**Golden Rule 4:**

**Ensure a safe and healthy system–**

**Be well-organized**

Systematically organizing occupational safety and health in your enterprise is a good idea. It pays off and is easy.

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| **Goals - What do I want to achieve?** | **Implementation - How do I proceed?** | **Support- Who do I need to participate?** | **Deadline - By when?** |
|  |  |  | **Short term:** |
|  |  |  | **In the medium term:** |
|  |  |  | **In the long run:** |