

Trends in Emergency Preparedness Activities Taken by Participatory Workplace Improvement Programs

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Abstract

Emergency preparedness actions taken in participatory programs for improving local government workplaces in Northern Japan were analyzed. During 2014-2018, over 30% of 348 improvements were about communication measures, of which emergency preparedness actions accounted for 1/5. These actions tended to be undertaken together with other communication-related measures. Group work procedures using an ergonomics checklist facilitated these results.

Purpose

This study aimed to learn, from recent participatory programs, emergency measures commonly planned through workplace dialog in varied sectors.



Posted schedules Rearranged files Emergency training
Fig. 2. Examples of communication measures.

A total of 348 work improvements done by participatory programs in 53 local government workplaces in 2014-2018 were studied.

As discussion tools, good examples and an ergonomics checklist listing locally applicable improvement actions were used. How the actions were taken and how they were combined were examined.

Methods

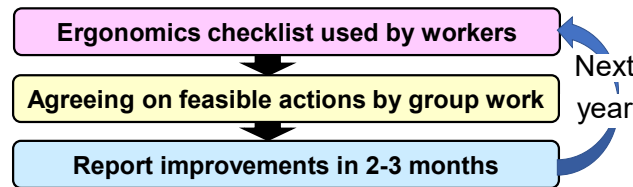


Fig. 1. Participatory steps in each workplace.

Results

About 2/3 of improvements were about work methods and environment, and 1/3 better communication. As shown in Table 1, preparedness accounted for up to 5% each year.

Table 1. Improvements done for six areas in 2014-2018.

Technical areas	2014	2015	2016	2017	2018	Total
Number of workplaces	40	40	32	42	45	199
A. Sharing information	19	14	16	20	13	82
B. Work schedules	4	7	4	3	2	20
C. Work methods	26	26	19	23	32	126
D. Physical environment	26	14	9	15	20	84
E. Mutual support	5	4	3	4	4	19
F. Emergency actions	1	3	5	3	5	17
Total	81	68	55	68	76	348

Table 2. Communication measures.

A. Sharing information	53 - Sharing schedules 23 - Holding meetings
E. Social support	16 - Support for tasks
F. Emergency preparedness	13 - Emergency plans 3 - Training sessions

Table 3. Pairing of improvements.

A. Sharing information	B	C	D	E	
B. Work schedules	3				
C. Work methods	26	5			
D. Environment	14	5	23		
E. Social support	3	6	2	4	
F. Preparedness	4	1	4	4	3

Table 3 reveals how many places did actions in paired areas in the same year. Preparedness actions were usually combined with others.

Discussion

The results confirm that emergency preparedness is facilitated by local participatory steps. It is therefore recommended to use participatory work improvement for upgrading emergency plans in varied sectors.

Table 2 and Fig. 2 present measures for communication often done. Plans for emergency actions and for training were typical for urgency preparedness..

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