- 1. Complaints The Occupational Safety and Health Coordinator received 338 complaints related to internal air quality, drinking water, ergonomics, office accommodations, and lighting.
- <u>2. Requests for Guidance from Missions</u> 800 requests for guidance were received from missions abroad on a variety of OSH issues including indoor air quality, pesticides, ergonomics, asbestos, medical issues, immunizations, and fit-to work assessments.
- 3. OHS Committees The Department handled 297 requests for assistance related to the Occupational Health and Safety Committees. Assistance took the form of arranging OHS meetings and providing advice and guidance to these Committees both at Headquarters and abroad. In addition, the Committees were helped to resolve issues, give training, and undertake inspections.
- **4. Mini-clinics/PSHP Overseas** 725 requests were received on issues including contract renewal, salary issues, hours of work, work descriptions, medical issues, trip reports, and drug orders.
- <u>5. OHSA Services</u> 143 requests for help related to Occupational Health and Safety Services, including the conduct of ergonomic assessments, IAQ surveys, lighting surveys, asbestos abatement, pesticide usage, and the review of environmental health reports.
- **6. Occupational Health and Safety** 5 presentations were made on topics related to Occupational Health and Safety.
- 7. <u>Medical Appointments</u> 692 appointments were arranged by SERV. However, 56 appointments were cancelled because employees failed to appear.

8. Ergonomics Counselling

Evaluations: 200 Mini-sessions: 20

Chair Evaluation Sessions: 25

Follow-ups: 60