

Occupational Health and Safety and Occupational Diseases Application and Research Center

GENERAL ASSESSMENT GUIDE FOR OCCUPATIONAL HEALTH AND SAFETY INSPECTIONS

1. Is an Emergency Escape (Fire) Stairway Designated?

Emergency Escape (Fire) Stairway: A stairway that can be used for the safe and rapid evacuation of people in a building in the event of fire and other emergencies, protected against fire and opening onto a safe area at natural ground level.

Legal / Reference Source: Buildings Protection Against Fire Regulation

2. Are Emergency Exit and First-Aid Signs Available?

Emergency exit and first-aid signs: Signs providing information about emergency exit routes, first aid or rescue.

Rectangular or square in shape; white pictogram on a green background. The green area shall cover at least 50% of the sign area.

Legal / Reference Source: Regulation on Health and Safety Signs

3. Is Emergency Lighting Available?

Emergency lighting means lighting supplied by the luminaire's own power source or by a second energy source when the normal lighting circuits fail.

The emergency lighting system shall automatically come into operation and provide sufficient illumination when the external electrical supply is interrupted, when electrical power is cut for safety reasons due to fire, earthquake or similar events, or when normal lighting is interrupted because a circuit breaker or fuse operates.

Legal / Reference Source: Buildings Protection Against Fire Regulation

4. Has a Disaster and Emergency Assembly Area Been Designated?

Disaster and emergency assembly area: A safe area where the public can move away from a hazardous area and gather in order to prevent panic and ensure healthy exchange of information during the period following a disaster or emergency until temporary accommodation centers are ready.

Legal / Reference Source: Regulation on Disaster and Emergency Response Services

5. Is an Emergency Evacuation Plan Available?

The evacuation plan shall show:

- 1) Locations of emergency equipment, including equipment used for firefighting.
- 2) Locations of first-aid materials.
- 3) A plan showing escape routes, assembly areas and, where applicable, warning systems.
- 4) Names, surnames, titles, areas of responsibility and contact details of designated employees and substitutes, if any.
- 5) Emergency contact numbers of national and local institutions and organizations related to emergencies.
- 6) Areas containing special risks such as chemical release, flash fire or explosion hazards.
- 7) Points and valves for shutting off electricity and gas.

The evacuation plan shall be posted visibly at entrances and exits of workplace buildings and annexes and on floors, at a height appropriate to employees' eye level.

Legal / Reference Source: Regulation on Emergencies in Workplaces

6. Have Emergency Response Teams Been Designated?

The employer shall establish the following emergency teams:

- a) Firefighting team.
- b) Rescue team.
- c) Protection team.
- d) First-aid team.

At least one suitably equipped and specially trained employee shall be designated as a support person for every:

- a) 30 employees in very hazardous workplaces,
- b) 40 employees in hazardous workplaces,
- c) 50 employees in less hazardous workplaces.

For workplaces with fewer than 10 employees, it is sufficient to designate at least one support person for all firefighting, rescue and protection teams.

For first aid, the employer shall designate support personnel in accordance with the First Aid Regulation published in the Official Gazette dated 29 July 2015, No. 29429.

Legal / Reference Source: Regulation on Emergencies in Workplaces

7. Has an Employee Representative Been Designated?

The employer shall appoint a sufficient number of employee representatives by election among employees, or by appointment where election is not possible, taking workplace risks and employee numbers into account and ensuring balanced distribution.

The number of employee representatives shall be:

- a) 1 for workplaces with 2–50 employees.
- b) 2 for 51–100 employees.
- c) 3 for 101–500 employees.
- d) 4 for 501–1,000 employees.
- e) 5 for 1,001–2,000 employees.
- f) 6 for 2,001 or more employees.

Legal / Reference Source: Communiqué on the Qualifications and Election Procedures and Principles of Employee Representatives Related to Occupational Health and Safety

8. Is There Lighting in Emergency Escape (Fire) Stairways?

Escape routes shall have the lighting necessary for users to evacuate. Where emergency lighting and directional lighting units are of a type that does not illuminate while normal lighting is available, they shall automatically operate when normal escape-route lighting fails.

All escape routes and escape stairways shall be illuminated. Escape-route lighting shall operate continuously whenever use of the escape routes may be necessary. Lighting shall be provided by the building's general lighting installation; natural lighting alone is not considered sufficient.

Legal / Reference Source: Buildings Protection Against Fire Regulation

9. Has a Fire Drill Been Conducted?

Personnel of emergency teams shall be trained, under the responsibility of the building owner, manager or supervisor, in fire protection, firefighting, saving life and property, first aid, cooperation with the fire brigade

and organization, with support from local fire and civil-defense organizations. Their knowledge and skills shall be improved through drills.

Team members and other personnel in the building shall receive practical training on how to use firefighting equipment and how to contact the fire brigade as quickly as possible.

A firefighting and evacuation drill shall be conducted in the building at least once a year.

Legal / Reference Source: Buildings Protection Against Fire Regulation

10. Is a Fire Detection and Alarm System Available?

Electrical installations, escape-route lighting, and fire detection and warning systems installed in buildings shall be designed, installed and kept operational so that they do not harm occupants in the event of fire or another emergency, prevent panic, enable safe evacuation and create a safe environment.

All electrical installations, escape-route lighting, emergency lighting and directional systems, and fire detection and warning systems shall comply with applicable installation regulations and standards.

A fire warning system is a complete system incorporating fire detection, alarm, control and communication functions. Fire detection systems and their components shall be manufactured, designed, installed and operated in accordance with TS EN 54.

The fire detection and warning system shall activate manually, automatically, or through one or more signals received from a suppression system.

Legal / Reference Source: Buildings Protection Against Fire Regulation

11. Are Fire Extinguishers Available and Periodically Inspected?

Periodic inspection and maintenance of fire extinguishing devices shall be carried out in accordance with TS ISO 11602-2. Manufacturers or service companies performing maintenance shall have filling and service qualification certificates and shall present these documents when requested.

Fire extinguishing devices shall undergo an on-site general inspection once a year. At the end of the fourth year, the extinguishing agent shall be renewed and hydrostatic tests shall be performed.

When extinguishers are taken for filling or servicing, the service company shall temporarily leave an equal number of ready-to-use extinguishers with equivalent characteristics so that the location is not left unprotected.

Legal / Reference Source: Buildings Protection Against Fire Regulation

12. Are Fire-Protection Installations Periodically Inspected?

Fire suppression systems, automatic sprinkler systems, automatic gaseous suppression systems, kitchen hood suppression systems (including fire-water tanks, fire-pump rooms and pump performance tests, fixed pipe installations, sprinkler systems, fire cabinets, hydrant systems and similar systems) shall be periodically inspected at least once a year where no interval is specified in the relevant standards.

Inspections shall be performed in accordance with project criteria and the Buildings Protection Against Fire Regulation.

Legal / Reference Source: Regulation on Health and Safety Conditions in the Use of Work Equipment

13. Is a Fire Cabinet Available?

The Buildings Protection Against Fire Regulation requires fire cabinets to be provided at various locations in buildings in the number specified by the regulation.

Legal / Reference Source: Buildings Protection Against Fire Regulation

14. Is There a Boiler Room? Is a Gas Alarm Device Available?

Solid, liquid and gaseous fuels shall not be stored in boiler rooms; if present, they shall be separated from the gas-fired boiler room by a wall.

A switch or installation outside the boiler room shall be provided to cut all electricity to the boiler room in case of danger.

Fire extinguishers suitable for the fuel type and in the required quantity shall be positioned in appropriate locations.

Instructions describing emergency actions, safety rules and equipment operating instructions shall be posted in the boiler room.

Lighting systems in boiler rooms shall be installed with sealed/explosion-resistant type fixtures as specified, and the electrical installation shall be suitable for the environment.

A flameproof (Ex-proof) gas alarm device connected to a solenoid valve shall be installed on the gas line. In the event of a gas leak, this valve shall prevent gas from entering the boiler room.

Legal / Reference Source: Buildings Protection Against Fire Regulation

15. Is Authorized Boiler-Room Personnel Available? Is There a Certificate of Professional Competence?

Persons who do not have a certificate showing completion of a boiler-room operation course provided by an authorized institution may not be employed to operate the boiler room.

Legal / Reference Source: Buildings Protection Against Fire Regulation

16. Are Warning Signs Available for the Boiler Room?

In natural-gas-use areas, warning signs specifying precautions to be taken regarding natural gas shall be posted where everyone can see them.

Prohibition signs shall be circular, with a black pictogram on a white background and a red border and diagonal line; the red area shall cover at least 35% of the sign area.

Legal / Reference Source: Buildings Protection Against Fire Regulation; Regulation on Health and Safety Signs

17. Is There a Dining Hall? Is It Used as a Kitchen or for Food Service?

Kitchen hood suppression systems shall be inspected at least once a year where no interval is specified in the standards.

Except in residences, automatic suppression systems shall be installed on kitchen hoods in shopping centers, high-rise buildings and food factories, and in kitchens serving more than 100 people at one time. Gas detection, gas shut-off and warning installations shall be installed according to the characteristics of the gas used in cooking appliances.

If kitchens are located in basements and gas is used, ventilation systems shall be provided. Using gas without a second exit is prohibited.

Kitchen workers must have hygiene-training certificates.

Kitchen workers must comply with the Dining Hall Occupational Health and Safety Instructions prepared by the Center.

Legal / Reference Source: Regulation on Health and Safety Conditions in the Use of Work Equipment; Buildings Protection Against Fire Regulation

18. Are Water Tanks Cleaned?

Water tanks used in buildings and residences that have not been cleaned shall be cleaned immediately and thereafter at specified intervals (every three months during periods of water interruption and every six months during other periods). They shall be maintained and disinfected.

Even when there is no interruption, water shall be used from the tank.

Legal / Reference Source: Ministry of Health Circular No. 2007/67

19. Are Pressure Vessels Periodically Inspected?

Periodic inspection intervals and inspection criteria for pressure vessels and installations located in various parts of buildings shall be determined according to the Regulation on Health and Safety Conditions in the Use of Work Equipment.

Steam and superheated-water boilers — 1 year

Heating boilers (central heating, hot water, etc.) — 1 year

Hot-oil boilers — 1 year

Compressed-air and gas tanks — 1 year

Boilers and accumulation tanks — 1 year

Autoclaves — 1 year

Liquefied-gas tanks — 1 year

Atmospheric, domed horizontal or vertical cylindrical, prismatic, steel or thermoplastic, open or closed hazardous-liquid storage tanks — 1 year

Legal / Reference Source: Regulation on Health and Safety Conditions in the Use of Work Equipment

20. Is the Electrical Installation Periodically Inspected?

Periodic inspection intervals and criteria for installations located in various parts of buildings shall be determined according to the Regulation on Health and Safety Conditions in the Use of Work Equipment.

Electrical and grounding installations

Lightning-protection installation (cage system, air-termination rod, natural air-termination components, lightning rod and similar)

Accumulator — 1 year

Transformer — 1 year

Generator — 1 year

Legal / Reference Source: Regulation on Health and Safety Conditions in the Use of Work Equipment

21. Is There a Building Earthquake-Resistance Report?

An Earthquake Resistance Report is a comprehensive assessment providing detailed information about the seismic safety and resistance of structures.

The report is prepared to calculate the performance of buildings during an earthquake and their possible damage conditions. Its main purpose is to determine how safe existing buildings are against earthquakes, thereby helping prevent loss of life and property. Improvements based on the report can increase structural resistance and minimize earthquake risk.

During preparation, the load-bearing system and materials are examined and structural characteristics are analyzed. The building's load-bearing capacity is determined through calculations considering earthquake loads. Weak points are identified so that necessary measures can be taken. The methods and analyses used are performed in accordance with international standards.

There is no mandatory requirement on this subject in the legislation.

Legal / Reference Source: No mandatory provision in the legislation

22. Are Warning Signs Available on Electrical Panels?

Electrical panels shall be kept closed and locked continuously in order to prevent intervention by unauthorized or uninformed persons.

Warning signs shall be triangular, with a black pictogram and black border on a yellow background; the yellow area shall cover at least 50% of the sign area.

Legal / Reference Source: Regulation on Health and Safety Signs

23. Is an Insulating Mat Provided Under Electrical Panels?

The purpose of protective insulation is to prevent exposure to high touch voltages in relation to conductive parts in contact with the ground or the surface on which a person stands.

Protective insulation of operating equipment should be preferred to insulating the standing surface during work.

Electrical panels with alternating voltage greater than 42 volts relative to ground shall be located in special areas, and the floor of these areas shall be made of or covered with non-conductive material.

Distribution panels, control equipment and similar installations located in workshops or accessible to workers shall be enclosed in locked cabinets or cells, or their bases shall be covered with non-conductive material.

Legal / Reference Source: Electrical Internal Installations Regulation; Regulation on Electrical High-Current Installations; Occupational Health and Safety Statute

24. Is an Uninterruptible Power Supply (UPS) Available?

UPS devices contain accumulators. Fixed lead-acid accumulator installations shall be kept in specially constructed rooms or cells with acid-resistant floors and good ventilation.

Periodic inspection intervals and criteria for installations located in buildings shall comply with the Regulation on Health and Safety Conditions in the Use of Work Equipment.

Accumulators shall be inspected periodically at least once a year.

Solid, liquid or gaseous fuels shall not be kept next to UPS devices.

Legal / Reference Source: Regulation on Health and Safety Conditions in the Use of Work Equipment

25. Is a Generator Available? Are Periodic Inspections Performed?

Generator exhaust gases contain dangerous gases such as carbon monoxide. When generators are used indoors, these gases may accumulate and cause carbon-monoxide poisoning.

Because generators are noisy, it is important that they be located in a closed area or, when outdoors, provided with a sound-insulated enclosure.

Where no interval is specified in the standards, generators shall be inspected at least once a year in accordance with the criteria specified in the TS ISO 8528 series of standards.

Legal / Reference Source: Regulation on Health and Safety Conditions in the Use of Work Equipment

26. Are Hand Tools Used? (saws, drills, etc.)

Mechanical hand tools

Electrical hand tools

Hydraulic hand tools

Pneumatic hand tools

Hand tools range from simple screwdrivers operated by hand to many machines powered by different energy sources.

Hazards arising from hand tools include noise, sharp points, sharp edges, cuts and abrasions.

Appropriate personal protective equipment (PPE) shall be used when hand tools are operated.

Employees must comply with the instructions prepared by the Center when using hand tools.

Legal / Reference Source: Instructions of the Occupational Health and Safety and Occupational Diseases Research and Application Center

27. Is There an Elevator? Are Periodic Inspections Performed?

Periodic inspection intervals and criteria for lifting and conveying equipment in buildings shall comply with the Regulation on Health and Safety Conditions in the Use of Work Equipment.

Where no interval is specified in the standards, service elevators shall be inspected at least once a year according to TS EN 81-3+A1.

Cable transportation installations — 1 year

Cranes (overhead, portal, mobile, loader, tower, offshore, slewing-jib and similar) — 1 year

Hoists and lifting equipment (monorail, traction, pulling, tensioning and similar) — 1 year

Industrial vehicles (forklifts, pallet trucks, load and personnel carriers, variable-reach vehicles, order pickers and similar) — 1 year

Vehicle lifting platforms — 1 year

Scaffolds — 6 months

Mobile access and work towers (mobile scaffolds) — 1 year

Goods elevators — 1 year

Legal / Reference Source: Regulation on Health and Safety Conditions in the Use of Work Equipment; Elevator Periodic Inspection Regulation

28. Are Non-Slip Strips Installed on Building Stairs?

In accordance with the provision requiring floors and floor coverings in workplace buildings and annexes to be sound, dry and, as far as possible, level and non-slip, with no level differences, and requiring dangerous slopes, holes and obstacles to be absent, non-slip measures are applied as part of occupational health and safety precautions in workplaces.

Legal / Reference Source: Regulation on Health and Safety Measures in Workplace Buildings and Annexes

29. Is an Electrician Available? Does the Person Have a Professional Qualification Certificate?

A Professional Qualification Certificate (MYK Certificate) is a document that may be held by individuals who meet, at a specified level, the occupation-specific knowledge and skill requirements established by the Vocational Qualifications Authority.

Professional qualification certificates do not cover medicine, dentistry, nursing, midwifery, pharmacy, veterinary medicine, architecture and engineering professions, or professions requiring at least undergraduate education and whose entry requirements are regulated by law. For occupations outside these professions, the professional qualification certificate applies.

Diplomas issued to graduates of industrial vocational high schools and other vocational high schools are accepted as Professional Qualification Certificates.

Legal / Reference Source: Vocational Qualifications Authority Law

30. Are Residual-Current Devices Installed on Electrical Panels?

Residual-current devices (residual-current circuit breakers) shall be installed in the main and sub-electrical panels of workplaces in accordance with the principle of selectivity.

Except for very simple agricultural buildings, huts and simple village houses, a fire-protection device shall be installed at the building connection box (main junction box or service box), and a thermal-magnetic circuit breaker or automatic fuse, together with a life-protection threshold device, shall be installed on meter-column circuits. Selectivity shall be ensured among all protection devices.

The electricity utility shall not energize an installation that does not comply with this provision.

When leakage occurs, the device detects the fault current on the phase and neutral conductors and disconnects the circuit within 10–30 ms.

Life protection: 30 mA residual-current device.

Fire protection: 300 mA residual-current device.

Legal / Reference Source: Regulation on Health and Safety Measures in Workplace Buildings and Annexes; Electrical Internal Installations Regulation

31. Is There a Lightning Rod? Are Periodic Inspections Performed?

Periodic inspection intervals and criteria for installations in buildings shall comply with the Regulation on Health and Safety Conditions in the Use of Work Equipment.

Where no interval is specified in the standards, lightning-protection installations (cage system, air-termination rod, natural air-termination components, lightning rod and similar) shall be inspected at least once a year in

accordance with the criteria specified in the TS EN 62305 series of standards.

Legal / Reference Source: Regulation on Health and Safety Conditions in the Use of Work Equipment

32. Are There Splices in Electrical Cables? Are There Damaged Cables?

Where cables have been spliced, the safety of the splice shall be checked. Cables with stripped insulation must never be used.

Legal / Reference Source: Electrical Internal Installations Regulation; Regulation on Electrical High-Current Installations; Regulation on Grounding in Electrical Installations; Regulation on Health and Safety Conditions in the Use of Work Equipment

33. Is Work with Chemicals Performed? Is Required PPE Available? Is an Eye Wash and Body Shower Available?

For work with hazardous chemical substances, risks to workers' health and safety shall be eliminated or reduced to the lowest level by measures including:

- a) Appropriate workplace organization and work arrangements.
- b) Performing work with hazardous chemicals with the minimum number of employees.
- c) Keeping the quantity of substances and exposure periods to which employees are exposed as low as possible.
- d) Keeping the quantity of hazardous chemicals required at the workplace to the minimum.
- e) Keeping workplace buildings and annexes orderly and clean at all times.
- f) Providing suitable and sufficient conditions for personal hygiene.
- g) Making the necessary arrangements for the appropriate handling, use, transport and storage of hazardous chemicals and wastes.
- h) Applying substitution and using a chemical that is non-hazardous or less hazardous to workers' health and safety instead of the hazardous chemical. If substitution cannot be used because of the nature of the work, risks shall be reduced by applying the measures specified in the regulation in order of priority.

Legal / Reference Source: Regulation on Health and Safety Measures in Work with Chemical Substances

34. Are MSDS Forms Available for Chemicals? (Material Safety Data Sheet)

Identification of chemicals: Each chemical may be known in industry by different names, which can cause confusion. Material Safety Data Sheets (MSDS) were developed to prevent such confusion. CAS numbers are also used for this purpose.

Information that should be included in an MSDS:

- Chemical name and manufacturer's address
- Product composition
- Hazards that may be caused by the material
- First-aid measures
- Measures to be taken in case of accidental release
- Handling and storage instructions
- Exposure controls, including required PPE
- Physical and chemical properties, including stability and reactivity
- Toxicological information and routes of entry into the human body
- Transport information
- Regulatory information

Legal / Reference Source: Regulation on Health and Safety Measures in Work with Chemical Substances

35. Is There Hazardous Waste? (fluorescent lamps, toner, waste medicines, batteries, etc.)

The Hazardous Waste Control Regulation classifies hazardous wastes into specific categories. Hazardous-waste codes are determined according to the classes of waste types. Classification is based on the degree of hazard and source of the waste.

Chemical wastes: acids, alkalis, solvents

Medical wastes: needles and materials carrying infection risks

Radioactive wastes: wastes arising from nuclear facilities, radiological medical applications and research

Electronic wastes: electronic equipment, computers, mobile phones and televisions

Disease-risk wastes: wastes arising from epidemiological research, disease outbreaks and similar causes

Industrial wastes: various industrial wastes such as chemicals, oils and metal residues

Legal / Reference Source: Hazardous Waste Control Regulation; Waste Management Regulation

36. Has PPE Been Provided for Personnel Considered at Risk? (Personal Protective Equipment)

Personal Protective Equipment means equipment designed and manufactured to be worn or held by persons to protect them against one or more health and safety risks; replaceable components necessary for the protective function; and connection systems designed to attach specified equipment to an external device or suitable anchorage point, which are not permanently attached to a structure and do not need to be fixed before use.

Head protection

Hearing protection

Eye and face protection

Respiratory protection

Trunk and abdomen protection

Hand and arm protection

Foot and leg protection

Skin protection

Body protection

Legal / Reference Source: Regulation on the Use of Personal Protective Equipment in Workplaces; Personal Protective Equipment Regulation

37. Is a Safety Net Available for High-Level Areas?

There is no mandatory requirement for safety nets for high-level areas. This item was included to collect information about the existing condition of buildings within the University.

However, safety nets are requested by our Occupational Safety Specialists for locations considered high risk. Meeting this request by the unit manager is important for occupational safety.

There is no relevant provision on this subject in the legislation.

Legal / Reference Source: No relevant provision in the legislation

38. Is a First-Aid Cabinet Available? Does It Contain Appropriate Materials?

The occupational physician may determine how many first-aid cabinets are required at the workplace and where they should be located. Only first-aid materials should be kept in these cabinets; medicines must never be stored.

There is no specific provision in the legislation determining the contents of the cabinet. Therefore, the contents should be determined by the occupational physician.

A responsible person should be appointed to regularly inspect the cabinets and check shortages and expiration dates.

Example first-aid cabinet materials:

Sterile gauze, bandages in different sizes, elastic bandages in different sizes, triangular bandage, adhesive tape, surgical scissors, adhesive strips, burn gel, burn dressing, safety pins, mask, gloves.

Legal / Reference Source: Regulation on Health and Safety Measures in Workplace Buildings and Annexes

39. Are Cabinets Fixed in Place?

All materials, equipment and their components that could affect employees' health and safety due to any unexpected movement shall be securely and appropriately fixed.

Legal / Reference Source: Regulation on Occupational Health and Safety in Construction Works

40. Is There Work Involving Radiation? How Is Disposal Performed? What Are the Storage Conditions?

Radiation is energy emitted in the form of waves or particles. It is part of life. Heat and light from the sun are natural forms of radiation. Other types include microwaves, radio waves, radar, X-rays, gamma rays, alpha and beta particles.

Radiation is classified according to its effects on matter as:

- Ionizing radiation
- Non-ionizing radiation (ultraviolet, infrared, radio waves, microwaves)

Base stations, mobile phones, microwave ovens and high-voltage lines are sources of non-ionizing radiation.

Legal / Reference Source: Radiation Safety Regulation

41. Are There Dislodged or Damaged Electrical Sockets?

Dislodged sockets or sockets with broken covers constitute a risk. Because exposed parts may be energized, they can cause electric shock.

Dislodged sockets shall be remounted properly, and sockets with broken frames shall be replaced.

Legal / Reference Source: Electrical Internal Installations Regulation; Regulation on Electrical High-Current Installations; Regulation on Grounding in Electrical Installations; Regulation on Health and Safety Conditions in the Use of Work Equipment

42. Is There a Transformer Substation? Are Required Safety Materials Available? Is There a Person Holding an HV Installation Operating Responsible (YGTİS) Certificate?

The operating responsible person is responsible for supervising interventions in faults, performing necessary switching operations, reporting to the employer on matters within the scope of responsibility, ensuring required tests and maintenance are performed, and ensuring that necessary occupational safety equipment is available at the facility.

The transformer-substation door shall be locked and unauthorized persons shall not be allowed inside. Required warning signs shall be placed at the entrance.

Materials required at transformer substations:

Insulated gloves

Insulated boots

Operating/switching rod

Insulating mat

Insulating platform

Voltage detector

Safety helmet

Safety glasses

Hearing protection

Legal / Reference Source: Regulation on Operating Responsibility for Electrical High-Voltage Facilities; Regulation on Electrical High-Current Installations; Regulation on Grounding in Electrical Installations; Regulation on Health and Safety Conditions in the Use of Work Equipment

43. What Work Machines Are Used? Do Operators Have the Required Documents?

Periodic inspections of work machines shall be performed by authorized mechanical engineers, mechatronics engineers, technical teachers who graduated from mechanical or metal education departments, mechanical technicians or higher technicians.

Non-destructive testing methods may also be applied in addition to examination and tests during periodic inspections of work machines. Reports of non-destructive tests shall be retained as an attachment to the periodic inspection report.

All vehicle and work-machine operators shall meet the requirements specified in Article 75 of the Highway Traffic Regulation under the heading 'Classes of Driving Licences'.

A Class G driving licence is issued to persons who will operate motor vehicles classified as work machines.

A Class D driving licence is issued for minibuses and buses.

A Class B driving licence is issued for cars and light trucks.

A Class C driving licence is issued for trucks and tractors.

Legal / Reference Source: Highway Traffic Regulation; Regulation on Health and Safety Conditions in the Use of Work Equipment

44. What Machines/Tools Are Used? (mechanical press, lathe, milling machine, etc.)

Periodic inspections of machines and machine tools shall be performed by authorized mechanical engineers, mechatronics engineers, technical teachers who graduated from mechanical or metal education departments, mechanical technicians or higher technicians.

Periodic inspections of machine tools and machines shall also be performed once a year by an authorized mechanical engineer with the required registration/competence number.

Mechanical press

Hydraulic press

Lathe machines

Woodworking machines

Milling machines

Drilling machines

Guillotine shears

Band saw

Legal / Reference Source: Regulation on Health and Safety Conditions in the Use of Work Equipment

45. Have Employees Signed Occupational Health and Safety Instructions and Undertakings for Their Work Areas?

Employees shall sign the instructions relating to their own work areas.

The general occupational health and safety work instruction shall be signed by all employees.

The occupational health and safety instructions can be accessed through the relevant Center's instructions page.

Legal / Reference Source: Instructions of the Occupational Health and Safety and Occupational Diseases Research and Application Center