

NATIONAL ANNUAL OCCUPATIONAL SAFETY AND HEALTH AWARDS 2024

GUIDELINES FOR APPLICANTS

The National Occupational Safety and health Awards recognise commitment of workplaces and individuals to good safety and health management.

The participating workplaces will be required to answer some key preliminary questions from a questionnaire, about the safety and health management at the particular workplace.

Only those Workplaces that will attain marks above a score determined by the adjudicators will be shortlisted. These workplaces will thereafter be subjected to a physical inspection using a structured checklist that will be used to determine the winners of the award. The winners will be the workplaces or individuals who score the highest marks per sector.

Eligibility

Each application covers one workplace. If you wish to enter several workplaces, you must complete a separate application and questionnaire for each of the workplace.

Please note that the workplace **MUST:**

- a) Be registered under the Occupational Safety and Health Act.
- b) Not have been subject to any prohibition notices during the year 2022 and 2023;
- c) Not have been prosecuted and found guilty in a court of law in relation to safety and health during the year 2022 and 2023.
- d) The workplace must fall within the sectors participating in the OSH Awards 2024

Conditions

The DOSHS reserves the right to withhold, suspend or withdraw a National OSH Award if it is confirmed at any stage that the applicant either had not met the eligibility criteria or failed to fully disclose all material facts which brings their eligibility into question.

The DOSHS may publish information concerning the winners to promote the awards and to help disseminate best practice.

Submission of application for participation in the awards

- You should complete the relevant application obtainable from DOSHS.
- Your application applications must be received by close of business on 15th January 2024
- Late applications will **NOT** be accepted.

Completion and submission of questionnaire

- Application forms and questionnaire may be obtained from the state department for labour website www.labour.go.ke or any DOSHS office countrywide.
- You should answer ALL the questions
- The answer to each question must NOT exceed 100 words.
- Please send supporting documents where applicable.

How your application will be marked

Your application will be marked by adjudicators appointed by DOSHS.

The adjudicators will be safety and health professionals.

A rigorous standardisation process ensures that each adjudicator applies the marking scheme in a consistent manner so that all applications are marked to the same standard.

Results and feedback

Results will be communicated through email or post to the participants by 17th April 2024 and a list of successful contestants may be published on the State Department for Labour website.

Award ceremony

All participants will be formally invited to attend the award giving ceremony on the 28th April 2024 at a venue to be determined by DOSHS

For more information

Should you have any questions or require further information, please contact us on telephone no 020-2667722, 0791571344 or email doshdept@labour.go.ke

Dr. Musa Nyandusi

Secretary, OSH