

h. As soon as the results of the Medical Surveillance are available, the OHD must send a copy of SUMMARY OF MEDICAL SURVEILLANCE USECHH 4 to :

i. Department of Occupational Safety & Health Malaysia (Headquarter),  
Ministry of Human Resources,  
Level 2, 3, & 4, Block D3, Parcel D,  
Federal Government Administrative Centre,  
62530 Wilayah Persekutuan, PUTRAJAYA  
Tel : 03-8886 5000  
Fax : 03-8889 2351

ii. Another copy must be sent to the Department of Occupational Safety & Health of the state. Please contact the state DOSH for the address.

i. Investigate the cause of the Occupational Disease or Poisoning. And recommend remedial actions. Help facilitate treatment, rehabilitation, disability assessment, return to work and or compensation.

j. Notify Occupational Diseases & Poisoning to DOSH HQ and state using the NOTIFICATION FORMS.

k. Reinforce the value of prevention education / training in Occupational Health to both employer and employee.

l. Maintain the medical records of employees during the course of employment (pre-employment, periodic) and post termination.

## 5.0 DUTIES OF EMPLOYER

- a. Health surveillance programme shall be conducted and the costs shall be borne by the employer.
- b. Appoint an OHD & cooperate with him in his duties, including in medical removal.
- c. Notify occupational disease & poisoning to DOSH.

d. Explain exposure levels to the workers. Keep records of diseases & accidents.

e. Before allowing the worker to return to work after medical removal, ensure the workplace hygiene is improved, is safe and healthy and does not place the worker at increased risk of material impairment to health from exposure to chemicals hazardous to health.

## 6.0 DUTIES OF EMPLOYEE

a. Undergo training on importance of preventing occupational poisoning & disease. Follow all instructions on safety & health.

b. Report early symptoms and signs of disease to the OHD and management.

c. To take proper care of the Employee Record Book and to present it to OHD for Occupational Medical Surveillance record purposes:

## 7.0 GENERAL PENALTY

A person who by any act or omission contravenes any provision of this Act or any regulation made there under shall be guilty of an offence, and if no penalty is expressly provided shall, on conviction, be liable to a fine not exceeding ten thousand ringgit or to imprisonment for a term not exceeding one year or to both and, in the case of a continuing offence, to a fine not exceeding one thousand ringgit for every day or part of a day during which the offence continues after conviction.



## GUIDELINES ON MEDICAL SURVEILLANCE

UNDER THE OCCUPATIONAL SAFETY AND HEALTH  
(USE AND STANDARD OF EXPOSURE  
OF CHEMICALS HAZARDOUS TO HEALTH)  
REGULATIONS 2000

DETECTION OF EARLY DEVIATIONS FROM HEALTH  
AND INTERVENTIONS TO PREVENT OCCUPATIONAL DISEASES

DEPARTMENT OF OCCUPATIONAL SAFETY AND HEALTH  
(DOSH)

(MINISTRY OF HUMAN RESOURCES)  
Level 2, 3 & 4, Block D3, Parcel D,  
Federal Government Office Complex  
62530 PUTRAJAYA

Tel : 03-8886 5000 Fax : 03-8889 2351  
E-mail : [jkkp@dosh.gov.my](mailto:jkkp@dosh.gov.my)  
Website : <http://www.dosh.gov.my>

## 1.0 INTRODUCTION

Malaysia is taking great steps to be an industrialized nation by the year 2020. This will entail heavy and extensive use of chemicals. This process produces great risk to safety, health and environment.

The Manual on Chemical Health Risk Assessment (CHRA) 2000 helps employers to assess whether there is any significant exposure of the chemicals to the worker and whether medical surveillance is necessary.

The Occupational Safety and Health (Use and Standards of Exposure of Chemical Hazardous to Health) Regulation 2000 (USECHH) is another attempt to further enhance the safe and healthy use of chemicals.

Under USECHH Medical Surveillance should be conducted by an Occupational Health Doctor (OHD) registered with DOSH.

## 2.0 THE OBJECTIVES OF THE GUIDELINES ON MEDICAL SURVEILLANCE

- a. To detect early deviations from health of workers who are susceptible and at high risk. This will allow early interventions by all concerned so that occupational disease and poisoning can be prevented.
- b. To employers and employees will understand more on the needs of the medical surveillance programme.
- c. Reference to this document is important to ensure consistency in investigation and reporting. The employer must conduct the basic medical examinations and surveillance and if the industries want to do more than the basics they are encouraged to do so.
- d. Based on these returns DOSH will be in much more professional and scientific position to evaluate both short term and long-term effect of chemicals to health.

## 3.0 LEGAL PROVISION

### Health Surveillance Programme (Regulation 27)

- a. To carry out health surveillance programme or employee exposure to chemical hazardous to health.
- b. To include medical surveillance for those who exposed to chemical hazardous to health in schedule II by OHD.
- c. Record of health surveillance to be kept for a period of 30 years and shall make available upon request by DOSH.
- d. Employees are allowed to access the health surveillance record.

### Health Removal Protection (Regulation 28)

- a. The employer shall not permit an employee to be engaged in and shall remove him from any work that exposes or likely to exposes him to chemicals hazardous to health on each occasion that a medical finding, determination or opinion expressed by an occupational health doctor shows that the employee has been detected to have an abnormal condition or tests associated with exposures to chemicals hazardous to health.
- b. The employer shall remove a pregnant or breast-feeding employee from work which may expose or likely to expose the employee to chemicals hazardous to health.
- c. The employer shall return an employee to his former job :
  - i. when medical determination result show that the employee no longer has the detected medical condition; or
  - ii. at the appropriate time where the employee is no longer pregnant or breast-feeding a child.

## 4.0 DUTIES OF OCCUPATIONAL HEALTH DOCTOR (OHD)

- a. OHDs are encouraged to participate in the CHRA. Walk through survey is important to appreciate the type of hazards and control in place. Please read the CHRA report, Hygiene technician report, monitoring report if available.
- b. Conduct the pre-employment and pre-placement medical examination. Document baseline medical data in the OCCUPATIONAL MEDICAL SURVEILLANCE PROGRAMME RECORD BOOK.
- c. If the worker fit to work with the chemicals, fill in the CERTIFICATE FOR FITNESS USECHH Form 3.
- d. Interpret and explain the results of medical surveillance and investigations to the EMPLOYEE AND EMPLOYER & specify what further follow up action is necessary.
- e. If the worker is not fit to work, medical removal must be carried out & the MEDICAL REMOVAL PROTECTION USECHH Form 5i must be filled up.
- f. If workers have abnormal results then fill in the WORKERS WITH ABNORMAL RESULTS USECHH Form 5ii.
- g. As Personal Protective Equipment (PPE) can be hazardous, determine the medical status of the worker before recommending it.