

# ***Some Fundamentals In Workplace Safety***

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**Hosted by:**



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Manufacturing & Construction

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# Tell Us about yourself

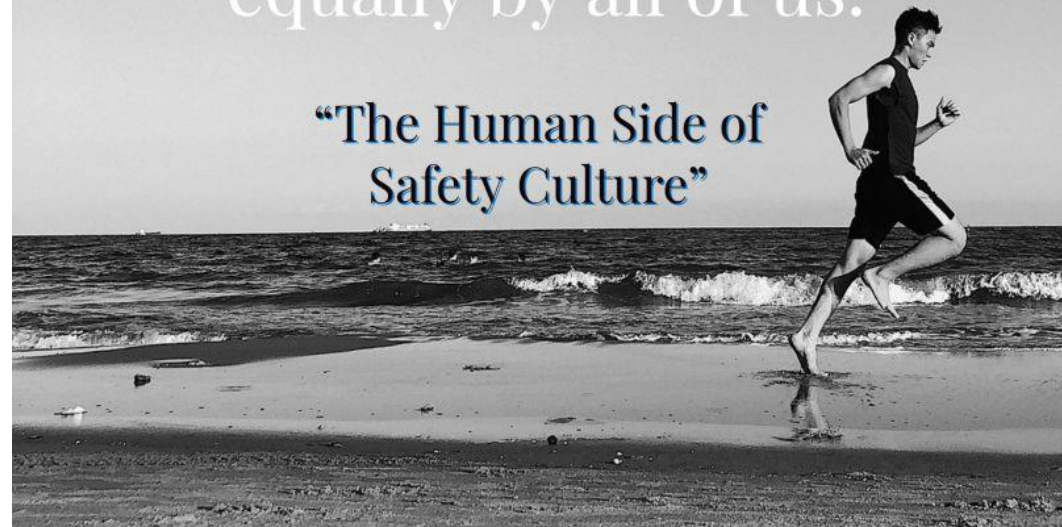
1. Tell us your company name & # of employees
2. Where you located
3. What you generally do

# In this First Session & Series

You won't hear me  
use slogans...they  
can be vague and  
not practical that  
adds solutions

Safety is a collective effort, it is a sustainable piece of mind that we all can achieve, that we all need. It isn't more of a responsibility to one than another. It is a responsibility shared equally by all of us.

**"The Human Side of  
Safety Culture"**



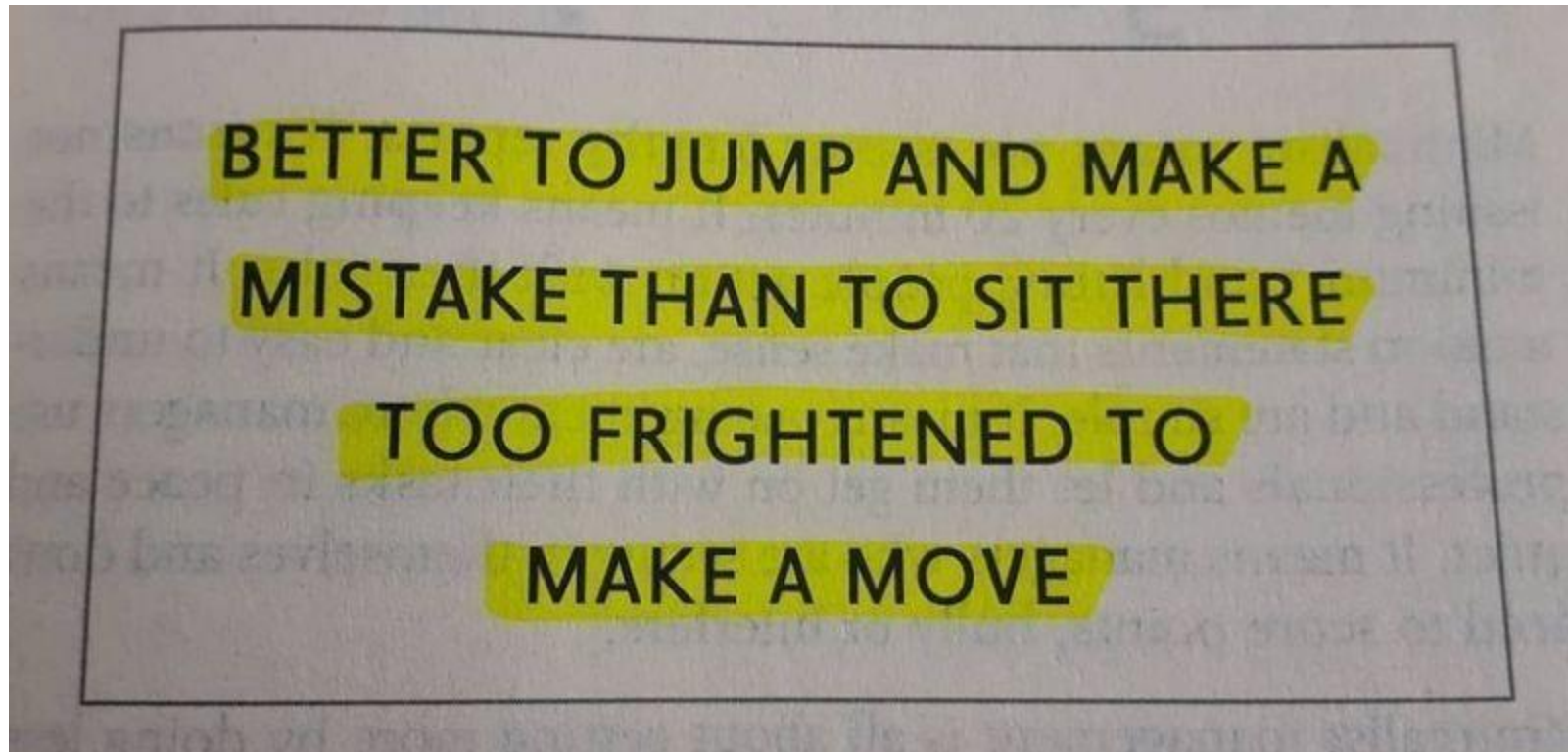
# In this First Session & Series



# In this First Session & Series

Watch what you read on the internet...they can be misleading, dangerous and false.

# In this First Session & Series



# Question

What is Workplace Safety?



# Work Continues





# Workplace Safety

Workplace Safety is considered to be freedom from unacceptable risk or harm.

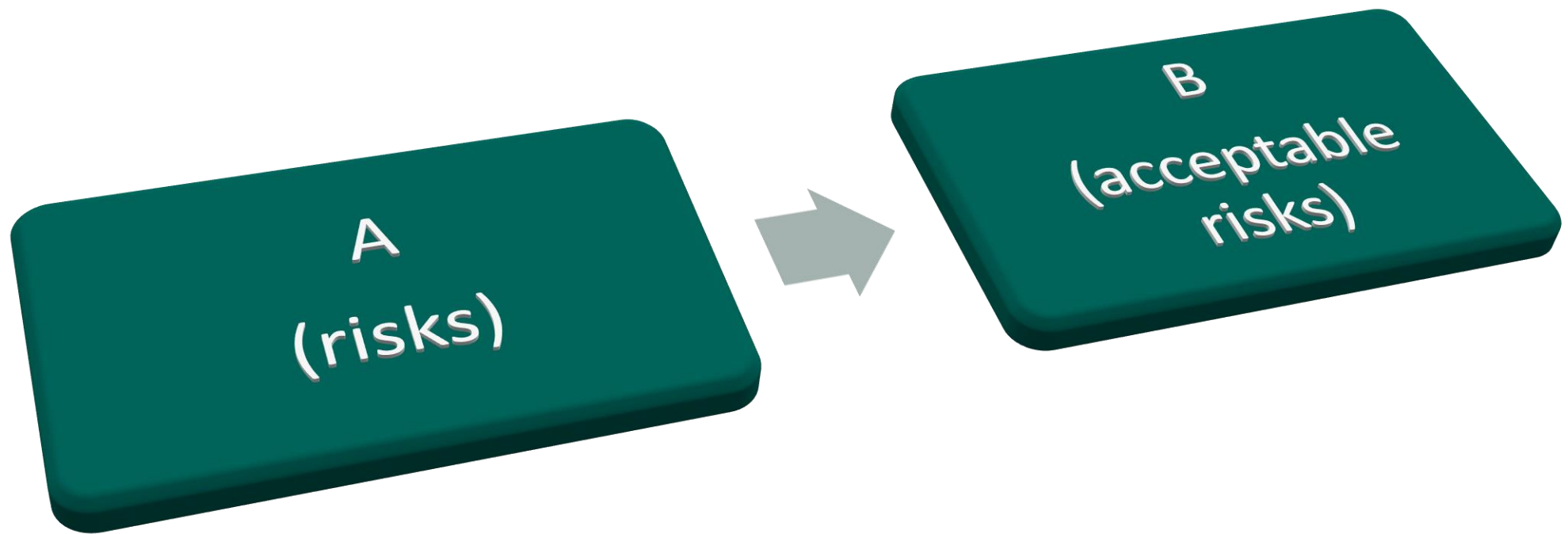
# Which brings us to Culture

Your Culture is driven by Top Management...

They set the tone...or at least they should be

# Objective

How do we get from Point A to Point B?



# Can be difficult

One reason: many employers are reactive instead of preventative.



# Interesting Note...

**Warehouse safety citations  
could cost Amazon seconds in  
revenue**

~ \$60,000

That'll definitely teach them to look  
out for their workers





# Top Management

**Does Top Management take safety seriously?**



# What I have learned...

Organizations should work on recognizing their gaps in acts & conditions when it comes to risk management.





# Where is your Focus?

Productivity or Safety

Can you focus on both?



# Workplace Safety is Culture Driven

Everything that occurs or doesn't occur that relates to workplace safety is a reflection of an organization's culture.

# Safety Culture described...

**Safety culture** is the attitude, beliefs, perceptions, values, and behaviors that employees share/show in relation to safety in the workplace.

**Safety culture** is a part of organizational structure and has been described by the phrase "**the way we do things around here**".





# What do you do to improve safety around here?

More Training?

More Inspections?

More Discipline?

More Policies?

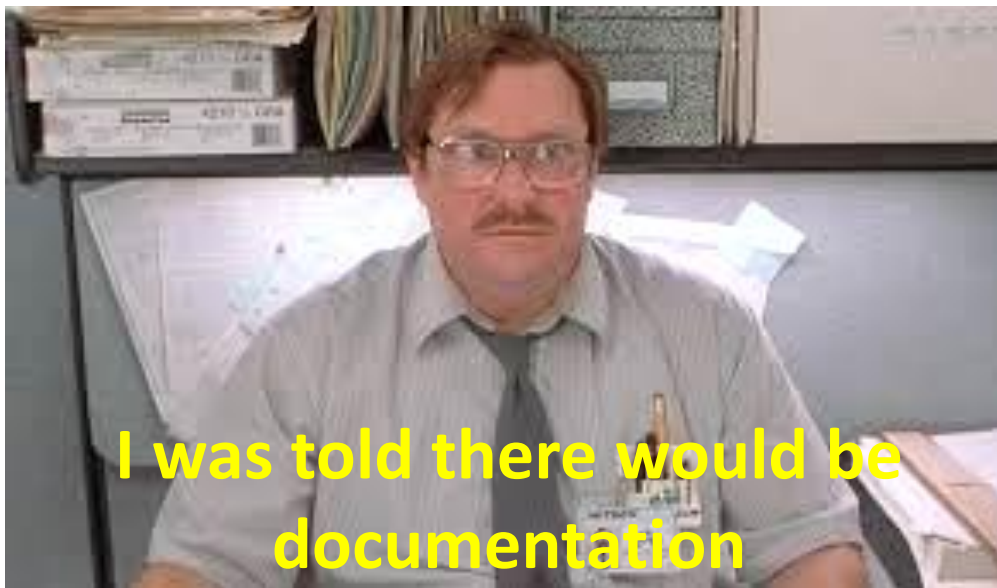
More Oversight?



# Systems will shape Culture

Lots of different systems...BUT, a simple approach is best.

- Compliance-Based (meet OSHA regs before they show up)
- Behavior-Based (observation of behaviors & feedback)
- Management System-Based (Plan-Do-Check-Act)



# Systems will shape Culture

A system is a group of interrelated elements that work together to form a whole (common purpose).



# Where does a Safety Culture start?





# Top Management

**Set accountability**

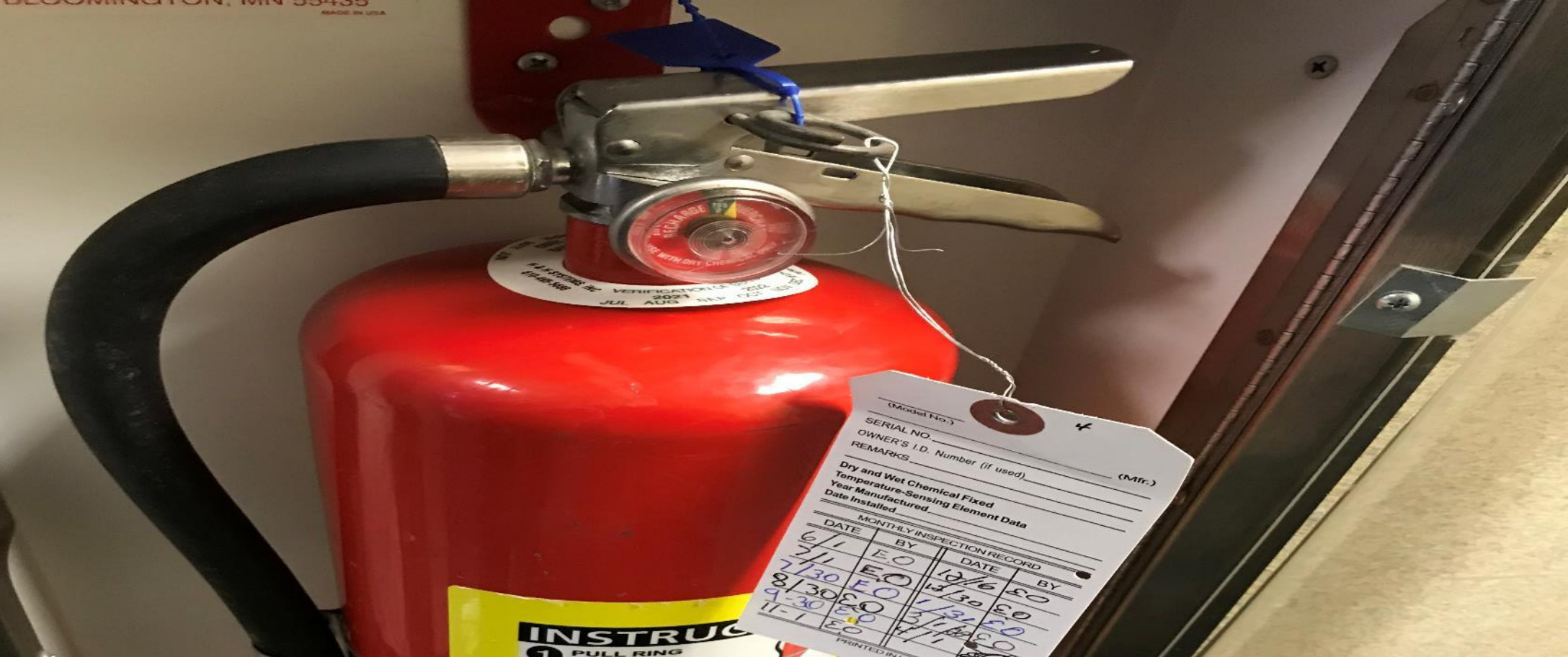


Action  
Items  
to get  
done



# Elements of a Positive Safety Culture

1. Safety Goals
2. Safety Committee
3. New Hire Orientation on Safety
4. Inspections (Site Evaluations)
5. Incident Investigation (corrective action)
6. Safety Education & Training

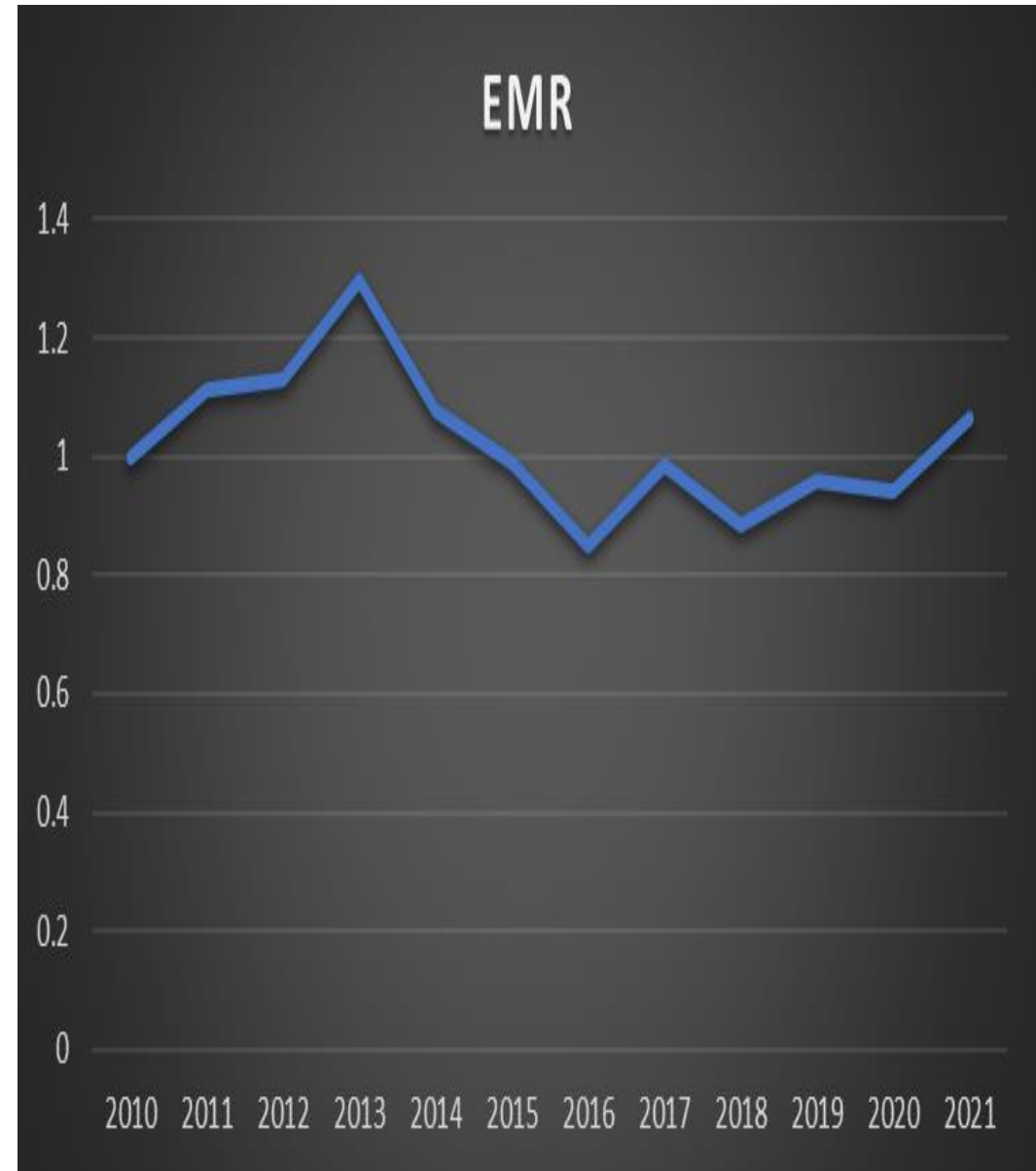


# Safety Goals

# What Goals?

- **Improvement in Individual & Company Performance**
  - Incident Rates
  - Reporting Time (e.g., 3 days)
  - Modified Duty & Accident Repeater Protocol
  - Bringing back employees from off-duty
  - Having safety committee meet monthly – 12 meetings
  - Area audits completed by staff
  - # of hazards identified and abated

# What Goals?





## Cannot read capacity rating





# What Goals?

One I like are **risks identified and abated.**

Corrected



# What Goals?

One I like are **risks identified and abated.**

Not locked out during maintenance





# What Goals?

One I like are risks identified and abated.

Corrected with device and written procedure





Safety Committee that meets  
regularly

# A Forum for Discussing Safety

The committee will not survive without management support.

Representatives should understand that the committee expects them to contribute and show up.



# Be Transparent

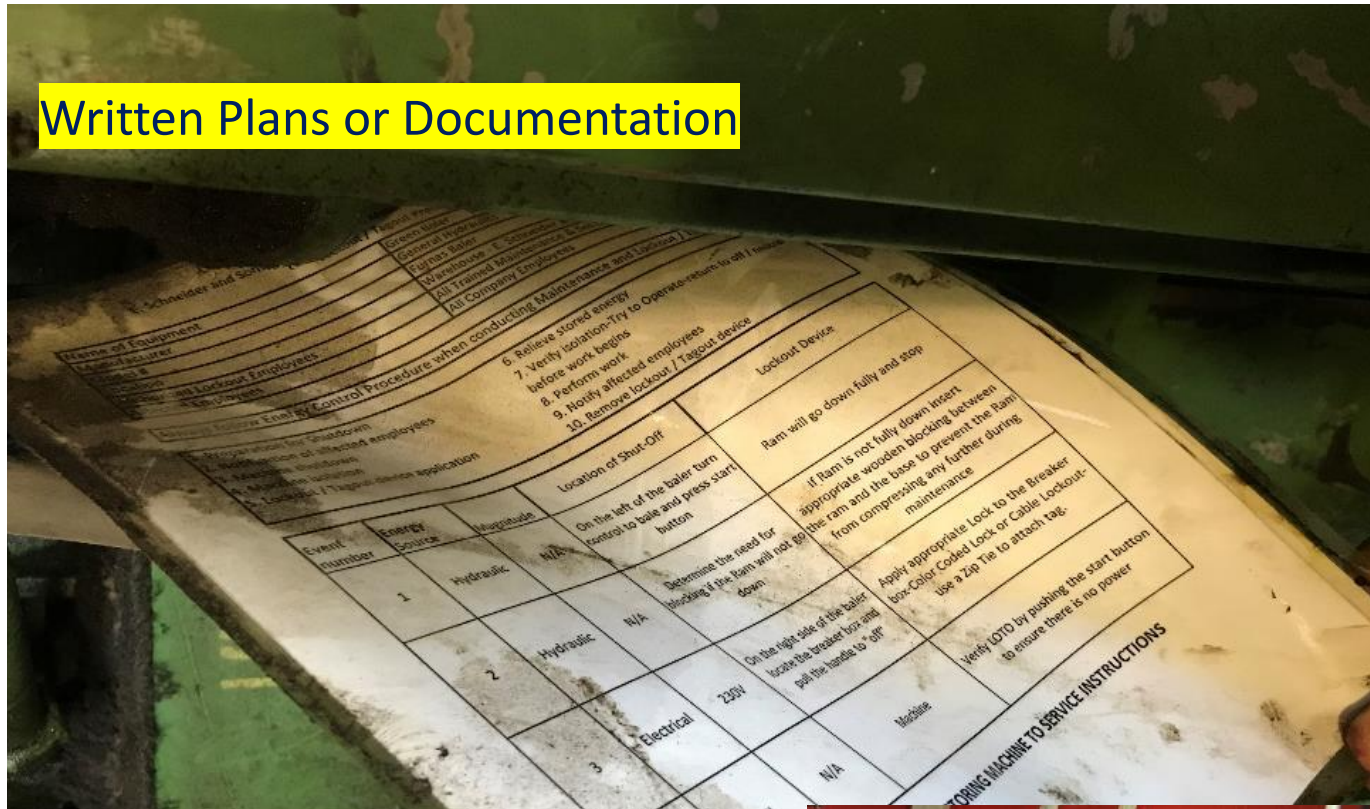
An effective safety committee cannot exist in a culture of mistrust.

Please Communicate and be Honest



# Safety Meeting Discussion Points

## Written Plans or Documentation



## Training



## Physical Conditions





# Discuss Action Items

Each meeting you **MUST** discuss past injuries and actions that were to be done.

For example, if you have had back injuries from lifting, what is your solution to this issue?





# New Hire Orientation



# Be Consistent

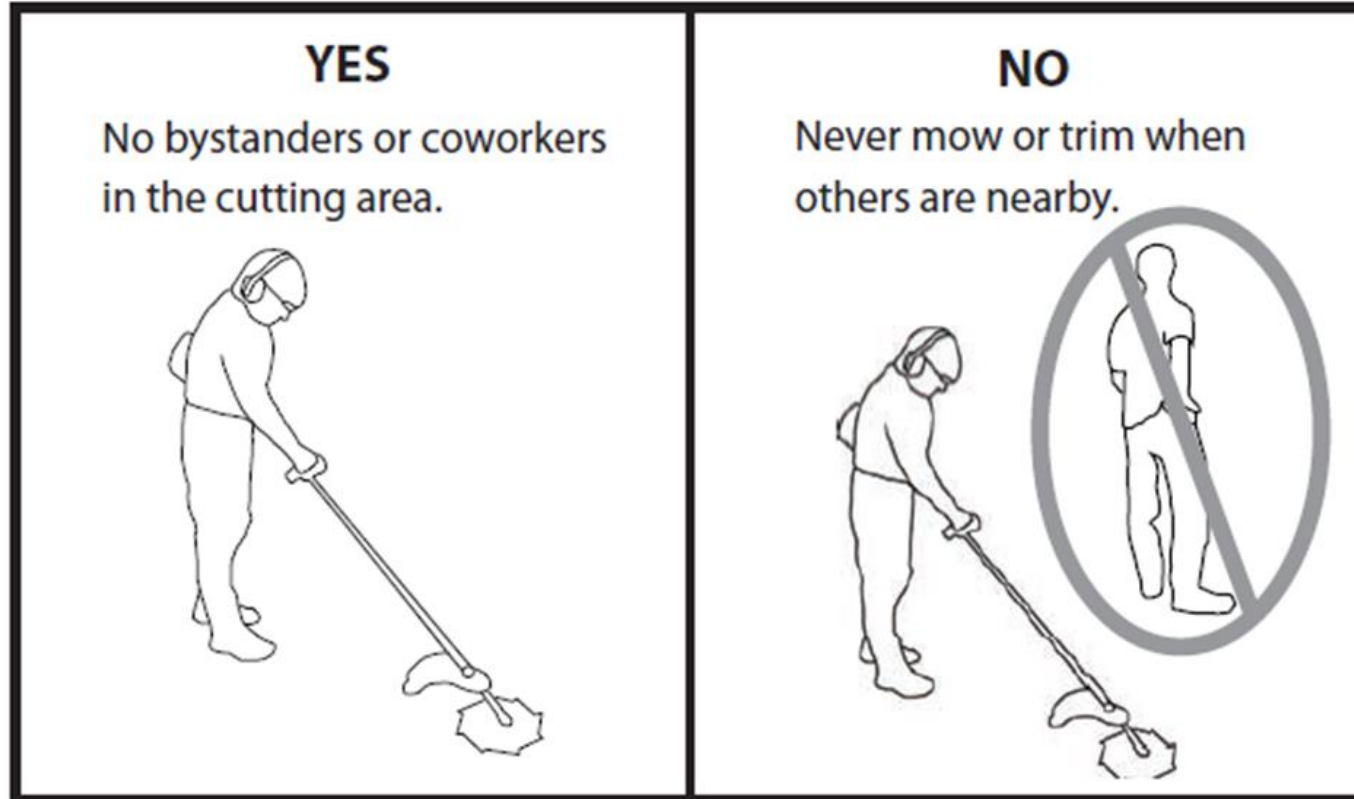
Have a list of topics you cover each time an employee is hired.



# Be Consistent

- ☐ How to report an injury
- ☐ Exits and Emergency Response
- ☐ Fire Extinguisher Use
- ☐ Hazard Communication (chemicals)
- ☐ Personal Protective Equipment
- ☐ Medical & Exposure Monitoring
- ☐ Etc... (BBP, LOTO, Machine Guarding)
- ☐ THIS SETS THE TONE

# Show new employees



It should not just be a paper exercise or checklist



# Show new employees



# Show new employees



# Show new employees

Housekeeping







# Inspections

# Site Evaluations

- Conduct formal site evaluations with a team or as individuals
- Look at every location where employees work
- Don't worry about trying to find **"everything"**
- Document your observations & report to management/SC
- Absolutely required if trying for affirmative defense





# Site Evaluations

- Just don't focus on physical objects



# Site Evaluations



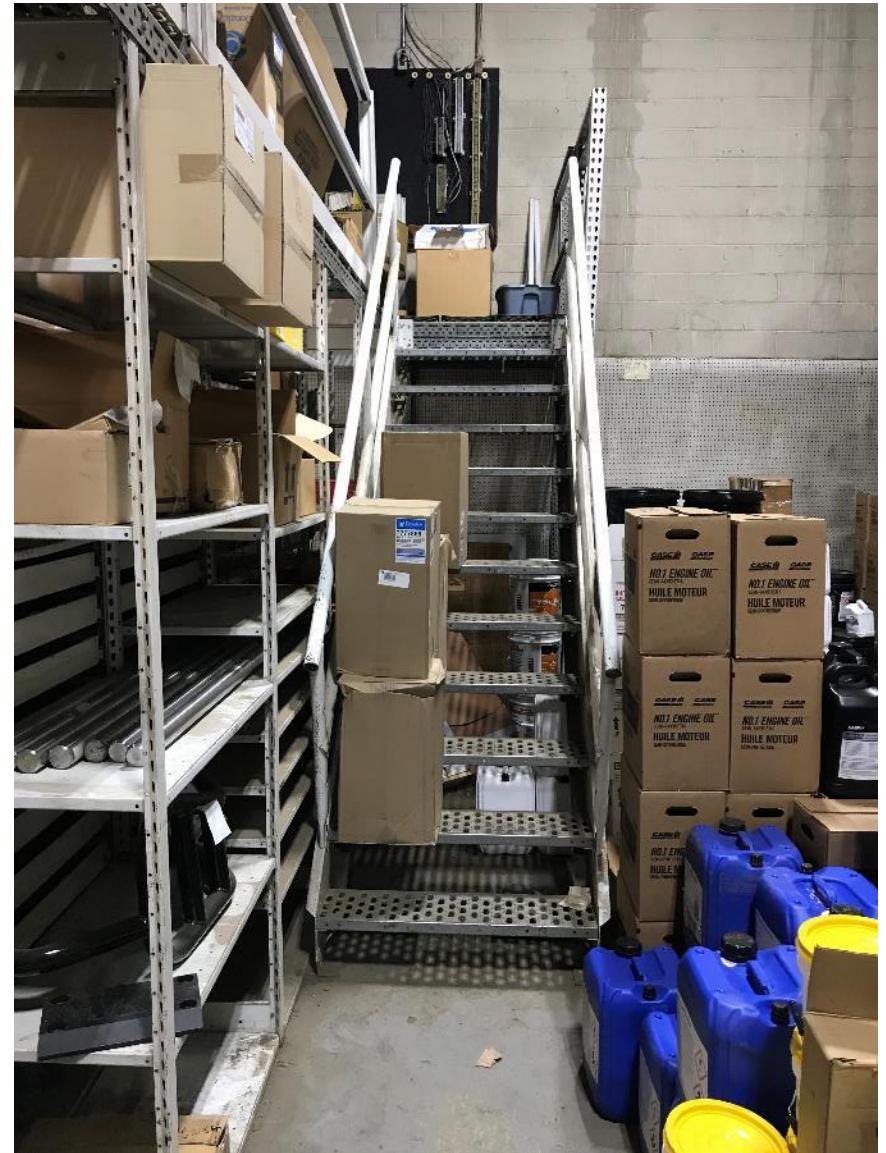
## Ask Questions?

- Is this too much dust?
- I heard that dust can be combustible, is ours?





# Are you doing safety or just talking about it?



# Do Safety...

✱

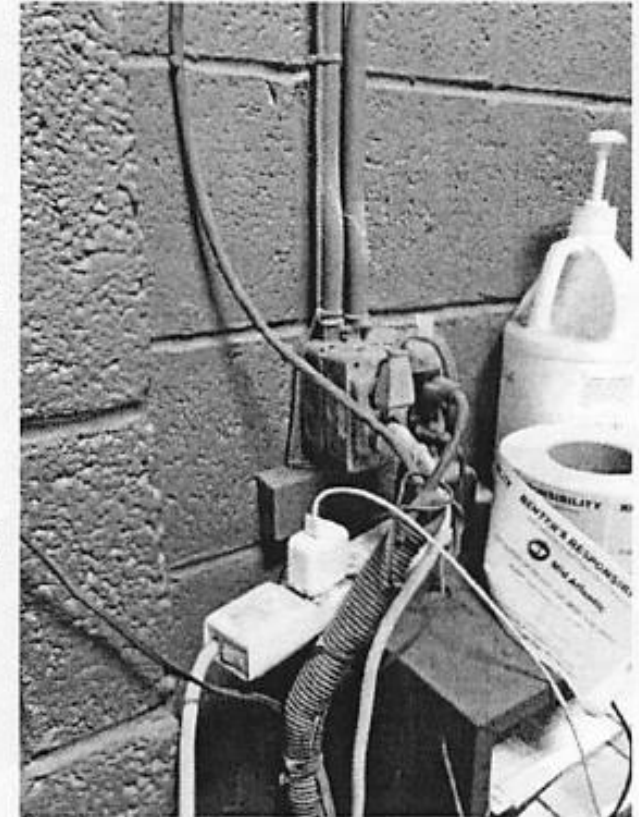
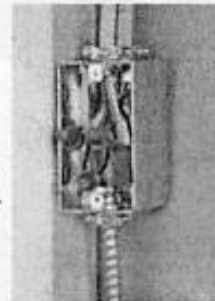
Fixed

## Observation

A switch box within a switch box may not be designed for its intended use unless instructions say so. OSHA 1910.303 states that listed or labeled equipment shall be installed and used in accordance with any instructions included in the listing or labeling. They also go on to say that electric equipment shall be installed in a neat and workmanlike manner. Ensure you use a proper extender.

EAST COAST  
RISK MANAGEMENT

Example  
extender



Corrective Action: consider specific box extender if room is needed for connections.

3

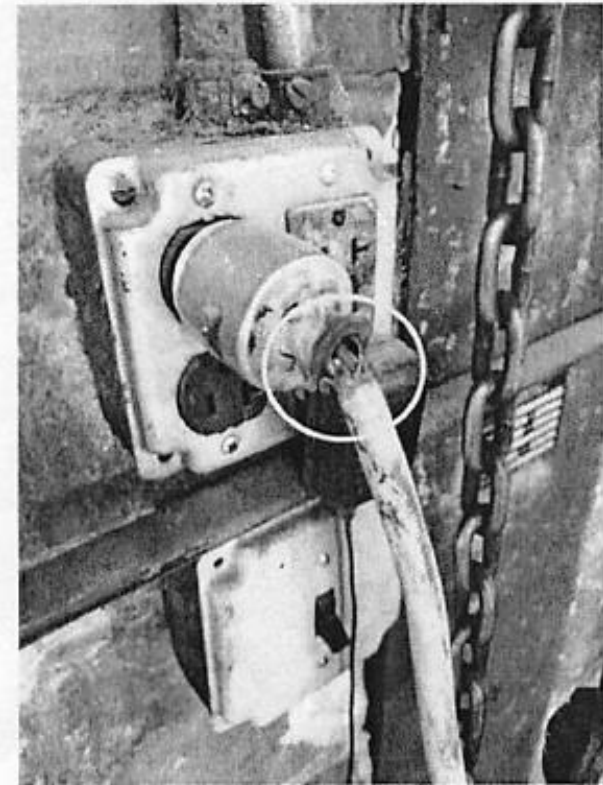


# Do Safety...

ordered  
male plug  
9/8/22  
fixed

## Observation

Repair or replace wiring here. The majority of damage on flexible cords occurs in this area where strain relief is not initiated.



Corrective Action: replace or repair wiring shown here.





# Incident Investigation

# Don't Pencil-Whip this Task

- Get to the task quickly (not days)
- Get the story from the injured person and witnesses
- Talk with supervisor
- Based on the information given, report what happened
- Hopefully, you have enough info to come to a conclusion



# Experience Tells Us...

Management can control many factors that are contributing factors to workplace incidents.





# The Six-Step Process

1. Secure the incident scene immediately.
2. Collect the facts about what happened.
3. Develop the sequence of events – tasks being done.
4. Determine the causes.
5. Recommend corrective actions.
6. Write the report & submit to proper channels.



# Report the Injury clearly

**Injury Description:** installing trim, he shot himself in the knee while installing trim

**Injury Description:** Employee was moving material, went to pick it up and it rolled, he felt a pop in his left hand/wrist area.

# Report the Injury clearly

**Injury Description:** installing trim, he shot himself in the knee while installing trim

## Better

The EE stated that while installing trim on the outside of the window frame, he shot himself in the knee with the nail gun.

# Report the Injury clearly

## Better

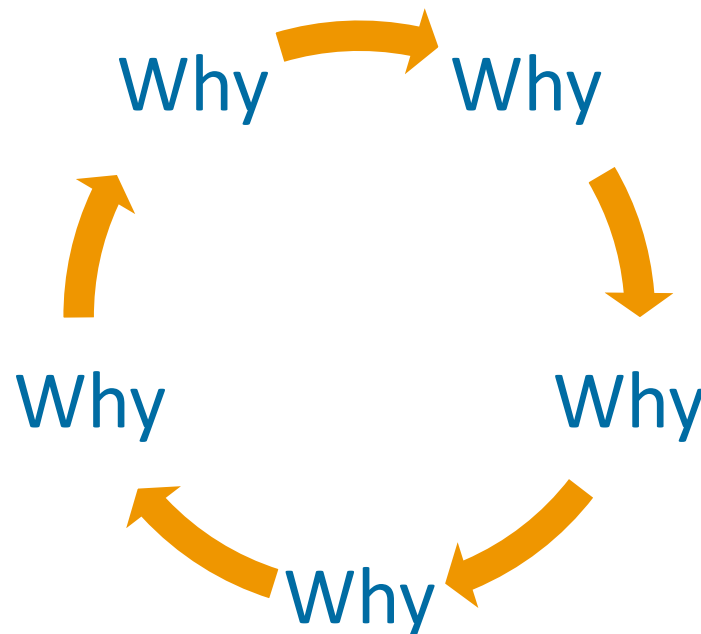
The EE said that while moving a 50-pound bag of potato flakes, the bag shifted, and he felt a pop (pain) in his left hand/wrist area.

**Injury Description:** Employee was moving material, went to pick it up and it rolled, he felt a pop in his left hand/wrist area.

# Determine the causes

The “five whys” is one of the simplest of the contributing factors analysis methods. It is a question-asking method used to explore the cause/effect relationships underlying a particular problem.

Ultimately, the goal of applying the 5 Whys method is to determine the **contributing factors** of a defect or problem.





# Start with Management

Ask yourself, did our Management team do everything possible to eliminate or minimize the risk of injury?

*Did we provide adequate training?*

*Did we fix damaged equipment that we knew about?*

*Did supervisors “allow” unsafe acts and unsafe conditions?*

# Thoughts on Corrective Actions

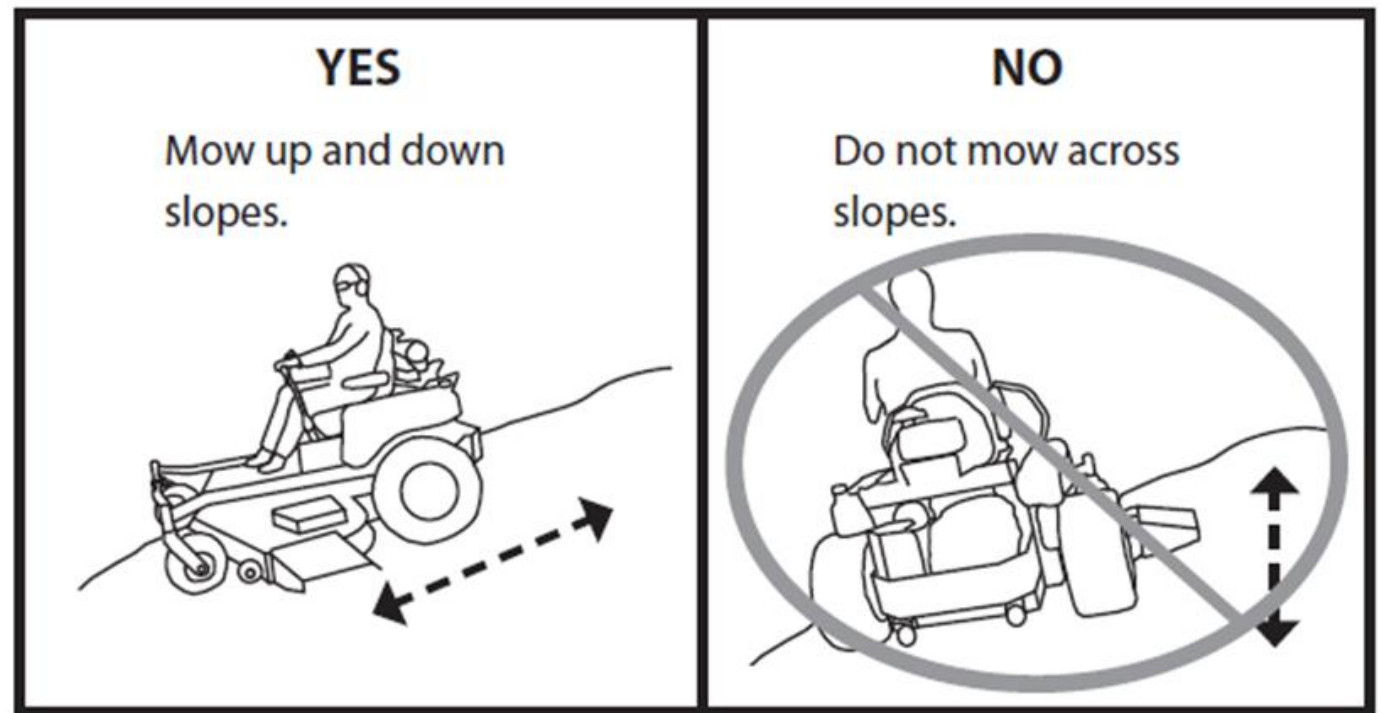
- **Always start with what the Employer can do** (*telling the employee to be more careful is not productive*)
- *Management shall review, re-design and install \_\_\_\_\_ to ensure safe conditions.*
- *Management shall develop new talking points to train employees.*
- *Management shall train employees in safe operating procedures according to manufacturers' instructions.*
- *Management shall develop a procedure for \_\_\_\_\_.*



# Safety Education & Training

# Training must be consistent

- Employee education & training must be consistent. Same message!
- If you don't know an answer, don't guess.
- Be on-point.
- Often







# Tell a story

- Never jump down – you might get injured
- Never get on or off a moving vehicle



[National Safety Council]


# Use FACE reports






FATALITY ASSESSMENT AND CONTROL EVALUATION


**A 23-Year-Old Worker Pulled into a Wood Chipper on His First Day on the Job**  
**Case #: 16NY024**


**INCIDENT HIGHLIGHTS**

 **DATE:**  
May 4, 2016

 **TIME:**  
1:15 p.m.

 **VICTIM:**  
23-year-old worker of a tree service company

 **INDUSTRY/NAICS CODE:**  
Landscaping Services/561730

 **EMPLOYER:**

**SUMMARY**  
 On May 4, 2016, a 23-year-old laborer (victim) hired by a tree service contractor (employer) was pulled into a wood chipper (Bandit 250) on his first day on the job. At the time of the incident, the victim was doing ground work with two other workers and the employer at a residential site. There was no eyewitness to the incident. The victim was pulled head first into the wood chipper... [Read the report](#) (p.2)

**CONTRIBUTING FACTORS**  
 Key contributing factors identified in this investigation include:
 

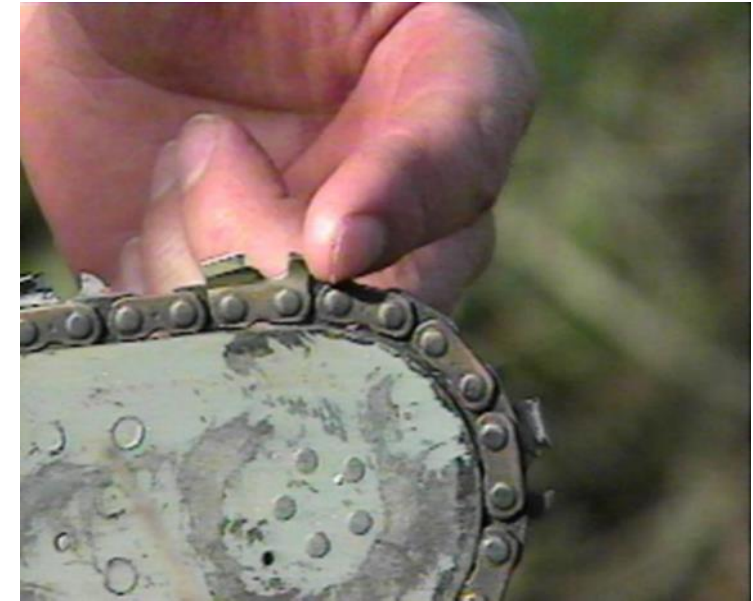
- Inexperienced and untrained workers were assigned to feed chipper;



A 23-Year-Old Worker Pulled into a Wood Chipper on His First Day on the Job Case #: 16NY024

# Use the Operators' Manual

- Knowledge, Attitude & Skills



**OPERATOR'S MANUAL**  
**MANUEL D'UTILISATION**  
**MANUAL DEL OPERADOR**

**RY3714 / 14 in. 37cc Chain Saw**  
 Scie à chaîne de 37 cc de 35 cm (14 po)  
 Motosierra de 35 cm (14 pulg.), 37 cc

**RY3716 / 16 in. 37cc Chain Saw**  
 Scie à chaîne de 37 cc de 40 cm (16 po)  
 Motosierra de 40 cm (16 pulg.), 37 cc

**REGISTER YOUR TOOLS**  
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**NOTICE AVIS AVISO**

Do not use E15 or E85 fuel in this product. It is a violation of federal law and will damage the unit and void your warranty. Only use unleaded gasoline containing up to 10% ethanol.

No pas utiliser d'essence E15 ou E85 dans ce produit. Une telle utilisation représente une violation de la loi fédérale et annulera l'appareil et annulera la garantie. Utilisez seulement de l'essence sans plomb ne contenant pas plus de 10 % d'éthanol.

No utilice combustibles E15 o E85 con este producto. Esto constituye una violación a la ley federal, dañará la unidad y anulará la garantía. Utilice únicamente gasolina sin plomo que contenga hasta 10% de etanol.

Your chain saw has been engineered and manufactured to Ryobi's high standard for dependability, ease of operation, and operator safety. When properly cared for, it will give you years of rugged, trouble-free performance.

**WARNING:** To reduce the risk of injury, the user must read and understand the operator's manual before using this product.

Thank you for buying a Ryobi product.

**SAVE THIS MANUAL FOR FUTURE REFERENCE**

Cette scie à chaîne a été conçue et fabriquée conformément aux strictes normes de fiabilité, simplicité d'emploi et sécurité d'utilisation de Ryobi. Correctement entretenue, elle vous donnera des années de fonctionnement robuste et sans problème.

Sumotosierra ha sido diseñada y fabricada de conformidad con las estrictas normas de Ryobi para brindar fiabilidad, facilidad de uso y seguridad para el operador. Con el debido cuidado, le brindará muchos años de sólido y eficiente funcionamiento.

**AVERTISSEMENT :** Pour réduire les risques de blessures, l'utilisateur doit lire et veiller à bien comprendre le manuel d'utilisation avant d'employer ce produit.

**ADVERTENCIA:** Para reducir el riesgo de lesiones, el usuario debe leer y comprender el manual del operador antes de usar este producto.

Merci d'avoir acheté un produit Ryobi.

Le agradecemos la compra de un producto Ryobi.

**CONSERVER CE MANUEL POUR FUTURE REFERENCE**

**GUARDE ESTE MANUAL PARA FUTURAS CONSULTAS**



# Use the Operators' Manual

Especially important for heavy machinery and manufacturing equipment



Good article in Professional Safety Nov 2021



# Final Thoughts

- Poor Management (sets Safety Culture)
- Complacency (no focus)
- Hurrying (from pressures of production or doing it the right way is inconvenient)

# Contact Info

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