

Please state here the date the workplace is expected to be ready to operate:-

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**THE OCCUPATIONAL SAFETY AND HEALTH ACT, 2006 (ACT 9)**

**APPLICATION FOR REGISTRATION OF A WORKPLACE**

(Sections 40(2), 120(2) of the Act)

*(Particulars to be submitted when applying for:-*

*(a) the registration of a workplace; or (b) a change in the registered Occupier)*

I hereby apply for the registration of the premises, of which particulars are given below, as a workplace.

1. The name of the occupier or intending occupier of a workplace (in case of a firm which is not a limited company, the full name should be given together with the registered trade name, if any).

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2. Postal address and telephone and fax number (if any) of the occupier or intending occupier.

\_\_\_\_\_

3. The precise location of the workplace (if in a city etc) the street and the plot number should be given. If outside a township, sufficient information to enable the workplace to be found readily should be given (e.g. District, County, Sub-county, Division etc).

\_\_\_\_\_

4. Nature of work carried on or proposed to be carried on in the workplace.

\_\_\_\_\_

5. Whether mechanical power is used or intended to be used, if so, its nature (e.g. steam, electric motors, oil engine etc).

\_\_\_\_\_

6. Whether steam boilers are used or intended to be used, if so, the following particulars in respect of each boiler: -  
(a) type, description and distinctive number.

\_\_\_\_\_

- (b) country and year of manufacture (where possible)

\_\_\_\_\_

- (c) date of the last thorough examination and name of authorised person by whom the examination was made

\_\_\_\_\_

- (d) the maximum permissible working pressure:

\_\_\_\_\_

7. Whether you use or intend to use any of the following:

(i) Lifts

(ii) Cranes, winches, fork lifts, etc.

(iii) Block and tackle, chain blocks.

(iv) Air receivers

(v) Gas plant

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

8. Whether you use or intend to use hazardous chemicals:

(a) (i) Toxicity

(ii) Chemical properties

(iii) Physical properties

(iv) Irritant properties

(v) Corrosive properties

(vi) Allergic and sensitising effects

(vii) Carcinogenic effects

(viii) Tetratogenic effects

(ix) Mutagenic effects

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(b) Their effects on the reproductive system.

(c) Whether hazardous substances are distinctively labelled and an appropriate chemical safety data sheets available.

9. (a) Whether you use or intend to use industrial waste treatment plant.

(b) Method of handling effluents.

10. Whether you have made provision for: -

(a) Sanitary installations

(b) Washing facilities

(c) Facilities for changing and storing clothes

(d) Supply of drinking water

(e) First aid treatment

(f) Emergency plans

11. The date on which you expect to begin to operate the workplace or to change the occupier.

12. Total number of persons of each sex employed, or intended to be employed in the workplace.

\_\_\_\_\_ Males

\_\_\_\_\_ Females

Date \_\_\_\_\_

\_\_\_\_\_  
*Signature of occupier or intending occupier*

*Particulars checked by* \_\_\_\_\_

*Labour Officer/Safety Inspector*

Section 40 of the Occupational Safety and Health Act requires that every person shall, not less than one month before he or she begins to occupy, or use any premises as, a workplace, serve on the Commissioner for Occupational Safety and Health a written notice containing the particulars set out in the third schedule to the Act. Provided that he or she may occupy or use the premises as a workplace less than one month after serving the notice if the Commissioner issues in his or her name a certificate of registration. If a person takes over from another person without changing the nature of work, he or she may occupy the workplace for less than one month after the notice had been served or before serving the notice if the notice is served soon as practicable and, in case, within one month of his or her taking over. This form may be used for the purpose. When completed, it should be taken to the NEAREST LABOUR OFFICE to enable the particulars be checked. It will then be returned to you and should be posted to: -

THE COMMISSIONER FOR OCCUPATIONAL SAFETY AND HEALTH, P.O. BOX 227 KAMPALA.

If you cannot visit a Labour Office, you may send the form there by post; the Labour Officer will then check the particulars and forward the form to the Commissioner for Occupational Safety and Health.

**NOTE:**

***In case you intend to use chemicals, attach the following to this form:***

***1. List of Chemicals***

***2. Appropriate chemical safety data sheets***