



Guidelines for work environment and health

Ref.no.1-711/2018

Ref. number: 1-711/2018	Ref.no previous version: 1-663/2013	Date of decision: 2018-10-30	Period of validity: Until further notice from 2018-11-01
Decision: President		Document category: Guidelines	
Handled by office/unit: HR Office		Prepared together with: Work environment committee, the trade unions and the Education support office at KI	
Revised concerning: Template, traceability and demands in AFS 2015:4 Organizational and social work environment			

Guidelines for work environment and health

Introduction

Karolinska Institutet's (KI's) vision and core values are the starting point for the guidelines for work environment and health. The guidelines express the employer's will and commitment and shall support the implementation of KI's overall mission to work for all people's health through education and research.

The present guidelines also constitute KI's work environment policy, in accordance with *AFS 2001:1 Systematic work environment management*.

Purpose

KI's work environment shall promote the health of employees and students in work and studies so they will have conditions to perform a creative, innovative and sustainable work that leads to very high quality in education and research.

Scope

The guidelines apply to co-workers and students at KI. The work environment and health management shall be characterized by a holistic approach in which all work environment factors are assessed and managed.

Overall goals

- KI shall be a safe and secure work and study place that is characterized by clarity regarding organization and responsibilities, as well as an active work environment and health management.
- The work and study environment at KI shall be characterized by a good social climate with mutual respect, consideration and responsibility, encouraging and fair leadership and participation and freedom for action. There shall also be possibilities for reflection and recuperation in the work/studies.
- KI's work environment management shall prevent ill-health and accidents in work and studies. If near accidents and occupational injuries still occur, they shall be managed (in order to prevent similar events from occurring again) and documented in the internal incident reporting system for co-workers and students.

- The departments/corresponding shall, in their local activity plans, formulate their own goals with accompanying activities regarding the organizational and social work environment.

Goal fulfillment is followed and followed up at annual safety inspections, in development dialogues, in co-worker and student surveys (questionnaires), in the departments'/corresponding activity reports, at internal audits' reviews and in the annual follow-ups/audits of the systematic work environment management carried out by KI's local work environment groups.

Responsibility for achieving the goals.

It is a mutual and joint responsibility for everyone who works and studies at KI to participate and contribute to good work environment and health.

KI's management shall work with strategic and coordinated efforts to support and create conditions for the work environment and health management of the departments and the joint functions.

Departments/equivalent shall allocate resources, implement measures and continuously monitor their work environment and health management for co-workers and students.

Managers/leaders shall exercise a clear and supportive leadership that promotes physical and mental well-being and actively lead the local work environment and health management.

Co-workers and students shall take responsibility for their own well-being and actively contribute to good security and a good working climate.

Applicable laws and provisions

Work environment act and Work environment ordinance

Discrimination act

Social insurance act

AFS 2001:1 Systematic work environment management

AFS 2015:4 Organizational and social work environment

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