

OSC 10
Ohio Safety Congress & Expo

**Human resources & safety:
Developing your safety
program essentials, Part two
246**

Susan Stocker

Thursday, April 1, 2010 3:30 to 4:30 p.m.



**Human Resources
And Safety**

Do it all.
Do it well!
Developing your safety program

Presenters

- Susan Stocker, PHR
 - Human Resources Manager for Parking Solutions Inc.
 - stockers@parkingsolutionsinc.com
- John Malaby
 - Safety Manager for Plastic Suppliers Inc
 - malaby@plasticsuppliers.com

Disclaimer

- This presentation is not an endorsement of any agency or company
- This presentation is based solely on our personal experiences

Agenda

- How do I know what I don't know?
- What elements must be part of my program?
- How do I prioritize to get things done?
- How do I utilized internal & external resources?
- How do I run a program on a shoestring budget?

Processes

- Step #1
– Educate Yourself
- Step #2
– Develop a Plan



PLAN FIRST!

STEP #3

- RESOURCES-INTERNAL
- Y-O-U know your staff: who has talents, is available and willing to help?
 - Admin support? Typing, meeting org., copying, filing
 - Subject Matter Experts (SME)
 - Trainers: use those that have 1st hand experience; provide materials, documentation and support

Internal Resources

- Safety Committee: management & hourly
- Safety Assistants: front-line EE's
 - Eyes & ears; audits; inspections; training
- Look for those with excellent communication skills and credibility



Training

- Make sessions available, convenient, mandatory
 - Hold multiple if needed to accommodate
- Make relevant: not all topics pertain to all employees
- Use departmental meetings
- Tool box talks; lunch and learns
- Make fun...incentivize attendance



Training

- Request session feedback of effectiveness, relevance, ask for suggestions
- Reminders of safety: posters, newsletters, brochures. In your face reminders.



Training Grid

REGULATED SAFETY TRAINING		MONTHS											
		1	2	3	4	5	6	7	8	9	10	11	12
1. Personal Safety	2. Fall Protection												
3. Bloodborne Pathogens	4. Hazardous Waste												
5. Confined Space Entry	6. Lifting Techniques												
7. Lockout/Tagout	8. Electrical Safety												
9. First Aid/CPR/AED	10. Fire Safety												
11. OSHA 10/30	12. Safety Orientation												
13. Fall Protection	14. Bloodborne Pathogens												
15. Confined Space Entry	16. Lifting Techniques												
17. Lockout/Tagout	18. Electrical Safety												
19. First Aid/CPR/AED	20. Fire Safety												
21. OSHA 10/30	22. Safety Orientation												

1. Personal Safety 2. Fall Protection 3. Bloodborne Pathogens 4. Hazardous Waste 5. Confined Space Entry
 6. Lifting Techniques 7. Lockout/Tagout 8. Electrical Safety 9. Fire Safety 10. OSHA 10/30
 11. First Aid/CPR/AED 12. Safety Orientation 13. Fall Protection 14. Bloodborne Pathogens 15. Confined Space Entry
 16. Lifting Techniques 17. Lockout/Tagout 18. Electrical Safety 19. First Aid/CPR/AED 20. Fire Safety
 21. OSHA 10/30 22. Safety Orientation

Radical Thought

- Empower your EMPLOYEES
 - Required to participate in training, audits and investigations
 - Required to adhere to safety policies
 - Required to report incidents, accidents, and near-misses
 - Take ownership of job and work area
 - Watch co-workers
 - Evaluated on safety performance individually

NEXT STEP

- You are educated
- You have a plan
- You have internal resources available

- STEP #4 External Resources

EXTERNAL RESOURCES

- Make a list of potential resources.
 - MCO Safety Services
 - TPA Safety Services
 - Insurance Carriers: audits, compliance info
 - Fire Department

External Resources

- BWC SAFETY & HYGIENE
**** FREE **** services!!!!
 - On-site audits
 - On-site consultations
 - Free training classes
 - Free training materials
 - Assistance with W/C programs and grants
 - Free monitoring (air, hearing, etc)

BWC S&H Cont'd

- On-line BWC learning center
 - Training location & hours
 - One-hour safety presentations
 - Web-based training
 - Training materials

VENDORS

- Yes-VENDORS!
 - Ask what they can do for you

 - Examples:
 - Free training on compressed gases
 - Free training on multi-gas monitors
 - Free evaluation of your PPE
 - Discounted first aid/CPR/AED training

Other Resources

- Safety Council (national or local)
 - Training
 - Networking
 - Discounts
- BWC Safety Congress
- Safety Consulting Companies
- OSHA VPP



Other Resources

- SHRM MEMBERS...
 - HR Disciplines
 - Safety & Security
 - Safety topics, articles, e-mail news
- Other Memberships
 - NAM, OMA, Industry associations
- Google searches: Universities have every safety policy available!
- Public libraries

Other Resources

- www.safetypages.com
- Subscriptions
- www.workplacemagazine.com
 - Complianceregs.com
 - Forms, checklists, msds, regs, e-mail reports
- www.osha.gov
- www.hhs.gov
- www.nfpa.org
- www.ohsonline.com
 - Occupational Health and Safety News
- www.blr.com
 - Business & Legal Reports
- www.jikeller.com
- <http://ehstoday.com>
 - Formerly Occupational Hazards

On A Shoestring

- BWC Safety Grants
 - Safety in the workplace
 - Drug-free workplace
- Training scholarships
 - CASC training \$\$
- Vendor freebees!

W/C Claims Mgmt

- Contract w/ local health care provider
 - Open dialogues; site visit; clear expectations
 - Confidence that injured workers get immediate and appropriate attention
 - Communication on return to work
 - Make sure they know your business plan and RTW opportunities
 - Light duty/modified duty

Questions?

