

Fifteen Specific Safety Practices & the Beliefs That Underlie Safety Programs in Companies with Excellent Safety Records¹

1) Safety Meetings. Regular, effective safety meetings, involving all employees, are an essential part of good safety.

2) Safety Rules. Comprehensive, up-to-date safety rules, crafted with broad participation and consistently applied, are essential for excellence in safety and also assist in doing the job well.

3) Enforcement of Safety Rules. Disciplinary action for safety infractions is an essential part of good safety. Its intent is not punishment nor retribution, but the correction of unsafe behavior, the demonstration of the standards of an organization and the weeding out of those who will not accept their responsibility for safety.

4) Injury and Incident Investigation. Every injury and incident is an opportunity to learn and improve. Thorough processes of investigation are a cornerstone of safety.

5) Workplace Audits/Inspections. Auditing the workplace to assess physical conditions, for the effectiveness of safety systems and for the awareness of the people who work there is a valuable way to improve safety.

6) Modified Duty and Return-to-Work Systems. Excellence in safety is enhanced by thorough efforts to find modified duties for injured people who cannot perform their regular jobs but who can safely do other work; and by comprehensive initiatives to assist in rehabilitation and ensure early return to work.

7) Off-the-Job Safety. The organization has a responsibility to promote "off-the-job" safety as well as safety in the workplace to help make safety "a way of life."

8) Recognition for Safety Performance. Recognition for safety achievement and celebration of safety milestones provide strong reinforcement for the organization's commitment to excellence.

9) Safety of Facilities and Equipment. The containment of hazards by integrating leading edge safety technology into the design and operation of facilities is essential for outstanding safety.

¹ Case Study, J. M. Stewart, Page 39, Professional Safety, December 2001.

10) Measuring and Benchmarking Safety Performance.

Comprehensive, up-to-date safety statistics, communicated to all, are a cornerstone of safety management. Benchmarking against the best will help improve safety.

11) Hiring for Safety Attitude. Safety can be enhanced by hiring people with good safety values and attitudes.

12) Safety of Contractors and Subsidiaries. Contractors and subsidiaries, including foreign operations, must all work to the same safety standards as the company.

13) Involvement in Community and Customer Safety. Excellence in safety will lead naturally to involvement and leadership in community and customer safety. This will be valuable to the organization, the community and customers.

14) The Safety Organization. The safety organization is a valuable asset in attaining excellence in safety. It should be chaired by the leader and led by the line organization, with broad participation by the entire workforce, particularly those at the working level.

15) Safety Specialists. Safety specialists can provide a valuable assist to the safety organization. They must avoid taking responsibility for managing safety or accountability for results; these lie with the line organization. Rather than performing the work themselves, they should facilitate involvement of the workforce.