

Armico

Introduction

The department chair/department head of FHML/FPN are responsible for working conditions within his group. He may be supported in this by an armico (Dutch abbreviation for: Arbo en Milieu Contact person, meaning Occupational Health & Environment Contact person). He is appointed on the recommendation of the department chairperson. The prevention officer FHML/FPN is responsible for the professional quality of the armico. The armico follows the internal training provided by the HSB and attends the periodic armico meetings with training and refresher courses as the focal point. The armico plays a central role with regard to ergonomics, lab safety, prevention and the environment.

Tasks

The armico has the following tasks and responsibilities:

- Function as an enquiry point on Occupational Health & Environment (OH&E) matters for the managers and employees within the unit;
- Function as a point of contact for the HSB and/or OH&E expert staff;
- Providing input in the preparation of the Risk Assessment & Evaluation, the plan of action for the unit and assist in its implementation;
- Assist in OH&E information transfer within the unit;
- Encourage OH&E awareness and behaviour;
- Providing solicited or unsolicited advice to managers from their own expertise on OH&E aspects;
- Providing solicited and unsolicited advice to staff and students from their own expertise on OH&E aspects;
- Providing support in the introduction of new regulations and procedures within the unit;
- Providing support in incident or accident investigations;
- Encourage compliance with UM and internal regulations and procedures;
- Identify improvements in the field of OH&E;
- Participate in Armico consultations and information and refresher training meetings;
- Keeping abreast of OH&E relevant issues concerning UM Randwyck;
- Participate in Audit groups;
- Providing information and support building-related activities.

Abbreviations list

Armico	Occupational Health & Environment Contact person
OH&E	Occupational Health & Environment
FHML	Faculty of Health, Medicine and Life Sciences
FPN	Faculty of Psychology and Neuroscience
UM	Universiteit Maastricht