



# Basic Understanding of EICC Requirements (Health and Safety)

Prepared by  
SCM\_SER Team  
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# OVERVIEW OF ELECTRONICS INDUSTRY CITIZENSHIP COALITION (EICC)

# Overview of EICC

- ✓ Founded in 2004
- ✓ Non-profit coalition of the world's leading electronics companies
- ✓ Purpose
  - improve social, economic, and environmental conditions in the global electronic supply chain through use of a standardized code of conduct.
- ✓ Incorporated in 2007 as an association
  - to ensure greater awareness of the Code, and to expand its adoption across the industry
- ✓ - governed by a Board of Directors that oversees the association's operations, communications, and programs



# EICC Focus Elements/Code - v501

## Treat Employee with dignity and Respect

1. Freely Chosen Employment (5)
2. **Young Workers (4)**
3. Working Hours (4)
4. Wages and Benefits (6)
5. Humane Treatment (3)
6. Non-Discrimination (3)
7. Freedom of Association (8)

## Uphold the highest standards

1. Business Integrity (1)
2. No Improper Advantage (1)
3. Disclosure of Information (1)
4. Intellectual Property (1)
5. Fair Business, Advertising and Competition.(2)
6. Protection of Identity **and non retaliation. (2)**
7. Responsible Sourcing of Minerals (1)
- 8.Privacy (1)

Changes is in bold font for v5.



A management systems approach drives sustainable solutions

## Evaluate and control Exposure to hazards

1. Occupational Safety (3)
2. Emergency Preparedness (6)
3. Occupational Injury & Illness (4)
4. Industrial Hygiene (2)
5. Physically Demanding Work (1)
6. Machine Safeguarding (2)
7. Sanitation, Food , and Housing (3)
8. **Health and Safety communication (1)**

## Protect the Environment

1. Environmental Permits & Reporting. (2)
2. Pollution Prevention and resource reduction. (1)
3. Hazardous Substances. (3)
4. Wastewater and Solid Waste (2)
5. Air Emissions (2)
6. **Materials Restrictions (1)**
7. **Storm water management (1)**
8. **Energy Consumption and Greenhouse Gas Emissions (1)**

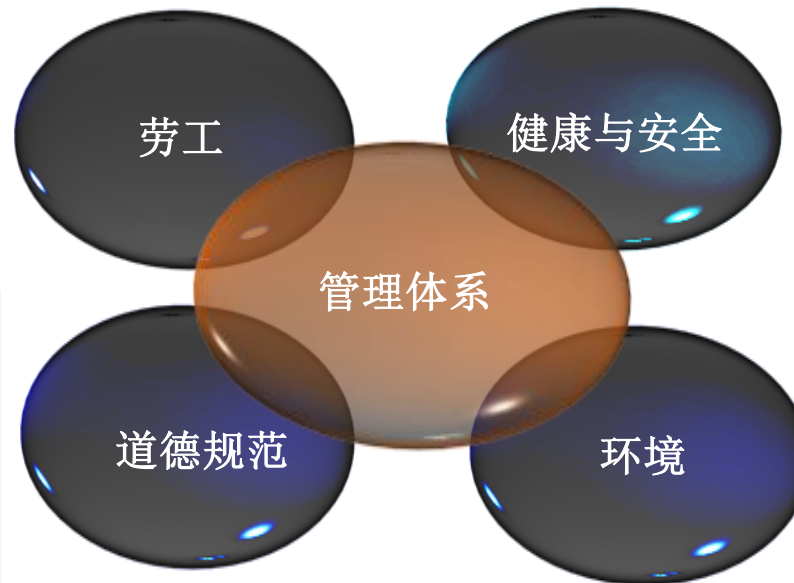
# EICC重点内容/守则版本501

## 以尊严和尊重对待员工

- 1) 自由择业 (5)
- 2) 青年员工 (4)
- 3) 工作时间 (4)
- 4) 薪资福利 (6)
- 5) 人道待遇 (3)
- 6) 非歧视 (3)
- 7) 自由结社 (8)

## 坚持最高的标准,

- 1) 诚信经营 (1)
- 2) 无不正当利益 (1)
- 3) 信息披露 (1)
- 4) 知识产权 (1)
- 5) 公平交易、广告和竞争 (2)
- 6) 身份保护和无报复政策 (2)
- 7) 负责任的矿物采购 (1)
- 8) 隐私 (1)



## 危害暴露的评估和控制

- 1) 职业安全 (3)
- 2) 应急准备 (6)
- 3) 工伤和疾病 (4)
- 4) 工业卫生 (2)
- 5) 强体力型工作 (1)
- 6) 机器防护 (2)
- 7) 公共卫生、饮食和住宿 (3)
- 8) 健康和沟通 (1)

## 保护环境

- 1) 环境许可与报告 (2)
- 2) 预防污染和节约资源 (1)
- 3) 有害物质 (3)
- 4) 废水与固体废物 (2)
- 5) 废气排放 (2)
- 6) 材料限制 (1)
- 6) 暴雨管理 (1)
- 7) 能源消耗和温室气体排放 (1)

管理制度方法推动可持续的解决方案

# ZERO Tolerance Items

## Labor

- Child Labor
- Forced Labor
- Bonded Labor
- Inhumane treatment

## Health & Safety

- Imminent health and safety issues as defined by VAP
- Imminent environmental risk as defined by VAP

## Other

- Falsifying records
- Bribery

Please Note: All Zero Tolerance items require a closure audit (VAP or 3<sup>rd</sup> Party AMA)

# BENEFIT TO FACTORIES

- √ Positive impact on brand name
- √ Zero incident record will help easier to recruit talent workers
- √ Cost Saving (reduce death, injured loss time etc)
- √ Improve working conditions and workers satisfaction
- √ Increase moral
- √ Decreases absenteeism
- √ Increase productivity, reduce worker turnover and lower the risk of labor disputes
- √ By leveraging on standardize tools and code of conduct from EICC, it help meet various customer requirements



# Occupational Safety

- Get all legal required licenses, permits, approvals, and registrations;
- Ensure all legal required licenses, permits, approvals, and registrations are up to date;
- Conduct testing for industrial hygiene, drinking water, and ventilation system;
- Ensure the testing is done at a frequency stated in permits, licenses or by customers and does not exceed a period of two years;
- Ensure that worker exposure to potential safety hazards (e.g. electrical and other energy sources, fire, vehicles, and fall hazards) are controlled through proper design, engineering and administrative controls and safe work procedures;
- Developed and implemented a process to assess worker safety hazards and determine appropriate PPE for specific job tasks and/or areas of the facility;
- Provide appropriate Personal Protective Equipment (PPE) to workers and ensure it is consistently and correctly used .

## Quiz

What measures should be taken by management for potential safety hazards (e.g. electrical and other energy sources, fire, vehicles, and fall hazards) control? (multiple choice)

A, Proper design

B, Engineering control

C, Administrative controls

D, Safety work procedures;

The correct answer = A, B, C and D

# Emergency Preparedness

- Get all legal required fire safety and emergency preparedness permits & licenses;
- Ensure that all legal fire safety and emergency preparedness permits & licenses are up to date;
- Ensure that fire safety inspection and emergency preparedness testing is done at a frequency stated in permits, licenses or by customers and does not exceed a period of two years and meeting the conditions of permits, licenses or legal and customer requirements;
- Ensure that portable fire extinguishers, heat and smoke detection, and an alarm and notification system are provided, ready for use, and free of obstruction;
- Develop emergency programs at least for fire, chemical spill (if chemicals used), earthquake (if in earthquake zone), bomb threat, work place violence, strike, severe weather (rain, flood, typhoon, frost, snow,...);

# Emergency Preparedness

- Ensure that effective emergency exit access, exits, and exit discharge are adequate in number and location, readily accessible, and properly maintained;
- Ensure that exit doors are easily opened by operating a lever or panic hardware (push bar);
- Ensure that exit signs are provided to mark exits on every floor and illuminated and/or lighted in the event of a power failure;
- Emergency lighting are provided and installed to illuminate means of egress in the event of a power failure;
- Ensure that fire and other emergency evacuation and response drills are conducted with all employees and meeting legal and customers requirement;

## Quiz

The emergency programs of suppliers must include what kinds of following emergencies? (multiple choice)

A, earthquake B, chemical spill C, fire D, severe weather

The correct answer = C and D

# Occupational Injury and Illness

- Ensure that all reportable and non-reportable accidents are tracked, documented, and investigated to minimize the potential for future occurrence;
- Ensure that injury and illness statistics for last 3 years are available;
- Develop a system for workers to report health and safety incidents and near-misses, as well as a system to investigate, track, and manage such reports;
- Set up a surveillance system for pre-job, on-the-job, post-job, and post-emergency medical surveillance and meet the requirements as per local legislation;
- Maintain an effective first aid process and adequate number of trained first responders to provide initial medical treatment for injured or ill workers;
- Ensure that adequate first aid kits are for injured or ill workers in designated areas;
- Ensure that all first aid kits have adequate supplies and are inspected on a monthly basis;

## Quiz

How long the injury and illness statistics should be maintained on site?

A, at least 1 year; B, at least 2 years; C, at least 3 years; D at least 4 years;

The correct answer = C

# Industrial Hygiene

- Develop and implement an evaluation methodology to assess potential employee health risk to onsite chemical, biological or physical agents;
- Industrial hygiene testing is conducted at a frequency stated in permits, licenses or by customers and does not exceed a period of two years;
- The testing results of industrial hygiene meets the conditions of permits, licenses or legally or customer requirements;
- Administrative controls (limiting worker exposure time; job rotation) should be designed to reduce worker exposures, proper marking of all chemical, biological and physical agents;

## Quiz

Industrial hygiene testing should be conducted at a frequency stated in permits, licenses or by customers and does not exceed a period of \_\_\_\_?

A, 1 year; B, 2 years; C, 3 years; D, 4 years;

The correct answer = B

# Physically Demanding Work

- Develop a documented program to identify, evaluate and control physically demanding work;
- Risk assessment records for the past three years should be maintained for physically demanding work;
- Engineering (e.g. palletizers, lift tables, adjustable work platforms,...) and administration (limiting worker exposure time; job rotation) controls are designed to reduce physically demanding work;
- Implement, manage and monitor the effectiveness of ergonomic control strategies using:
  - ✓ Periodic ergonomic task analyses
  - ✓ Key performance indicators that include but are not limited to worker discomfort survey data, worker/supervisor feedback, job-specific turnover; rates, and job-specific defect rates.

## Quiz

Which kinds of measures below can help to reduce physically demanding work?

A, limiting worker exposure time;

B, job rotation;

C, adjustable work platforms;

D, palletized;

The correct answer = A, B, C and D

# Machine Safeguarding

- Ensure all legally required machine safety permits & licenses are in place and valid.
- Ensure that all machine safety testing and evaluation reports are in place and meeting the conditions of permits, licenses or legal requirements;
- Develop documented procedures for a machine-safeguarding program;
- Ensure all machines have adequate safeguards, emergency stops and operators operate machine safely;
- Ensure that machinery pinch points, points-of-operation, rotating shafts, flywheels, chain drives, motor-driven movement, ... are guarded against potential exposures;
- Work instructions (if necessary or required) are available in a language understood by the worker at machine (or within proximity);

## Quiz

Machines guards against potential exposures should be installed for \_\_\_\_\_?

A, pinch points; B rotating shafts; chain drives; D, flywheels;

The correct answer = A, B, C and D

# Food, Sanitation and Housing

- Obtain all legally required food, sanitation and housing permits & licenses, and ensure it is up to date;
- Ensure that canteen/kitchen workers have valid health certificates;
- Ensure that dormitory and sanitary facilities (common areas, hallways, rest rooms,...) are clean and properly maintained.
- Ensure that adequate lighting (Lighting is adequate for reading, writing and other off-work activities) and safe and sufficient electricity sockets are provided in dormitory;
- Ensure that lodging and cooking facilities are separate
- Ensure that adequate number of first aid boxes in dormitory;
- Dormitory facilities should be separated by gender and adequate in number;
- Adequate hand washing facilities should be provided in canteen;

## Quiz

Which equipments below are necessary in dormitory & sanitary facility:

A, Fire extinguishers;

B, First aid kits;

C, Spill control kits;

D, Eye washing facilities;

The correct answer = A, B



# Health and Safety Communication

- Health and Safety communication must be in a language understood by the worker;
- Conduct H&S training needs analysis;
- Develop and implement a training program, which should includes:
  - ✓ A training matrix;
  - ✓ A training plan;
  - ✓ Training materials and training records;
- Ensure that refresher training schedules are established and implemented;
- Develop a hazard communication procedure;

## Quiz

A training program should includes \_\_\_\_\_?

A, A training matrix;

B, A training plan;

C, training materials;

D, training records;

The correct answer = A, B, C and D

# Jabil Requirements

- All Jabil suppliers must sign EICC acknowledgement letter
- All Jabil suppliers must response to EICC SAQ from Jabil
- Response to EICC SAQ through EICC ON or Offline Version and share with Jabil as required
- Support EICC audit as required ( VAP or CMA )
- Share EICC VAP report and the corrective action with Jabil
- Work on corrective action from VAP or CMA if there is any
- Work on corrective action and provide report to Jabil if there is any allegation report on your company

# Summary

From this course, you have learned:

- EICC Elements
- Zero Tolerance Items
- Benefits to Your Facilities
- Occupational Safety
- Emergency Preparedness
- Occupational Injury and Illness
- Industrial Hygiene
- Physically Demanding Work
- Machine Safeguarding
- Food, Sanitation and Housing
- Health and Safety Communication

**Thank You**

*Looking forward to a good business cooperation  
with you*