



APV Checklist

HORESTA

Hotel, Conference Estates, and Holiday Homes

When reviewing the questions, you should be aware of conditions in the work environment that are important to your health and safety. If you find work environment problems that may contribute to illnesses such as work accidents, poor working positions, and work pressure, you should include them when prioritizing and developing an action plan.

APV Questions	Yes	No
Trips and falls Is there a risk of tripping, for example, on the way down the stairs, because there are obstacles or materials in the way, because the floor is slippery, or because of ice and slippery sidewalks outdoors in winter?		
Falls from a lower level Is there a risk of falling from, for example, ladders or stairs?		
Acute physical overload Is there a risk of acute physical overload on the body when lifting, pulling, or pushing items such as duvets, beds, tables, and heavy service equipment?		
Accidents with hand tools and machinery Is there a risk of cutting oneself or getting fingers caught when working with hand tools such as kitchen knives and machines like slicers or packaging machines?		
Poor working positions Do you work in forward-bent positions, with raised arms, or in other poor working positions, or do you sit for many hours at a stretch during the workday?		
Heavy lifting Do you lift items in storage rooms, freezers, linen rooms, or stack plates, chairs, tables, or other heavy inventory?		
Pulling and pushing Do you use significant force when pulling or pushing transport carts with bedding, trash bags, sack trucks with goods, or rolling tables with porcelain?		
High workload and time pressure Do you often have too many tasks or face unclear job expectations in your work at the hotel or campsite?		

<p>Help and support from management and colleagues Are you lacking help and support from your management and colleagues?</p>		
<p>Violence and threats Are you at risk of being exposed to violence or threats from customers?</p>		
<p>Offensive behavior Are there employees at the workplace who are subjected to bullying, sexual harassment, discrimination, or other offensive actions by management or colleagues?</p>		
<p>Hazardous substances and materials Do you work with hazardous products such as dishwashing and cleaning agents?</p>		
<p>Indoor climate Is there poor indoor air quality in the places where you clean?</p>		
<p>Wet or damp hands Do you work with wet or damp hands for more than two hours a day?</p>		
<p>Kindly add any relevant comments</p>		
<p>Source Danish Working Environment Authority (Arbejdstilsynet) https://apv.at.dk/</p> <p>Translation by HORESTA</p> <div style="text-align: right;">   </div>		

APV Action Plan

Describe the problem	Describe the solution	Assigned person	Deadline and priority

Signatures:

Employer

Date

Employee

Date