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**INDUSTRY STANDARD OF THE
PEOPLE'S REPUBLIC OF CHINA**

YC/T 384.4-2015

**Norms for work safety standardization of tobacco enterprises.
Part 4: Post norms and evaluation of requirements
(English Translation)**

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Foreword

YC/T 384 "tobacco industry safety standardization norms" is divided into four parts.

- Part 1. Basic management practices;
- Part 2. Safety and site specifications;
- Part 3. Evaluation criteria and methods;
- Part 4. job specification and evaluation requirements.

This section YC/T Part 4 384.

This section drafted in accordance with GB/T 1.1-2009 given rules.

Please note that some of the content of this document may involve patents. Release mechanism of the present document does not assume responsibility for the identification of these patents.

This part by the State Tobacco Monopoly Bureau.

This part of the tobacco industry by the National Committee for Standardization Technical Committee (SAC/TC144/SC4) centralized.

This section is drafted. State Tobacco Monopoly Bureau of Economic Operation Division, Hongta Tobacco (Group) Co., Ltd., Beijing Kai Di Zhixin Register Safety Engineer Accountants Co., Ltd., China Tobacco Standardization Research Center, China Tobacco Yunnan Industrial Co., Ltd., Shanghai Tobacco Sets Group Co., Ltd., Henan Tobacco Industry Co., Ltd., Fujian tobacco industry limited liability company, Sichuan and Chongqing Tobacco Industry Co., Ltd. Company Division, Beijing tobacco company, tobacco company in Guizhou Province, Chongqing Tobacco Company, Yunnan Tobacco Company.

Introduction

YC/T 384.1 "tobacco industry safety standardization specification - Part 1. basic management norms", YC/T 384.2 "An tobacco companies Full production of standardized specifications - Part 2. Safety and field specifications ", YC/T 384.3" tobacco industry safety standardization norms Part 3. Evaluation criteria and methods "requires companies to standardize the construction of safety standardization; this part of the corporate safety standards Construction of the extension to the post, the provisions of the development of safety standardization job specification and job evaluation requirements.

Because of differences in organization, equipment and facilities, and other conditions, all tobacco companies post setting vary according to the actual situation of enterprises Conditions to develop various kinds of job safety production standardization job specification and evaluation criteria to determine the positions and the evaluation unit, and evaluation processes and methodologies.

Tobacco industry safety standardization norms Part 4. job specification and evaluation requirements

1 Scope

YC/T of the provisions of section 384 of the tobacco industry safety standardization job specification and evaluation requirements.

This section applies to industrial enterprises and commercial enterprises of tobacco, including tobacco redrying, cigarettes, sheet manufacturing, tobacco acquisition, sorting and distribution, smoke Grass and other businesses and marketing subsidiary production units, excluding tobacco-related businesses and other investments, such as cellulose acetate, tobacco and printing business;

And other tobacco-related investment can be implemented by reference.

2 Normative references

The following documents for the application of this document is essential. For dated references, only the dated version suitable for use herein Member. For undated references, the latest edition (including any amendments) applies to this document.

YC/T 384.1 tobacco industry safety standardization specification - Part 1. Basic management practices YC/T 384.2 tobacco industry safety standardization Part 2. technical and on-site security Specification YC/T 384.3 tobacco industry safety standardization specifications - Part 3. Evaluation criteria and methods

3 Terms and Definitions

YC/T 384.1, YC/T 384.2, YC/T 384.3 define the following terms and definitions apply to this document.

Job specifications and safety standardization evaluation
postnorms and evaluation for work safety standardization Safety production standardized construction, according to the characteristics of the development of post job safety standardization norms, positions and staff positions Implementation specification systematic evaluation to improve job safety in production standardization process.

Evaluation unit the number of jobs according to their responsibilities and safety characteristics of relatively independent classification formed, its safety standardization evaluation the smallest unit.

4.1 Job specification

Enterprises in the safe production of standardized construction, should be making, management and operational levels to determine the three job categories, and combined with the actual system Set all kinds of safety standardization job specification, as a security decision-making criterion, management and operations as well as safety standardization of job evaluation Basis, and promote activities through job specifications to promote norms in the post.

4.2 Job Evaluation

Enterprises should be determined on the basis of job category evaluation unit, to develop evaluation criteria, and the organization of safety standardization job evaluation; post review