

HAZARD AWARENESS

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Things to Do Before Training

- ▶ Be prepared to talk about what your company does to investigate workers' reports of unsafe conditions, defective equipment, near misses, and injuries.
- ▶ Make sure that the union representative, if there is one, is invited to attend this **Safety Break** training.

Introduction

Problems can be corrected when workers feel comfortable telling their supervisors and the management when safety procedures have broken down or when something is unsafe.

We want to have that kind of workplace here.



QUESTIONS TO ASK

- ▶ What are some examples of hazards on this job that have or have not been reported?
- ▶ What prevents workers from reporting unsafe conditions and actions?
- ▶ Why should we conduct investigations after injuries and near misses?
- ▶ How can better communication prevent injuries and near misses?

SAFETY BREAK

ACTION TO TAKE

- Discuss what management can do to encourage workers to report unsafe conditions and to work safer and smarter on this job.

Key Points to Keep in Mind

Unsafe working conditions include:

- ☐ Hazards such as a hectic, stressful, noisy, or poorly lit environment
- ☐ Defective or unguarded equipment that is not reported and corrected
- ☐ Workers who are untrained or who do not understand or follow procedures
- ☐ Workplaces where doing things safely is not valued and shortcuts are allowed
- ☐ Hazards created by other contractors

Workers' Responsibilities:

- ☐ **Report unsafe conditions** or actions to the supervisor and coworkers.
- ☐ When using machines or equipment, take special responsibility for noticing and reporting when hazardous conditions exist.
- ☐ When unsure how to perform a task, ask a supervisor for help instead of pretending to know how to do the job.
- ☐ **Report injuries and near misses** to a supervisor.
- ☐ **Tell a supervisor and coworkers of ideas that could improve safety.**
- ☐ **Set an example by obeying safety rules.**

Management's Responsibilities:

- ☐ Insure daily work area inspections and correct unsafe conditions.
- ☐ **Conduct investigations** to explore what, when, and how injuries or near misses occurred, as well as why they happened and how they could be prevented from happening again.
- ☐ During an investigation, try to **avoid automatically putting the blame on someone.** Focus on learning what improvement should be made in production and safety systems to prevent similar incidents.
- ☐ **Record near misses** as well as injuries to uncover trends or hazardous conditions that can be corrected.
- ☐ Set an example by obeying safety rules.