rules shall be subject to the following administrative penalties:
 - a. Failure or late submission of monthly incident/accident statistical reports and minutes of the safety meetings

i.	First Offense	Written warning
ii.	Second Offense	Fine of P5,000.00
iii.	Third Offense	Fine of P10,000.00

b. Failure to register or secure/renew a permit for safety engineers/officers

i		Within one (1) month after the expiration of the old permit	Fine of P5,000.00
i	i.	After one(1) month after the expiration of the old permit	Fine of P10,000.00 and additional fine of P10,000.00 per month on the succeeding months

c. Failure to employ a qualified safety officer.

	Within six(6 contract						l .					
ii.	After the si	xth (6th)	month	and	every	succeeding	An mor	additional	fine	of	P10,000.00	per

- d. Failure to notify the Bureau using the fastest and efficient means of communication the occurrence of any incident/accident specified and within the period set forth in Rule 4 Section 16 of the Rules Fine of P5,000.00.
- e. Failure to correct any unsafe condition(s) noted by the Bureau's authorized representative.

i.	First Offense	Written warning
ii.	Second Offense	Fine of P5,000.00
iii.	Third Offense	Fine of P10,000.00 and/or suspension of operation in the area affected until the unsafe condition(s) is/are rectified.

f. Withholding or failure to provide pertinent data or information regarding the safety aspects of geothermal operations as required by the Bureau.

i.	First offense	Written warning
ii.	Second offense	Fine of P5,000.00
iii.	Third offense	Fine of P10,000.00

2. Official receipts shall cover all fines collected in accordance with paragraph (1) hereof.

RULE 3 - SAFETY AND HEALTH ORGANIZATION

Section 11. Policy Statement

A general safety and health policy statement in writing shall be issued by the corporate organization to reflect management's positive attitude, support and commitment to effective leadership and program administration for safety and health.

Section 12. The Safety and Health Organization

The Safety and Health Organization shall be under the direct and immediate control and supervision of the Highest official. The safety and health program of the Organization shall be integrated in its overall management and control system. The employer shall ensure that a safety unit is assigned in each operation (i.e., plant or project) to maximize effective implementation of the employer's safety and health program and enforcement of the Rules.

Section 13. Personnel

1. Every employer shall appoint the number of qualified Full-time Safety Engineers/Officers in accordance with the following:

Minimum Number of Full-time Safety Engineer/Officers

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		Fynloration	More than 40	00	20	Orto 400	1	Less	than 2	200	
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		Construction	2 Departn	nent Heads	1		Manager		1	Sup	ervisor
		Production	4	employee			mployee		1		nployee
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Section 15.e Gulatime Safety Office afteryot engineer / Officer and the explanation team cellation of Safety Engineer's / Officer's Permit

- 3. Every employer shall appoint the number of qualified occupational health personnel in accordance with Rule
- 1. The entitle of the OSHS in the entitle of the purpose of Section 12 hereof if she/he has the sufficient training, experience, knowledge and other qualities to enable her/him to fulfill the section 14 hereof if the sufficient training, experience, knowledge and other qualities to enable her/him to fulfill the section 14 hereof if the sufficient training, experience, knowledge and other qualities to enable her/him to fulfill the section 12 hereof if

to compensors with Byte in the of their Strocas parameters affective geother than a non-sittle shall be conjugated and installations after commencement of its operations. The Committee shall be composed of the following:

3. <u>The Bureau may issue a certification/permit, attesting to the competence, of a person possessing any of the following qualifications:</u>

Committee Composition	Number of Employees in Geothermal Operations							
	More than 400	200 to 400	Less than 200					
Chairman	Manager or equivalent	Manager or equivalent	Manager or equivalent					
	2 Department Heads	1 Division Manager	1 Supervisor					
	4 employee	3 employee	3 employee					
	representatives	representatives	representatives					
Members	(preferably organized	(preferably organized	(preferably organized					
	union	union member)	union member)					
	member)	Company Physician or	Company Physician or					
	Company Physician	Company Nurse	Company Nurse					
Socratory	Full-time Safety	Full-time Safety	Full-time Safety					
Secretary	Engineer/Officer	Engineer/Officer	Engineer/Officer					

Section 15. Qualifications of Safety Engineer/Officer and Issuance, Cancellation of Safety Engineer's/Officer's Permit

- 1. An employee shall be regarded as a qualified Safety Engineer/Officer for the purpose of Section 12 hereof if she/he has the sufficient training, experience, knowledge and other qualities to enable her/him to fulfill the tasks required under the Rules.
- 2. All persons employed in the practice of occupational safety in the geothermal industry shall be duly qualified and accredited by the Bureau.
- 3. The Bureau may issue a certification/permit, attesting to the competence, of a person possessing any of the following qualifications:
 - a.) Duly registered and currently licensed engineer with at least five (5) years actual experience in occupational safety in geothermal industry-related work;
 - b.) Holder of a baccalaureate degree, with at least seven (7) years actual experience in occupational safety in geothermal industry-related work; or
 - c.) Accredited as a Safety Practitioner by the DOLE before the promulgation of the Rules.
- 4. A Safety Engineer's/Officer's Permit shall be issued upon submission of the following requirements:
 - a.) A duly accomplished and sworn application (refer to Appendix "A") with emphasis on service record.
 - b.) Endorsement and certification from the employer and/or service contractor.
 - c.) Two (2) pieces of 2" X 2" size pictures (any color) taken not less than three (3) months at the time of application; and
 - d.) Payment of application/processing fee in the amount of Two Hundred Pesos (P200.00).
- 5. Annual renewal of permit shall be made within one month prior to the date of expiration of the previously issued permit. The Bureau shall issue a new permit only after reviewing the qualifications and meritorious service record of the applicant, and compliance with the aforementioned accreditation requirements.

- 6. The Director may, upon the recommendation of the Chief of the Geothermal Division of the Bureau, cancel accreditation of safety personnel for any of the following reasons:
 - a.) Conviction of any criminal offense involving moral turpitude;
 - b.) Violation of professional ethics; or
 - c.) Gross negligence resulting in incidents/accidents as referred, but not limited to, Rule 4 Section 16 (2) of the Rules.

RULE 4 - REPORTING AND RECORDING OF INCIDENTS/ACCIDENTS

Section 16. Notification and Reporting

- 1. Every employer shall report to the Bureau in writing, the result of the investigation of all lost time accidents with major loss/damages.
- 2. In the transmittal of the written report required under paragraph (1) above, to the Bureau, every employer shall utilize the fastest available means of communication and shall be made within twenty-four (24) hours after occurrence of any, but not limited to, the following incidents;
 - a.) fatal accidents;
 - b.) hospitalization of three (3) or more persons;
 - c.) accidental detonation of explosives including blasting agents;
 - d.) geothermal explosion or blowout;
 - e.) accidental or over-exposure to ionizing radiation;
 - f.) accidental exposure to Immediately Dangerous to Life and Health (IDLH) levels of toxic substances; and
 - g.) property damages amounting to P1,000,000.00.
- 3. Each report shall be made using the prescribed form in Appendix "B".
- 4. A monthly statistical accident report shall be submitted by every employer to the Bureau on or before the 10th day of the succeeding month using the prescribed form in Appendix "C". Should the 10th day fall on a holiday, Saturday or Sunday, the said report shall be submitted on the next working day.

Section 17. Record-keeping

- 1. Every employer shall maintain a log and summary, on a calendar year basis, of all reportable incidents, which shall be completed in detail in the prescribed form.
- 2. The log and summary shall be made available during inspection to the representatives of the Bureau.

RULE 5 - GENERAL SAFETY AND HEALTH PROVISIONS

Section 18. General Applicability

If a particular standard or regulation is applicable to a specific condition, practice, means, method, process or operation, that standard or regulation shall prevail over a general standard or regulation which might also be applicable to the same condition, practice, means, method, process or operation.

Section 19. Safety and Health Training

- 1. Every employer shall ensure that his employees are provided with adequate health and safety training upon employment and on their being exposed to new or increased risks due to any of the following:
 - a.) transferred or given a change of responsibilities within the employer's undertaking;
 - b.) the introduction of new work equipment into or a change concerning work equipment already in use within the employer's undertaking:
 - c.) the introduction of new technology into the employer's undertaking; or
 - d.) the introduction of a new system of work into or a change concerning a system of work already in use within the employer's undertaking.
- 2. The safety and health training shall:
 - a.) be repeated periodically where appropriate;
 - b.) be adapted to take account of any new or changed risks to the health and safety of the employees concerned:
 - c.) take place during working hours; and
 - d.) be recorded to include the title, duration, facilitators/lecturers and results of course evaluations, among others.

Section 20. Personal Protective Equipment (PPE)

- 1. Every employer shall determine the presence of hazards or potential risks requiring the use of the PPE. If such hazards are present, or likely to be present, the employer/contractor shall:
 - a.) Select PPE that properly fits each affected employee;
 - b.) Communicate selection decisions;
 - c.) Require affected employee to use the PPE;
 - d.) Provide training on the proper use and care of the PPE to each employee who is required to use the same.

- 2. Employees shall be provided with the appropriate PPE, safety devices and equipment as required. All PPE to be used shall be of the approved design and construction appropriate for the exposure and the work to be performed.
- 3. Prior to use, appropriate fit test examination shall be conducted to ensure that the PPE conforms to the following minimum requirements:
 - a.) Provide adequate protection against the specific hazard for which they are designed or intended;
 - b.) Be reasonably comfortable to use; and
 - c.) Fit properly and shall not unduly interfere with the movements of the user.
- 4. No employee in a geothermal plant or field shall be subjected or exposed to a hazardous environmental condition without the necessary protection.
- 5. The employee is physically fit to use the PPE.

Section 21. Workplace Monitoring and Control

- 1. Every employer shall monitor and control the employees' exposure to workplace hazards, and shall maintain such records for each employee in accordance with Rule 1070 of the OSHS, as amended.
- 2. All regular measurements of the workplace hazards shall be carried out in operations and work processes, and a record of such measurement shall be made available during the Bureau's inspection.
- 3. Periodic monitoring of airborne toxic and hazardous substances.
- 4. Every employer shall develop an appropriate procedure relative to works involving toxic and hazardous substances.

Section 22. Electrical and Mechanical Works

All electrical and mechanical installations, constructions and equipment shall be in accordance with the provisions of the latest edition of the Philippine Electrical Code and Philippine Society of Mechanical Engineering Code. Operations, maintenance and repair works of electrical and mechanical equipment or machinery shall be done by qualified and duly authorized personnel.

Section 23. Guarding of Machinery

All moving parts of machinery and all dangerous parts of equipment shall be effectively guarded in conformity with Rule 1200 of the OSHS, as amended.

Section 24. Work Permit System

- 1. Every employer shall adopt and implement a "Work Permit" system.
- 2. Every employer shall not allow any Hot Work unless all fire and explosion hazards are removed or

controlled.

3. Every employer shall ensure that employees exposed to the hazards created by any Hot Work are protected by PPE in accordance with the requirements of Section 3 of the Rules.

Section 25. Use of Commercial Explosives

No employer shall store, handle or transport explosives or blasting agents within geothermal facilities when such storage, handling and transportation of explosives or blasting agents constitutes an undue hazard to life or limb. For this purpose, pertinent requirements of Rule 20, Div. 1-3 of the Fire Code of the Philippines is hereby adopted. A monthly transaction report shall be submitted to the Bureau using the prescribed form in Appendix "D".

Section 26. Construction Works

Every employer shall safeguard their employees engaged in construction work by complying with appropriate standards. The construction safety standards provided under Rule 1410 of the OSHS are hereby adopted and shall apply, according to the provisions thereof, to every geothermal workplace.

Section 27. Fire protection and Control

- 1. Every employer shall, in consideration of the potential risk involved, construct or install, provide, incorporate,
 - adopt and maintain in geothermal facility under operable and practical conditions the following:
 - a.) Fire suppression devices, equipment or systems;
 - b.) Fire safety structures; and
 - c.) Fire protection and warning systems.
- 2. Every employer shall ensure that geothermal operations or processes with potential for serious fire and explosion are segregated or so located in areas where only a minimum number of employees required in the
 - process is allowed at any given time.
- 3. For basic safety measures and special precautions required for fire prevention in hazardous work processes as well as use, handling and/or storage of hazardous materials, relevant provisions of the Fire Code of the Philippines shall be adopted.

Section 28. Serious and Imminent Danger

- 1. Every employer shall
 - a.) establish appropriate emergency action plan to be implemented in the event of serious and imminent danger.
 - b.) designate a sufficient number of competent persons to implement those procedures insofar as they

relate to the evacuation of employees from their work; and

- c.) ensure that none of its employees has access to any area to which it is necessary to restrict access on grounds of health and safety unless the employee concerned has received adequate health and safety instructions and the employee's presence is necessary for the abatement of the imminent danger.
- 2. For the purpose of No. 1 (a) above, the procedures that may be adopted by the employer shall include the following:
 - a.) Inform any person at work who is exposed to serious and imminent danger, of the nature of the hazard and of the steps taken or to be taken to protect him/her from the hazard;
 - b.) Enable the persons concerned, without prejudice to taking appropriate steps in the absence of guidance or instruction and in the light of their knowledge and the technical means at their disposal, to stop work and immediately proceed to a safe place in the event of their being exposed to serious, imminent and unavoidable danger; and
 - c.) In exceptional cases, for reasons duly substantiated, prevent the persons concerned from resuming work in any situation where there is still serious and imminent danger.
- 3. A person shall be regarded as competent for the purposes of No. 1 (b) above where he has sufficient training, experience or knowledge and other qualities, to enable him/her to properly implement the evacuation procedure referred to therein.
- 4. Every employer shall set up, communicate and maintain an appropriate emergency alarm system to alert or warn all persons likely to be affected by existing or imminent disaster conditions. The alarm shall be distinctive and recognizable as a signal to evacuate the area or to perform actions designated under the emergency action plan.
- 5. Every employer shall conduct emergency drills at least twice every year to ensure safe and orderly evacuation of personnel as well as timely and effective action of response team.

Section 29. Hazard Communication

- 1. Every employer shall inform all its employees on the safety and health hazards associated with their work. Hazardous substance and chemicals used, processed or produced shall be evaluated, stored in approved containers and properly labeled.
- 2. Standard instructional/warning sign and color code for identification of materials conveyed in piping system shall be used by every employer consistent with the requirements of the OSHS, as amended, and the Philippine Society of Mechanical Engineers Code, respectively.

Section 30. Engineering Change Management

As part of the engineering functions or process management, all new installations, plant, equipment and changes in facility shall have a hazard screening and review conducted to ensure conformance with standards.

RULE 6 - OCCUPATIONAL HEALTH REQUIREMENTS

Section 31. Health Program

- 1. Every employer shall promote, protect and maintain the health and well being of its employees through the implementation of an occupational health program which includes the following:
- a.) Health examination pre-employment, periodic, special, transfer/separation and other health examination

deemed necessary by qualified health authority;

- b.) Management and treatment of occupational injuries and diseases;
- c.) Immunization programs;
- d.) Health education and counseling;
- e.) Keeping of medical records; and
- f.) Other relevant health program.
- 2. Health surveillance shall include the following activities:
 - a.) Biological monitoring;
 - b.) Medical surveillance; and
 - c.) Symptoms injury, inspection and examination.

Section 32. Health Services

1. Every employer shall, in accordance with the requirements of Rule 1960 of the OSHS, as amended, provide

the necessary medical and dental services and facilities.

- 2. Every employer shall maintain necessary additional emergency medical supplies and medicines as recommended by the employer's medical personnel.
- 3. In the absence of a clinic or hospital near and/or in proximity to the place of work, every employer shall ensure that suitable transport facilities are readily available, and sufficient number of persons are adequately

trained and readily available to render first aid.

4. The employer shall provide the necessary sanitary and welfare facilities in the work place as required under Chapter VII of P.D. 856 otherwise known as the "Sanitation Code of the Philippines."

RULE 7 - FINAL PROVISIONS

Section 33. Separability Clause

In the event that any provision of the Rules or the application of such a provision to any person or circumstance is declared invalid, the remainder of the Rules and the application of such a provision to other persons or circumstances shall not be affected by such declaration.

Section 34. Resolution of Conflicts and Overlapping Jurisdictions

In case any provision of the Rules conflicts, duplicates or overlaps with rules and regulations being implemented by other government agencies, such conflict, duplication or overlapping shall be resolved by coordination or any other means of cooperation among such agencies.

Section 35. Repealing Clause

All geothermal safety and health rules and regulations, orders or parts thereof which are inconsistent with or contrary to the Rules are hereby repealed, amended, or modified accordingly.

Section 36. Effectivity

The Rules shall take effect fifteen (15) days after publication in at least two (2) newspapers of general circulation.

Fort Bonifacio, Taguig, Metro Manila.

11 February 2000.

Sgd.

MARIO V. TIAOQUI

Secretary