



E. PROTECTING WORKERS IN THE COFFEE SECTOR: OCCUPATIONAL SAFETY AND HEALTH IN RESPONSE TO THE COVID-19 PANDEMIC. RAPID NEEDS ASSESSMENT & RESPONSE PLANS: PREPARATION GUIDELINES FOR COUNTRY LEVEL INTERVENTIONS



This tool is available in: English, French, Spanish.



WHAT IS THIS TOOL FOR?

This document provides guidance for designing OSH interventions to support efforts to ensure coffee workers' safety and health in the context of COVID-19. It includes a rapid assessment exercise and a template for developing a response plan according to the assessment findings.



WHO IS THIS TOOL FOR?

This tool is useful for governments, employers' and workers' organizations, international organizations, cooperatives, NGOs and any other organization designing a response plan to ensure workers' safety and health in the context of COVID-19.



HOW TO USE THIS TOOL?

The rapid needs-assessment exercise aims at understanding and assessing:

- the overall OSH and COVID-19 situation at the national and regional levels in the coffee supply chain, and in particular in the coffee-producing regions of the country; and
- the constituents' capacity and need to respond to the crisis.

The rapid assessment exercise leads to developing a response plan to address and improve OSH in the coffee supply chain accordingly to the assessment findings. By implementing the rapid needs assessment and developing a response plan based on the results, OSH and COVID-19 prevention and mitigation measures will be implemented in order to improve the protection measures for the workers within the coffee supply chain.

What is needed to implement this tool?

- Access to primary and secondary information sources from, *inter alia*, national and regional authorities competent in OSH, occupational health services, public



health services, social security institutions, employers' and workers' organizations, coffee cooperatives/producers'/exporters' associations, private sector entities, UN agencies, including the ILO and WHO, non-governmental organizations and civil society organizations, among others.

- Staff and consultant time to perform the necessary activities.
- Financial resources for staff and consultant time, transport, accommodation, etc.
- Technical resources: technical means such as computers, journals, or any other means to record the work.
- Information dissemination: In order to inform every actor involved, means to disseminate information, such as hard copies or virtual communication, will be needed.

What are the key activities necessary to implement this tool?

The rapid needs assessment can be implemented by following these steps:

- Conduct an initial desk review, to gain a good understanding of the outcomes of the pandemic, to date and in the future, in the country and in particular in the coffee sector; to identify the measures that have been put in place to address them; to collect available data/information on the labour market, OSH and labour inspection, health care and public health services; to map the assistance that other organizations may be providing; and to identify all relevant existing policies, programmes and plans related to COVID-19.
- Carry out interviews, to gather primary sources of information.
- Complete the assessment matrix and develop a response plan based on the results of the initial desk review and the interviews.
- Implement the response plan accordingly.



KEY CONCEPTS

- Desk review
- Occupational health services
- OSH
- Pyramid of controls



WHERE TO FIND THIS TOOL?

Protecting workers: occupational safety and health in response to the COVID-19 pandemic

Protection des travailleurs: sécurité et santé au travail en réponse à la pandémie de COVID-19

Protegiendo a los trabajadores: seguridad y salud en el trabajo en respuesta a la pandemia de COVID-19



FURTHER READINGS AND RESOURCES

[ILO \(2020\). Prevention and Mitigation of COVID-19 at Work ACTION CHECKLIST.](#)

[ILO \(2020\). A safe and healthy return to work during the COVID-19 pandemic. Policy Brief.](#)

[ILO \(2020\). Safe Return to Work: Ten Action Points.](#)

[ILO \(2020\). Managing work-related psychosocial risks during the COVID-19 pandemic.](#)

[ILO \(2020\). Practical guide for the prevention and mitigation of COVID-19 in agriculture.](#)

