

Electronic Payment • Technology Integration • Digital Commerce • Advisory Services

ISW Workplace, Fire Awareness & Occupational Health & Safety Mgt. System (OHSMS) Awareness

Introduction

- Part One
- Interswitch's workplace facilities
- Part Two
- Fire & Extinguisher Operation
- Exit Routes and Alarm systems
- Fire Safety System
- Health & Safety Tips
- Volunteering
- Part Three
- Occupational Health & Safety, ISO 45001
- Interswitch's Occupational Health & Safety Slogan

PART ONE:

Interswitch Workplace

Interswitch's Workplace Facilities – Lagos Offices Only

S/N	Locations	Groups/Departments
1	Building 1	GMD/CEO, Group HR/Admin, Office of the GMD (Strategy & Professional Services)
2	Building 2	Data Centre, Group Technology, Systegra (Repair Centre)
3	Building 3	Internal Audit, Customer Experience, Operational Excellence, Enterprise Agile and Governance.
4	Building 4	Payment Tokens, Group Service Delivery, and Office of the GMD (Centre of Excellence)
5	Building 5	Systegra and Inclusio
6	Building 6	Core Operations
7	Building 7a	Marketing & Corporate Communications and Office of the GMD (Strategy – Training Centre and Centre of Excellence)
8	Building 7b	Legal & Compliance and Paymate
9	Building 8	Finance and SCM
10	Building 9	Purepay, Indeco, Risk Mgt, and Centre of Excellence and Merger & Acquisition

Interswitch's Workplace Facilities – Outside Lagos

S/N	Location	Groups
1	Abuja	Interswitch Networks, Payment Tokens and Engineering
2	Port Harcourt (PHC)	Interswitch Networks
3	Ibadan	Interswitch Networks, Core Operations and Engineering
4	Benin	Interswitch Networks and Eclat
5	Kaduna	Interswitch Networks
6	Kano	Interswitch Networks
7	Owerri	Interswitch Networks

Interswitch's Workplace Facilities – Outside Nigeria

S/N	Location	Groups
1	Kenya	HR/Admin, Shared Technology, Risk & Legal, Product & Marketing, Operations, Business Development, Finance & SCM
2	Uganda	Financial Services, HR/Admin, Customer Service/Support, Application Development, Technology Management, Financial Inclusion, IT/Infrastructure
3	The Gambia	GamSwitch
4	Ghana	Work in Progress
5	Germany	Digicom, Function, Facility Management, Messaging

PART TWO:

Fire Awareness

EMERGENCY RESPONSE

1. Building Evacuation

<https://www.youtube.com/watch?v=AqwPyPICQQk>

2. How to use a Fire Extinguisher

<https://www.youtube.com/watch?v=PQV71INDaqY>

Fire and Extinguisher Operation

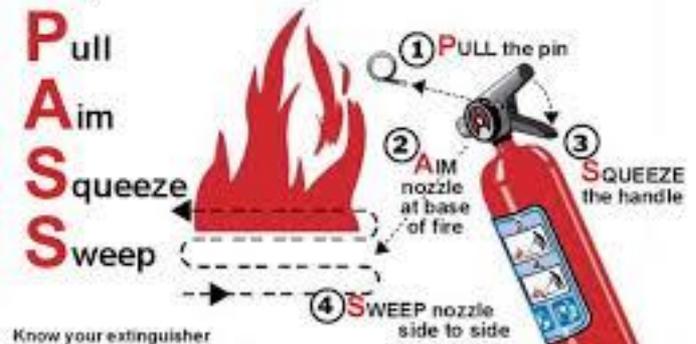


Rapid chemical reaction between 3 elements

Extinguishing Fire



To operate an extinguisher:



Exit Route

A fire exit route is a continuous and unobstructed path of travel from any point within the workplace to a fire assembly point. An exit route consists of three parts:

- Exit route with directional signs
- Exit access
- Assembly Point



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Fire Safety System



Let's Talk for Few Minutes: Health & Safety Tips

Do you have a spare tyre in your car? Do you know how to change a one?

Do you have an extinguisher & a first aid kit in your home & car? Do you know how to use them?

What is CPR? Do you know how to administer it?

Do you know emergency numbers in your neighbourhood to call - Fire Service, Medical, The Nigeria Police?

Have you identified the nearest HMO in your neighbourhood? Do you have a contact for emergency cases?

COVID-19

080097000010
08023169485
08059758886

AMBULANCE SERVICE

08022887777
08022883678
08022887788

LCC HOTLINE

08002255522
+234-1-2719700
08022338167

LASEMA

776 / 112
08060907333
08022234870

**RAPID RESPONSE
SQUAD (RRS)**

08056250710
08033482380

POLICE LINES

08056250710
08033011052
08056250710

FIRE SERVICE

08033235891
07028255642
08032003557

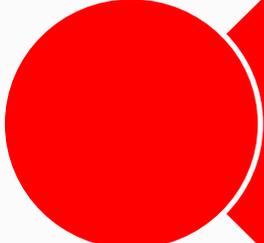
**DOMESTIC
VIOLENCE**

08057542266
08102678443

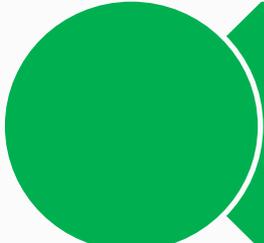
CHILD ABUSE

08085753932
08102678442
08131643208

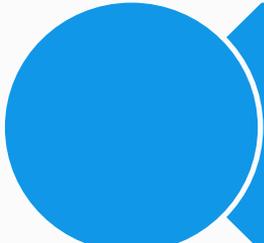
YOU can Volunteer to Join any of the Following:



Fire Warden



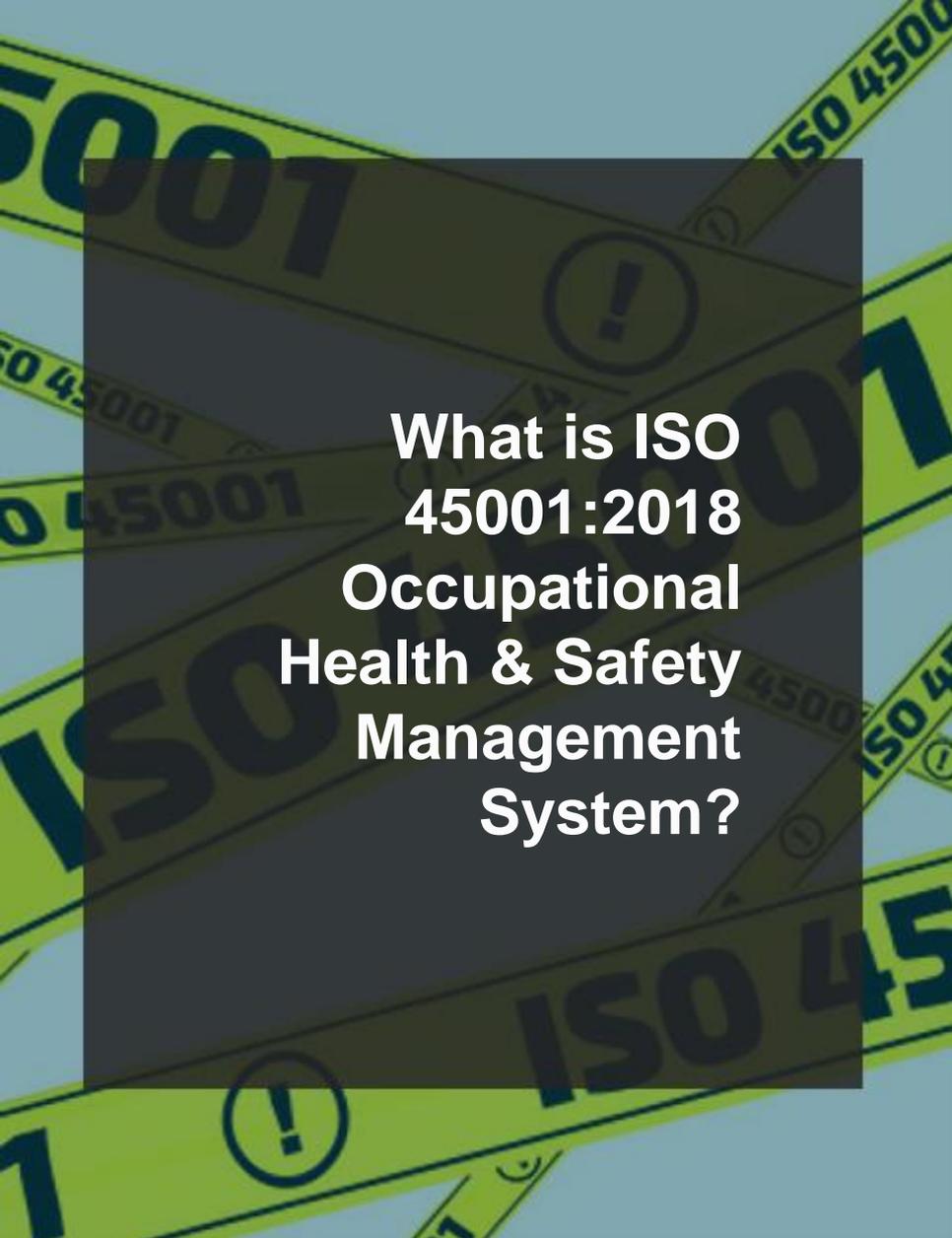
First Aider



Safety Champion

PART THREE:

Occupational Health & Safety



What is ISO 45001:2018 Occupational Health & Safety Management System?

ISO 45001:2018 OHSMS
(Occupational Health and Safety Management System) is a recognized health and safety standard that assists organizations to put in place sound occupational health and safety cultures and procedures aimed at preventing injury and ill health to workers vis-a-vis providing a safe and healthy workplace.

Understanding Key Terms Associated with ISO45001

Definitions and Recommendation:

1. Hazard: A hazard is any source of potential damage, harm, or adverse health effects on something or someone (at the workplace).

2. Incident: An incident is an unplanned event that causes disruption at the workplace.

3. Accident: An accident is an unplanned event that causes injury or illness.

4. Risk: A risk is a combination of the likelihood of the occurrence of a harm (to someone's health) and its impact or severity i.e Risk – likelihood x severity

Reporting:

All hazard or incident must be reported on the incident and hazard portal on sharepoint within 24 hours while investigation must be made within 7 days.

Expectations

Employees' Role

1. Study and understand the OHS Policy Statement, Objectives, Manual, Standard Operational Procedures.
2. Recognize and report all identified risk, hazards, and incident associated with your jobs
3. Identify emergency situations and what to do in each situation.
4. Report any/all OHS related issues to OHS Champions/ Officers in your Buildings.
5. Be aware of individuals who have specified roles and responsibilities in respect to Health and Safety.
6. Avoid violating OHS Policies
7. Imbibe /inculcate a Safety Culture at all times.

Shuttle Services:**Update on Shuttle Services**

S/N	Route	Type of Vehicle	Reg. No.	Remarks	Route Captain	Phone No. of Captain
1	Aguda/Surulere	Hiace	EKY295XL		Ifeoma Adekweh	07067358309
2	Igando/Ikotun	Sienna	EKY291GX		Jennifer Alua	08038732426
3	Ketu	Sienna	GGE34YD		Ridwan Disu	07030568426
4	Ogba/Berger	Sienna	KSF261HJ		Lawrence Ojo	08025209554
5	Iyana-Ipaja/Ikeja	Sienna	BDJ557TT		Shamsudeen Aliu	09031250858
6	Festac	Coaster	FKJ695HE		Emmanuella Ndubisi	08068152394
7	Gbagada	Coaster	FKJ534GZ		Iluobe Ifeh	08107040124
8	Yaba	Coaster	JJJ109YF		Funke Oluwayemi; Gideon Abiodun	08029033000; 08169448347
9	Sangotedo	Hiace	EPE957GJ		Jacqueline Onyema	07068672851
10	Addo Road	Hiace	Pending	Pending	Toluwalase Akande	08185208309
11	Abule-Egba	Sienna	Pending	Pending	Tobiloba Ogunsola	07026625487

Interswitch's Occupational Health & Safety(OHS) Slogan:

SAFETY STARTS WITH ME!!!



Interswitch 

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