



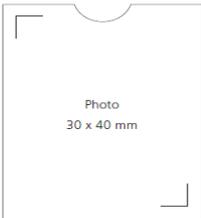
Description/application: FCOS Personal safety passport

The personal safety passport (order number 6090.e) issued by FCOS (EKAS) is intended for all employees with the exception of personnel on loan in the personnel leasing category. (A special safety passport - order number 6060.e - is available for the latter.) The passport is the personal property of the employee concerned. The FCOS safety passport contains entries for training courses and briefings associated with occupational safety (AS) and health protection (GS) in the workplace. An FCOS safety passport provides a concise overview as to whether an employee has been adequately prepared for the relevant issues in the fields of occupational safety and health protection and that the risk of suffering an occupational accident has thus been substantially reduced. However, while employees are on working assignments, the safety passport does not relieve companies of their duty to regularly monitor the implementation of the knowledge listed.

The FCOS safety passport enhances employees' chances in the labour market. That is why as many of the owner's briefings and training courses as possible in occupational safety and health protection must be certified with an entry.

The relevant legal bases are listed in the comprehensive introduction. Tips on its application are also derived from the latter.

Entry of personal data, OASI number (AHV) and professional qualifications

<p>Personal safety passport for</p> <p>Last name _____</p> <p>First name _____</p> <div style="text-align: center;">  <p>Photo 30 x 40 mm</p> </div> <p>Social Security number _____</p> <p>Profession _____ Year of qualification _____</p> <p>Further professional qualifications _____ Year of qualification _____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>2 www.ekas.ch</p>	<p>The personal data must ensure that the safety passport holder is clearly identified and allocated.</p> <p>The passport holder's <u>social security number</u> is particularly suitable as a clear key.</p> <p>The profession learned as well as any additional professional qualifications acquired are entered here.</p>
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In addition to the information mentioned on page 2 of the FCOS safety passport, pages 10 to 41 are largely for entries relating to training courses and briefings and made by the persons authorised to do so:

These entries relate to training courses and briefings in the field of occupational safety and health protection in the workplace.

An FCOS safety passport can contain entries for courses and briefings that are associated with a certain type of work or with a certain construction site or with a certain company as well as any that are not immediately associated with an assignment and possibly not even with the employer. For example, course organisers can be universities, FCOS, Suva, associations as well as the manufacturers of equipment and materials.

The designation or the name of the course, briefing and/or the introduction as well as the most important course or briefing contents must be listed. The duration of the training course(s), the place, date, company or training provider/training centre as well as a legible signature are also important. This information will facilitate any subsequent clarifications required. Employers authorised to make entries can be company owners, superiors or line managers.

Training courses and briefings			
Course / briefing, learning module			
Course content			
Course dates	from	to	
Duration	Week(s)	Day(s)	Hour(s)
Place	Date	Training centre / Employer (Stamp / Signature)	

According to article 82 of the Accident Insurance Act (UVG) employers are responsible for occupational safety and, based on article 6 of the Employment Act, for occupational health. An analogue regulation is also contained in article 328 of the Code of Obligations. The legislature assigns the employer a number of duties based on article 3 and the following regulation on accident prevention (VUV).

The purpose of the entries in this FCOS safety passport is to provide employers with a verifiable substantiation of the briefing/introduction required and/or the training required for their employees in the fields of occupational safety and health protection.

Maintaining a safety passport is therefore highly recommended.