

MAJOR ELEMENTS OF AN EFFECTIVE SAFETY PROGRAM

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Safety, like any other management function, has key elements that need to be followed in order for the program to be successful in helping a company achieve its Corporate Mission. Too often, however, companies do not have an understanding of the importance of each of the elements of a Safety Program. Many companies have pieces and parts but not all of the necessary elements.

When we talk about a Safety Program we must always consider what it is that we want to achieve from our efforts. A Safety Program should contribute directly to a company's ability to Be Successful, Grow and Make a Profit. It does this by protecting a company's most vital assets.

These include:

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| * Employees | * Property | * Equipment |
| * Production/Sales Capability | * Financial Strength | * Good Company Name |

By doing so, a Safety Program has more value to a company than one that is intended to simply help comply with OSHA. Complying with OSHA should be a desired result, but should not be the sole reason for having a Safety Program. Companies that understand this, also understand the importance of having a comprehensive program instead of pieces and parts. It is hard to get excited about OSHA compliance, but it is much easier when there is a clear quantifiable return on the investment and efforts made.

Over the years, I have reviewed many different types of Safety Programs and the elements that make up the programs. As a result, I have come to the strong belief that the following elements are critical parts of an effective Safety Program:

- * Senior Management Support and Direction
- * Annual Plan
- * Established Goals and Objectives
- * Understanding Why Employees Behave the Way They Do
- * Provide Proper Tools and Equipment
- * Safe Job Procedures
- * Proper and Thorough Safety Training
- * Reinforcement, follow-up and enforcement.
- * Formal Safety Inspections and Corrections of Problems
- * Accountability and Responsibility Clearly Outlined and Measured
- * Annual Review and Update

Each of the above elements play an important part and contributes to the success of a Safety Program. Does it take some work and effort to implement? Yes, but this effort will pay off significantly over the long haul. If your Safety Program doesn't have all of these elements, set up a plan to incorporate the missing elements over a period of time. Rome wasn't built in a day and neither is a comprehensive Safety Program. Once in place, however, the Safety Program will be much more effective and help your company achieve your Corporate Mission.

If you have any questions or need any assistance with your company's Safety Program, please give me a call at 1-800-356-1274.