

Welcome to the ABC Webinar Series

Did you know?

As an employee of an ABC member company, you have access to several great discounts.



- **ABC Marketplace** offers discounts on electronics, restaurants, movie tickets, travel, apparel and much more, from thousands of retailers. Never pay retail again!
- **AutoZone**, the nation's largest automotive parts and accessories provider, offer members and their employees National Gold Level account pricing.
- To learn more about other great discount programs available to employees, visit: www.abc.org/employeediscounts

Questions: discounts@abc.org



American
Safety Council



AMERICAN SAFETY COUNCIL

**American
Safety Council**



Safety & Health Program Best Practices

October 14, 2015

Presentation Information



About American Safety Council

Leader in online safety training

- ✓ Training over 1M students per year
- ✓ Transportation Safety
 - Defensive Driving
 - Driver Education
 - Motor Vehicle Records
 - Fleet Safety
- ✓ Workplace Safety
 - Authorized OSHA Outreach Online Provider
 - 10- and 30-Hour for Construction & General Industry
 - OSHA Compliance Courses
 - EM-385-1-1 Army Corp of Engineers Courses
 - HAZWOPER Training
 - Visit www.usfosh.com
- ✓ Occupational Licensing & Continuing Education
 - Notary Training
 - Real Estate
 - Barber / Cosmetology
 - Healthcare



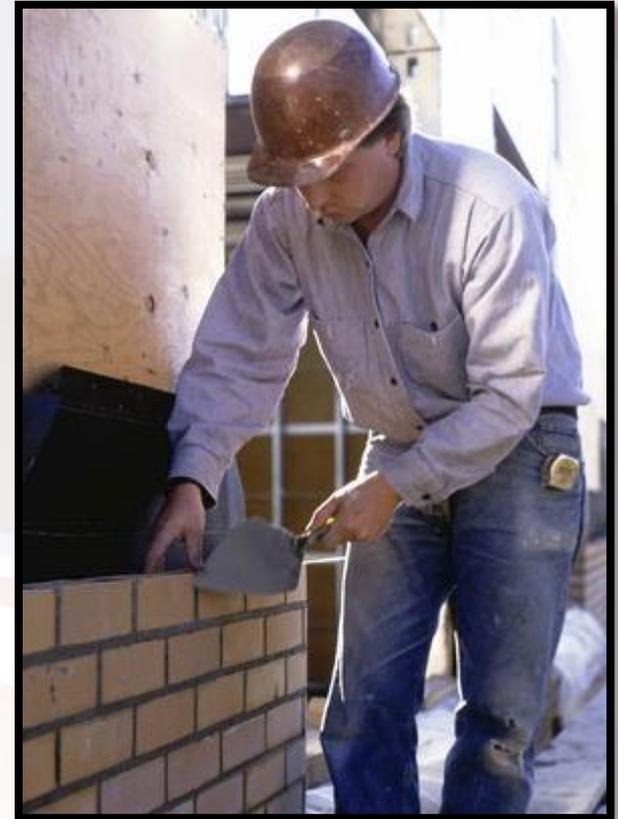
OSHA / Workplace Safety Products

www.usfosh.com

- OSHA 10-Hour Outreach for Construction
- OSHA 30-Hour Outreach for Construction
- OSHA 10-Hour Outreach for General Industry
- OSHA 30-Hour Outreach for General Industry
- OSHA 24-Hour HAZWOPER
- OSHA 8-Hour HAWOPER (Refresher)
- EM-385-1-1 Army Corps of Engineers Standards
 - 16- and 40-Hour Courses



Outreach Training Program online courses offered in cooperation with the University of South Florida OTIEC, providing the credibility and efficacy of a leading safety training institution.



Course
Demonstration

ABC Chapter Affiliate Partnerships

- ✓ ASC develops and hosts Chapter Affiliate Website
 - www.usfsha.com/abc/empire-state
- ✓ Site can include:
 - OSHA 10 & 30 Hour for Construction
 - OSHA 10 & 30 Hour for Gen Industry
 - 24 Hour & 8 Hour HAZWOPER
 - EM-385-1-1
 - Certificate Courses
 - Tape Measure Instructional Course
- ✓ ABC Chapter receives 33% of course sales originating from the affiliate website
 - Non-Dues Revenue
- ✓ Option for Bulk Discount Tiers for customers that require >1 course
 - See ABC Affiliate Agreements for commission structure details
- ✓ Site can be used by Members and Non-Members
- ✓ For more information contact Andrew.reeve@amersc.com or call (877) 357-2736



*American Safety Council is
working with 20 ABC Chapters
as OSHA Affiliate Partners*

Sample Web Site

Learning Objectives

- Understand the importance of safety and health programs
- Describe the key elements of safety and health programs
- Understand employer and employee roles in implementing safety and health programs



Case Study



Fall Through a Skylight



Worker on second-story roof



Roof stripped of clay tile, felt paper and skylights



Removed skylight openings covered with felt paper



Worker stepped through skylight opening



Fell 24 feet to ceramic tile covered, concrete floor



Worker hospitalized with head fracture



What is a Safety & Health Program?



An organized and systematic method to:



Reduce injuries and fatalities



Assign responsibilities



Inspect for and control hazards



Orient and train all employees



What makes an effective safety & health program?



Effective programs include:



Identification and prevention of hazards



Go beyond legal or OSHA requirements



Address all hazards and exposures



Some important statistics...

- 50 American workers injured every minute of 40-hour workweek
- Almost 17 die each day
- 1/3 of serious injuries/illnesses due to overexertion/repetitive motion
- Cost as much as \$20 billion in direct costs; billions more in indirect cost
- Only 30% of businesses have established programs
- Half of 95 million workers not covered by an OSHA safety and health program
- Estimated \$128,000,000 in fines for serious safety violations

Source: OSHA Data & Statistics



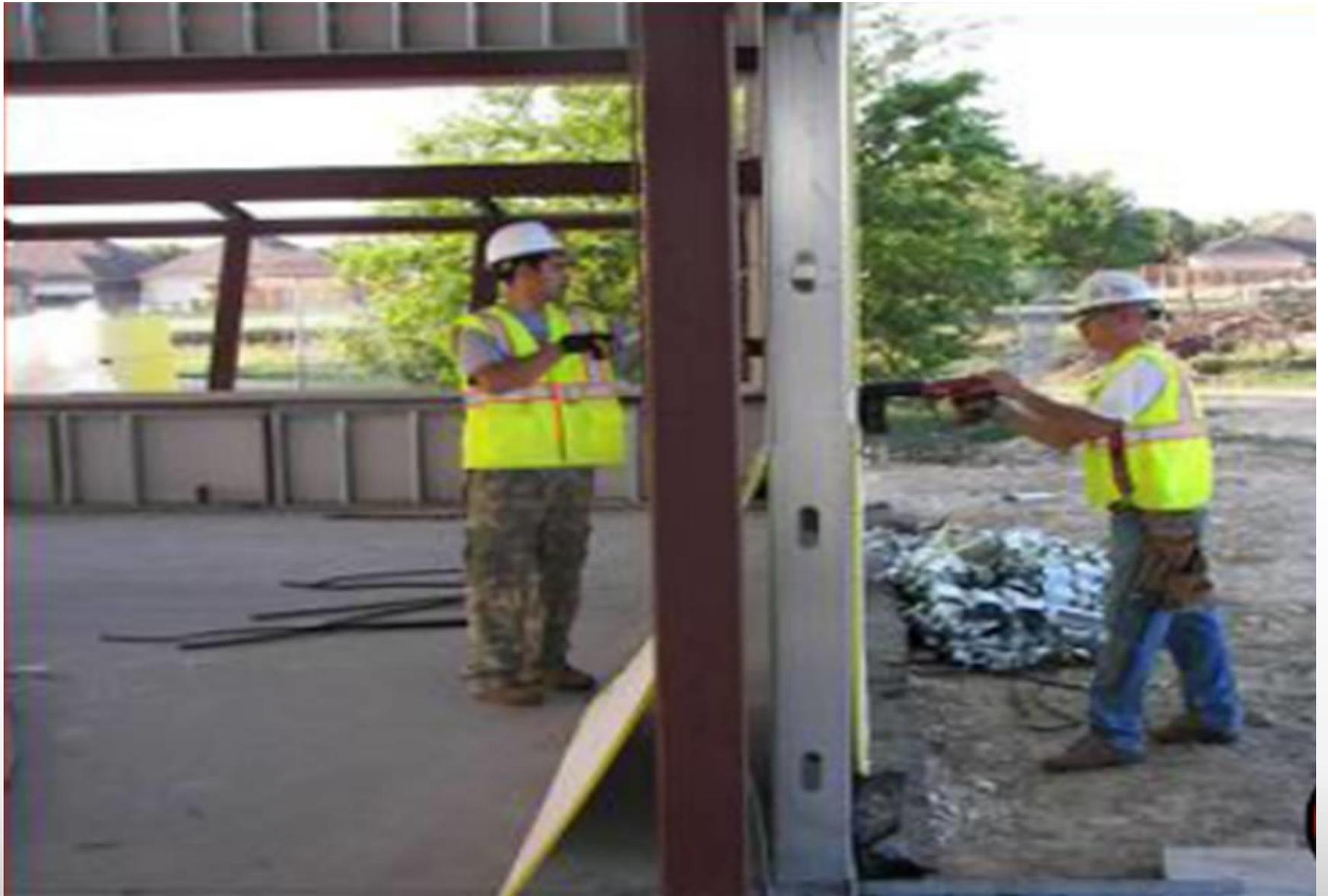
Establishing safety and health programs can prevent injuries and illnesses, as well as return \$4 to \$6 for every dollar invested

The Importance of Safety and Health Programs

- Foundation for safety and health in the workplace
- Prevent injuries and fatalities
- Required by OSHA in some cases and always encouraged
- May lead to reduced penalties if cited by OSHA
- Improve employee morale, productivity and quality
- Accident cost savings



SAFETY AND HEALTH PROGRAMS







What are the key elements of a safety program?

-  Management leadership and employee participation
-  Hazard identification and assessment
-  Written hazard prevention and control programs
-  Safety and health information and training
-  Evaluation of program effectiveness



Important Components for Success

-  Management Commitment
-  Assigned Responsibilities
-  Effective rules and procedures
-  Documented accountability processes and disciplinary action system
-  Self-inspection processes
-  Incident investigations, program reviews and employee feedback



SAFETY AND HEALTH PROGRAMS

The Employer Role in Safety Programs



To provide a safe and healthful workplace



Hazard Identification



Identifies existing operations that might create hazards before work begins and on an on-going basis



Conduct workplace inspections, review safety and health information, evaluate equipment and processes for equipment



Assess the severity of hazards and prioritize them



Conduct these processes as often as necessary to maintain safety and also when any changes occur in the workplace that introduce new hazards



Notify employees of any hazardous conditions

The Employer Role in Safety Programs



Employers must provide managers, supervisors and employees with:



Authority



Access to relevant information



Training



Resources needed to carry out responsibilities



The Employer Role in Safety Programs



Employer must identify at least one manager, supervisor or employee to receive and respond to safety and health conditions and, where appropriate, to initiate corrective action



Employer must also:



Communicate with employees about safety



Provide employees with necessary information and training



Establish processes for employees to report hazards and management to respond promptly



Encourage employee participation, evaluation and feedback





The Employee Role in Safety Programs

-  Pay attention to training and follow safety procedures
-  Use your PPE as instructed
-  Understand your responsibilities in worksite safety
-  Report unsafe work practices to your supervisor
-  Submit suggestions and feedback to management for continued improvements to safety and health programs
-  Feedback can be submitted by e-mail to Safety@AmericanSafetyCouncil.com, by leaving a written note in the break room drop box or by speaking with your supervisor

How would you assess your safety program?

-  How are you anticipating and detecting Hazards?
-  How are you preventing and controlling Hazards?
-  How are you planning and evaluating safety and health in your company?
-  How do you oversee and administer your safety & health program?
-  What type of training do you provide for your workers and supervisors?
-  Does top management have safety as a priority objective for the company?
-  How engaged are your employees in achieving your safety objectives?

-  Keys to effective hazard anticipation and detection include:
 -  Proactive safety & health inspections performed regularly
 -  Surveillance of hazard controls
 -  Effective hazard reporting system in place
 -  Incidents & Accidents are investigated for root cause
 -  Job hazard analysis is performed by experts



 Keys to effective hazard prevention and control include:

-  Feasible engineering controls are in place
-  Effective safety & health rules and work practices are in place
-  Applicable OSHA-Mandated programs are in place
-  Personal Protective Equipment is used *appropriately*
-  Organization is prepared for an emergency
-  Preventive maintenance is performed





Keys to effective planning & evaluation include:



Workplace injury / illness data are effectively collected



Hazard incidence data is effectively analyzed



Safety & health goal(s) and objectives exist and are communicated



Action plan to achieve safety & health goals is in place



Annual review of OSHA-mandated and Safety Management System is conducted annually



-  Keys to effectively administering & supervising your program include:
 -  Safety & health tasks are assigned to the right people / positions
 -  Safety & health assignments are clearly communicated
 -  Accountability mechanisms are in place for safety & health assignments
 -  Individuals with safety & health tasks have requisite knowledge, authority, & resources
 -  Policies are in place to promote performance & correct non-performance of safety & health objectives





Keys to effective training include:

-  Employees receive safety & health training (i.e. an OSHA 10-Hour)
-  New employee orientation includes applicable safety & health information
-  Supervisors receive appropriate safety & health training (i.e. an OSHA 30-hour or equivalent)
-  Management has training on safety & health system management





Keys to effective management & leadership include:

-  Safety is established as a clear priority
-  Safety & health is a line rather than staff function
-  Competent safety & health staff is provided to line managers / supervisors
-  Management personally follows safety & health rules
-  Management ensures appropriate resources & training are provided
-  Management is involved in the planning & evaluation of safety & health performance
-  Employee involvement & participation is encouraged & rewarded





Keys to effective employee participation include:

-  Involved in safety & health decisions & resource allocation
-  Participate in hazard detection & prevention activities
-  Participate in training decisions and training of co-workers
-  Participate in safety & health planning & evaluation activities
-  Use PPE as instructed
-  Pay attention to training & follow safety procedures
-  Understand their responsibilities in worksite safety
-  Report unsafe work practices to supervisors / management
-  Submit suggestions & feedback to improve the safety & health program

Other Important Success Criteria

- All programs should be site-specific and job-specific as appropriate
- Include employee surveys throughout safety process
- Provide feedback based on employee comments
- Require safety discussions at all levels of management



Remember: Management commitment and employee involvement are complementary and result in safer worksites and more productive employees.

- Safety and Health Programs are organized and systematic methods to reduce injuries and fatalities, assign responsibilities to managers, supervisors and employees, inspect for and control hazards, and orient and train all employees to eliminate or avoid hazards
- The ultimate responsibility of the employer is to provide employees with a safe and healthful workplace. The first step in this process is hazard identification.
- Other employer responsibilities include providing authority, information and training, as well as requesting and utilizing employee feedback.
- The employee role in developing safety and health programs is to pay attention to training and follow safety procedures, use PPE as instructed, report unsafe work practices and submit feedback to your employer.

What resources are available to help you?

- ▶ Free OSHA Education Center Consultation Programs
 - 📎 Consultation Programs will perform comprehensive safety & health program assessments with no risk of penalty
 - 📎 Employer must agree to remediate identified program deficiencies
 - 📎 See www.usfsafetyflorida.com or your regional OTIEC for more information
- ▶ Free Safety Writer Application to create your written safety & health program documentation
 - 📎 Register at www.safetyconsultationservices.com/Safetywriter
- ▶ Free Safety and Health Management eTool
 - 📎 Visit <https://www.osha.gov/SLTC/etools/safetyhealth/components.html>
- ▶ Online, OSHA Authorized safety & health training
 - 📎 Visit www.usfosh.com

Lesson Questions

- Who has responsibilities in maintaining workplace safety?
- Who is ultimately responsible for providing a safe and healthful worksite?
- How are these two goals best accomplished?
- What are we trying to prevent through these processes?



Thank you!

Questions, inquiries, and feedback welcome!

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