



# Safety

# Accountability

## 2009



# Safety Accountability



## MINOR VIOLATION

An act or action by an individual that is in violation of site identified policies and practices.

Potential for serious injury or harm to self or others is low.

# Safety Accountability



## Examples

- ◆ Safety glasses worn/ ear plugs in manufacturing
- ◆ Safety shoes in assigned areas.
- ◆ Trip Hazards not cleaned up
- ◆ Ignoring barricaded areas (sanitation)
- ◆ Blocking fire extinguisher or hose
- ◆ Failure to remove a lock after work done/ using lock improperly
- ◆ Improper lifting
- ◆ Failure to attend safety training



# Safety Accountability



## SERIOUS VIOLATION

An identified unsafe act or action by a team member that has the potential for injury to self or others, or cause damage to product or equipment.

# Safety Accountability



## Serious Violation

### Examples

- ◆ Failure to report any injury, illness, or property damage incident within 24hrs
- ◆ Failure to report unsafe condition (incl choking a trailer)
- ◆ Improper ascending/ descending of stairs
- ◆ Failure to meet follow-up appointments or follow medical restrictions
- ◆ Using Tools improperly (using a knife blade to loosen a screw)
- ◆ Improper use of tools or equipment (forklift mast not lowered)



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## MAJOR VIOLATION

An identified unsafe act or action by a team member that has the potential for serious injury to self or others, or cause significant damage to product or equipment.

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## Examples:

- ◆ Failure to utilize adequate protective devices when working in high risk areas:
  - Electrical protective equipment
  - Hazardous chemical protective equipment
  - Fall protection
- ◆ Failure to comply with Lock-out/ Tag-out
- ◆ Removing or bypassing safety devices (machine guards, etc)
- ◆ Placing body parts in or near equipment while equipment is running
- ◆ Entering a confined space without authorization
- ◆ Blocking Emergency Exits
- ◆ Falsification of any safety records
- ◆ Unsafe use of equipment (riding forklift with body part exposed, etc)

# Safety Accountability



So what happens if I have a violation??

Performance Accountability



# Safety Accountability



# Performance Accountability

A Minor violation will result in note to file.

A Serious violation will result in documented counseling.

A Major violation will result in two steps of discipline up to and including termination.

Note: Multiple minor violations will result in progressive discipline





# Safety Accountability



# Back-to-School





# Safety Accountability



## SAFETY SCHOOL

"A program designed to coach and teach employees to work safely".

# Safety Accountability



## The Purpose

- ◆ Coach to improve safety awareness.
- ◆ Educate about potential hazards.
- ◆ Change at risk behavior.
- ◆ Create a safe work environment.



# Safety Accountability



## Safety School

- ◆ Immediate enrollment into Safety School will be required when:
  - One major violation occurs.
  - One serious violation occurs.
  - Two minor violations occur within a 12-month time frame.
  - Any recordable incident



# Safety Accountability



## Course content may include:

- ◆ Review site injury statistics (historical data, safety plan, trends etc.).
- ◆ Share incident with teams to increase awareness.
- ◆ Present a safety topic.
- ◆ Participate in safety audits.
- ◆ Complete safety work-orders.
- ◆ Report out to Lead Team upon completion.



# Safety Accountability



But I didn't want to seem a fool, Or argue over a safety rule. I knew he'd done the job before, If I called it wrong, he might get sore.

The chances didn't seem that bad, I've done the same, He knew I had. So I shook my head and walked on by, He knew the risks as well as I. He took the chance, I closed my eyes, and with the act, I let him die. I could of saved a life that day, but I chose to look the other way.

Now every time I see his wife, I'll know, I should have saved his life. That guilt is something I must bear, But it isn't something you need share.

If you see a risk that others take, That puts their health or life at stake, The question asked, or thing you say, Could help them live another day.

If you see a risk and walk away, Then hope you never have to say, I could have saved a life that day, But I chose to look the other way.



# Safety Accountability



In order for us to continue to improve our safety performance, it is going to take the engagement of everyone.

Let's all work together to ensure  
**“NO ONE GETS HURT”**



# Safety Accountability



# SAFETY

IT'S YOUR  
RESPONSIBILITY.



“No One Gets Hurt”

# ERGONOMICS TRAINING



# What is "Ergonomics?"

Ergonomics means "the study of the laws of work."

By taking into consideration...

- ◆ how people differ in shapes and sizes
- ◆ physical and mental demands on an individual vs. their limits
- ◆ how people will predictably behave in a given situation

...workstations and tasks can be designed to fit the worker instead of making the worker fit the work.

# What happens if there is a “bad fit”?

A bad fit between the worker and the job can lead to the development of Cumulative Trauma Disorders (CTDs)

- Cumulative - Gradual development of an injury from repeated stress over time (may be as short as several hours or as long as several years).
- Trauma - Injury to soft tissue from mechanical stress.
- Disorder - An abnormal condition or physical problem that has developed.

(Ex.: Tendonitis, Trigger Finger, Carpal Tunnel Syndrome, Ganglion Cysts)

# What are some of the warning signs that a CTD may be present?

## PHYSICAL SIGNS:

- Numbness / Tingling
- Loss of grip strength
- Hands falling asleep at night
- **Pain / Soreness**
- Stiffness
- Cramping
- Swelling
- **Restricted movement**
- Locked fingers

## BEHAVIORAL SIGNS:

- Rubbing sore areas
- Soaking & shaking hands
- Sudden hand motions
- Favoring muscles
- Altered work methods / tools
- Use of splints or wraps
- Makeshift padding
- Dropping objects

# What should you do if physical or behavioral warning signs exist?

- ◆ When these early warning signs go untreated, the employee may be faced with permanent damage and/or require surgery. But, with early recognition and intervention, these physical conditions can generally be reversed! So,

## **INTERVENE!!**

- ◆ Get the proper people involved so the medical condition can be properly assessed by qualified medical personnel.
- ◆ Get the proper people involved so that the risk factors can be evaluated and changed for the better.

# What are the Ergonomics risk factors?

There are 3 basic risk factors that can significantly impact the development of CTD's:

- Environment-related
- People-related
- Job-related

# People-related risk factors:

Differences in people and the way people work may affect the potential development of a CTD:

- body dimensions, strength, endurance, and fitness
- methods used to perform a task
- non-occupational predisposing factors, such as pregnancy, arthritis, diabetes, birth defects, or prior injuries.

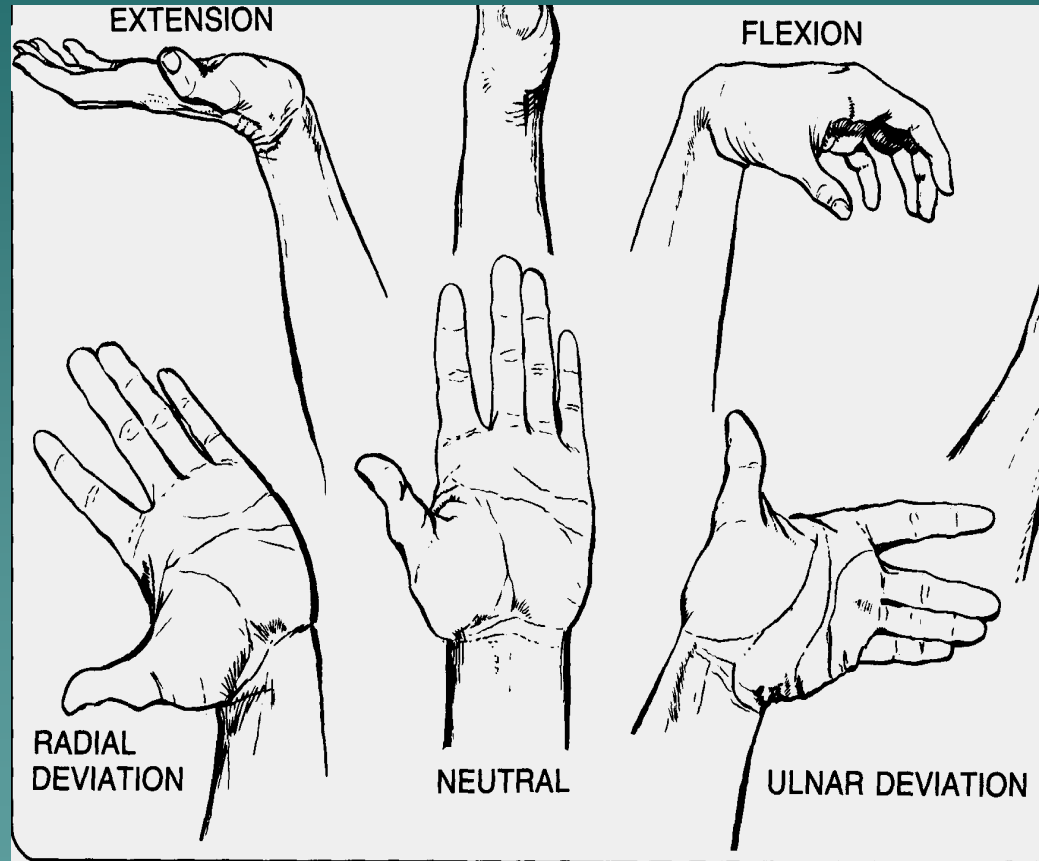


# Job-related risk factors

- ◆ Repetition - The more repetitive the task, the greater the risk due to more frequent muscle contractions, joint movements and muscle effort and less time for recovery.
- ◆ Posture - Awkward postures can cause body stress and injury by overloading the muscles or loading the joints unevenly.
- ◆ Force - Jobs requiring greater force take more muscular effort in a concentrated part of the body. This can result in decreased circulation to the muscles and lead to muscle fatigue.

# Job-related risk factors

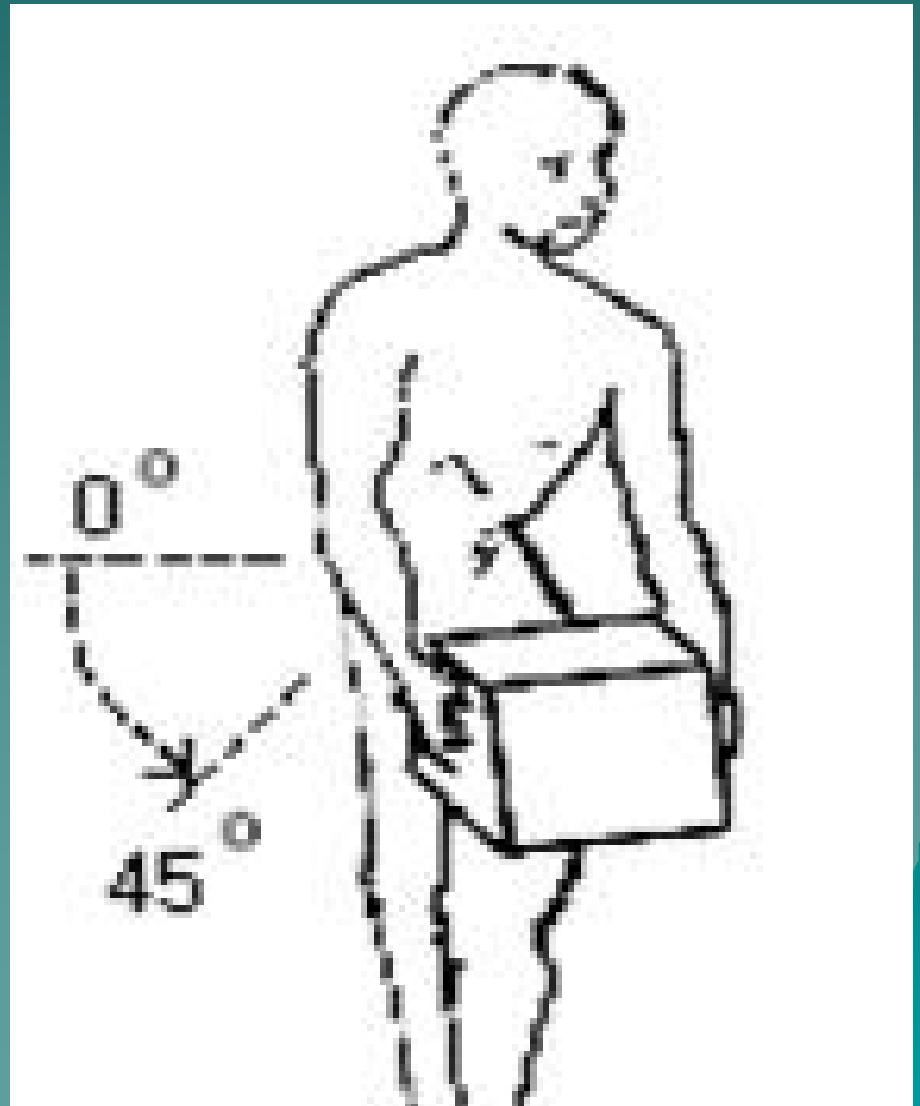
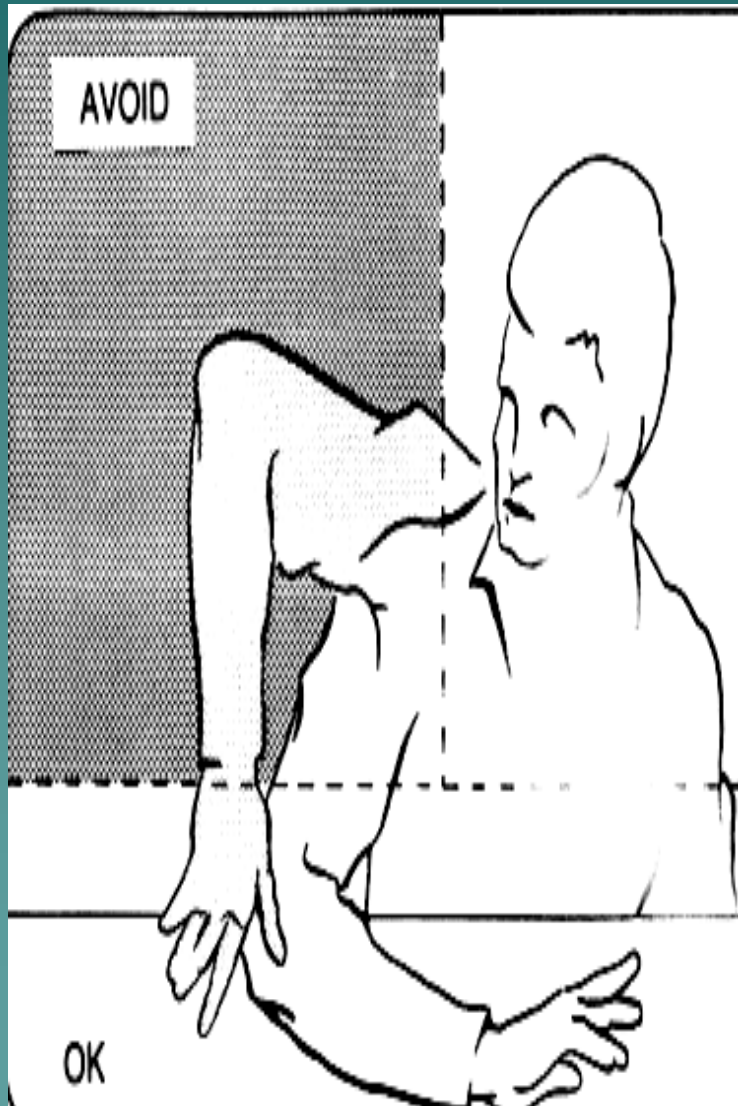
- ◆ Posture - Awkward postures can cause body stress and injury by overloading the muscles or loading the joints unevenly.



# Awkward Postures



# Awkward Postures



# What is our goal?

**Our goal is to minimize the risk factors as much as possible to lower the chances of an employee developing a CTD.**

# How we will reach the goal...

## PREVENTION:

- ◆ S-T-R-E-T-C-H!

## TREATMENT:

- ◆ Report and treat symptoms early.

# Other Guidelines for Stretching:

- ◆ For best results, stretch before, during, and after work or exercise.
- ◆ Always move slowly into the stretch position.
- ◆ Concentrate on the muscles being stretched.
- ◆ Stretch to the point that you feel tension but not pain.
- ◆ Do not hold your breath.
- ◆ Do not bounce when holding a stretch.
- ◆ Hold each stretch for 10-12 seconds.
- ◆ Repeat each stretch 3-5 times.

# Safe Handling Techniques

- ◆ **Mental Superglue:**
  - Mentally glue your free hand to your side for one handed work.
  - Mentally glue your elbows in to your side for two handed work.

# Report and Treat Symptoms Early

**Early reporting is essential!**

- ◆ Report any early warning signs/symptoms, no matter how insignificant you think the are, immediately to your Resource. This way you can receive proper medical attention as soon as possible.
- ◆ Your resource can help you make an appointment with our on-site nurse, Annabelle Geloneck.
- ◆ Remember, Annabelle may be able to help with your non-work related aches and pains, too.

# Safety Rules for Early Reporting

- ◆ Because early intervention is so important, our safety rules require every employee to report injuries or symptoms associated with an occupational illness within 24-hours of on-set. Because a delay in reporting may put you at greater risk, waiting longer than 24-hours to report must be treated as an unsafe act.
- ◆ If the injury or illness is reported within 24-hours of on-set and has not occurred as the result of an unsafe act, there is no penalty associated with telling your Resource about symptoms you may be experiencing.

# Wrap-Up

Now that you should understand...

- ◆ the definition of Ergonomics,
- ◆ warning signs of the development of CTD's,
- ◆ risk factors associated with the development of CTD's,
- ◆ how Stretching and MoveSmart Techniques can help us minimize CTDs
- ◆ how early reporting can ensure the best medical treatment for a CTD.

NOW, we will take a quiz to check for understanding.