



Republic of the Philippines
Department of Transportation
PHILIPPINE RAILWAYS INSTITUTE



PRI Office Order No. 7, series of 2022

TO : ALL CONCERNED PRI PERSONNEL

FROM : UNDERSECRETARY AND OFFICER-IN-CHARGE OF THE PHILIPPINE RAILWAYS INSTITUTE

SUBJECT : PRI's HEALTH AND SAFETY COMMITTEE

DATE : 17 MAY 2022

**DOTr - PRI
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Control No.: PRI-ODR-PHS-000

Signature:

To continuously maintain the positive safety culture and healthy work environment in the Philippine Railways Institute (PRI), a Safety and Health Committee is hereby established. The said committee, the planning, policy making, implementing, monitoring, and evaluation of all matters pertaining to safety and health, shall have the following duties and responsibilities:

1. plans, develops, implements, monitors, and evaluates occupational safety and health programs for the PRI;
2. directs the efforts for the prevention of accidents and work-related illness of the PRI personnel in accordance with safety and health programs, safety performance, and government regulations in order to prevent accidents/illness from occurring related to hazards in the workplace;
3. conducts safety and health meetings at least once a month;
4. reviews reports of inspection, accident investigations, and implementation of safety programs;
5. provides necessary assistance to government inspecting authorities in the proper conduct of activities such as enforcement of safety and health rules and regulations;
6. initiates and supervises safety trainings for PRI personnel as well as regular safety and health awareness seminars;
7. develops and maintains a disaster contingency plan, and organizes such emergency service units as may be necessary to handle disaster situation pursuant to the emergency preparedness manual; and
8. coordinates with relevant agencies/offices relative to safety and health.

The PRI, considered as Type D by the Department of Labor and Employment's Occupational Safety and Health Standards having less than one hundred (100) personnel, shall be headed by the Executive Director as the Committee Chairperson with the following composition and corresponding duties and responsibilities:

Designation	Name of Personnel	Duties
Chairperson	Usec. Anneli R. Lontoc	Directs the health and safety programs, and assumes overall responsibility for safety of the PRI personnel
Members	Ma. Carolina P. Arzadon (Foreman/Supervisor) Kert John S. Garcia (Worker) Abel C. Trinidad (Worker) Marienel M. Visaya (Worker) Eric B. Apellido (Worker) Ana Katrina A. Carlota (Worker) Pritecil Floresa D. Mariano (Nurse)	See 1-8 above

Safety Man	Luisito DG. Apacible	<div>The Chairperson's principal assistant and consultant in the application of programs to remove/ mitigate hazards in the workplace. Specifically:</div> <div><div>1. serves as the Committee's Secretary;</div><div>2. acts in an advisory capacity on all matters pertaining to health and safety;</div><div>3. conducts investigation of accidents and submits separate report and analysis to the Chairperson;</div><div>4. coordinates all health and safety training programs;</div><div>5. conducts health and safety inspection;</div><div>6. maintains or helps in the maintenance of an efficient accident record system and coordinates actions taken to eliminate accident causes; and</div><div>7. provides assistance to government agencies in the conduct of safety and health, inspection, accident investigation, or any other related programs.</div></div>
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The above-mentioned personnel shall discharge the duties and responsibilities attached to their respective designations pursuant to this Order, in addition to their existing duties and responsibilities in the PRI.

Moreover, in order to provide an opportunity for other personnel to become members and participate in safety program planning, a periodic change in membership is encouraged. For this purpose, the committee's composition shall be for one (1) year except for the Chairperson, Nurse, and the Safety Man who shall be permanent committee members.

This Order shall take effect immediately.


ANNEL R. LONTOC, CESO I
