



# From None to Fun!

## Employee Involvement

**Cindy Lewis, Director**  
OSHA Challenge Administrator  
Gulf Coast Safety Institute

# Course Objectives

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- At the completion of this session the attendees will be able to:
  - describe the requirements for Employee Involvement in the Challenge Program and VPP.
  - explain how other companies have started to involve employees in their safety and health programs.



**Employee Involvement  
Challenge / VPP Expectations**

# The Basics

- Must have a minimum of three (3) meaningful and constructive ways in which employees can be involved in the safety and health management system.
- Must have a way that employees can report a hazard – including an anonymous way.



AN OSHA COOPERATIVE PROGRAM



# Examples of Employee Involvement

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- Audits
- Accident/incident investigations
- Self-inspections
- Suggestion programs
- Planning
- Training
- Job hazard analyses
- Safety and health committees and teams.

# Remember!

- Employees must be trained for the task(s) they will perform. For example, they must be trained in hazard recognition to participate in self-inspections.
- Employees must receive feedback on any suggestions, ideas, reports of hazards, etc. that they bring to management's attention. Documented evidence must be provided that employees' suggestions were followed up and implemented when appropriate and feasible.

# Employee Involvement

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- Also includes:
  - All employees, including new hires, must be notified about participation in VPP and employees' rights (such as the right to file a complaint) under the OSH Act. Orientation training curriculum must include this information.
  - Employees and contractors must demonstrate an understanding of and be able to describe the fundamental principles of VPP.

# Documentation

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- Safety and health committee minutes, if applicable.
- Self-inspection forms and records, accident investigations, hazard analyses, and employee reports of hazards.
- Documents attesting to union support, if applicable.



# **SAFETY INCENTIVES VS REWARDS & RECOGNITION**

What's the difference?

Why does it matter?





# Employee Involvement Examples

# National Safety Month

## Aim for Safety – Bean Bag Toss Tournament



Thirty-Two teams competed in the National Safety Month Aim for Safety Bean Bag Toss tournament. Each round teams has an entry fee of weekly Safety and Voluntary Protection Program criteria that must be met before tournament play.



A **PACCAR** COMPANY



**Denton Plant**

# Univar-ChemCare

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- Best Practices:
  - Safety Bucks program
  - Monthly Incentive
  - Employee Led Training

# Safety Bucks Program

## Detail:

Employees can **earn** Safety Bucks by performing the following safe behaviors:

100% Quality on JSA Audits	\$25
Self Inspections	\$25
Participation in the monthly safety incentive.	\$25
Winner of the monthly safety incentive	\$50
Attending Company safety meeting/training	\$50
Attending Company safety meeting/training on time	\$25
Performing a quality area safety audit	\$50
Each 5 - 15 minute presentation at a safety meeting	\$150
Customer compliment sent in by Customer	\$200
Scoring a perfect job audit internally or third party	\$500
Safety suggestion/hazard concern reviewed by VPPSC	per VPPSC
Management Discretion	mgmt

Employees can **lose** Safety Bucks by performing the following unsafe behaviors.

Safety Violation	up to \$100 based on severity
Not attending a safety meeting/training	\$150/Meeting/training
IDLH Safety Violation (EX: improper storage of respirator)	up to \$500 based on severity
Management Discretion	mgmt

# Safety Bucks



Monthly Incentive	PPE Inspect	JSA Audit	Site Self Inspect	VPPSC Meet	Attend Safety/Training Meeting	Customer Compliment	Perform Safety Audit	Presentation	Perfect Job Audit	Safety Suggestion	Mgmt Disc.	Total
75	25		25		375	200					100	825



Auction Ended: **August 02, 2013 05:00 PM CDT**

All Items: Displaying 61 - 80 of 61 items

← Previous 1 2 3 4 Next →

		Bid	Value
		Wilson Ultra Complete Golf Package Set	1 Bid \$800.00 SOLD \$200.00

# Monthly Incentive Topics



- Jan 2014 - Safety Word Puzzle
- Feb 2014 – Safety Bingo/VPP Questions.
- Mar 2014 - VPP Word Puzzle
- Apr 2014 - Safety BINGO/ What does VPP mean to you?
- May 2014 – Shooting for the Star Word Puzzle/Perception survey
- Jun 2014 - Why I work Safe calendar 2015
- Jul 2014 - Summer Safety word solve
- Aug 2014 – Why I choose to work safe Poster.

# Employee Led Training

## Training Topics

M. Victor	Emergency Preparedness and response	In Iowa
Q. Hughes	Contractor Oversight	In Iowa
T. Grubbs	Management Leadership	Aug 2
A. Porro	Elements of VPP	Aug 5
T. Henry	Hazard Reporting System	Aug 9
A. Henley	Sample Pulling	Aug 12
N. Alfaro	Self Inspections	Aug 16
T. Richardson	Employee involvement plan	Aug 19
T. Porro	Lab Packing	Aug 23
T. Grubbs	Contractor Oversight	Aug 26
V. Gil	Hazard Prevention	Aug 1 – 30



AN OSHA COOPERATIVE PROGRAM

# Employee Lead Training

Employee Engagement



# L&M Technologies – JSC NASA

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- Best Practices:
  - Eagle Eye Safety Team
  - Forklift Safety Awareness Day
  - Vehicle Driver Program

# Eagle Eye Functions

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- Maintain log books in all Logistics areas for employees to report concerns
- Work with Management to help get Safety issues/concerns resolved
- Annual safety inspection of all Logistics Operations buildings
- Participate in JSC Safety Fairs
- Alternate member to JSC Safety & Health Action Team (JSAT)
- Support Employee Recognition Program

# Annual Event - Forklifts

## 3rd Annual Forklift Safety Awareness Day

**Drivers:** Safe Obstacle course competition

**Non Drivers:** Forklift driver quiz

**All:** Free blood pressure screenings and Wellness information



**Date:** Wednesday, February 20, 2013

**Time:** 8:00 a.m. - 12:00 p.m.

**Place:** Building 336



# Licensed Driver Events

## Operator Events:

### Obstacle Course

Place cone with a ball on the forks, if the ball drops, driver must shut down forklift, get off and reposition the ball and continue.



### Basketball Shoot

Use a stand up forklift to place the basketball on the forks and drop the ball into the elevated waste basket.



### Basketball Lift

Use the sit-down forklift, place the basketball on a pallet with an upside down wastebasket and place the pallet on a warehouse rack.



### Forklift Relay

Using the manual hand jack and sit down diesel, move objects from one stop to the next.

# Licensed Driver Events



# Licensed Driver Events



# Non Driver Events

## Non-Operator Events

Quizzes were designed to heighten warehouse safety awareness, give non-operators a better understanding of what forklift operations involved, and to give non-operators tools to assist with making forklift operations safer and more efficient. Quizzes included the forklift operator exam.



# Vehicle Drivers' Safety

## Training Target Areas

### Toolbox Talks

- All departments focused on driving safety topics: hand signals, awareness, etc...

### Transportation Manual

- Team reviewed the Transportation Driving Manual

### GSA Driving Tips

- A summary of the GSA document was reviewed

### Signed Agreement

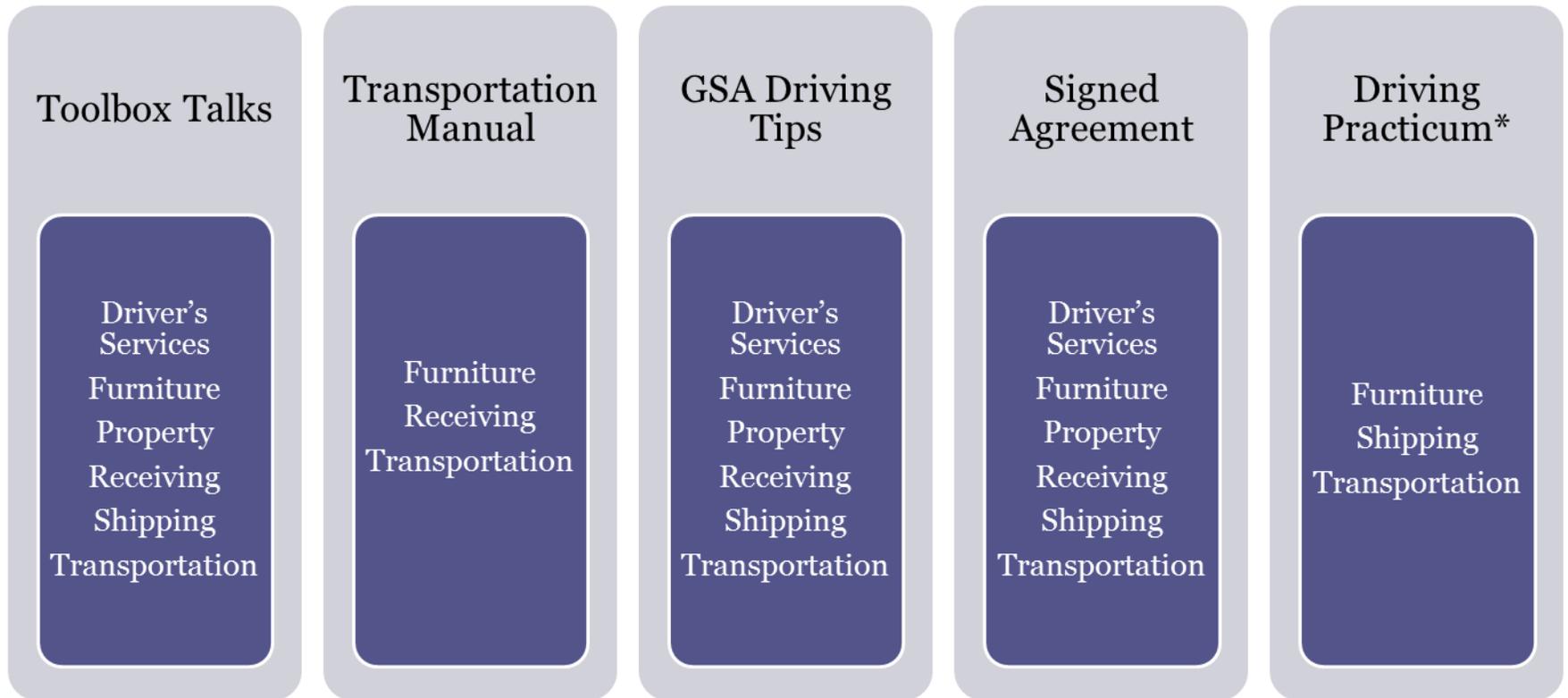
- All drivers signed the Driver's Refresher Training Agreement

### Driving Practicum

- Drivers & Helpers were observed in action while Observers rated their performance

# Driver's Safety Awareness Event

## Streamlined efforts



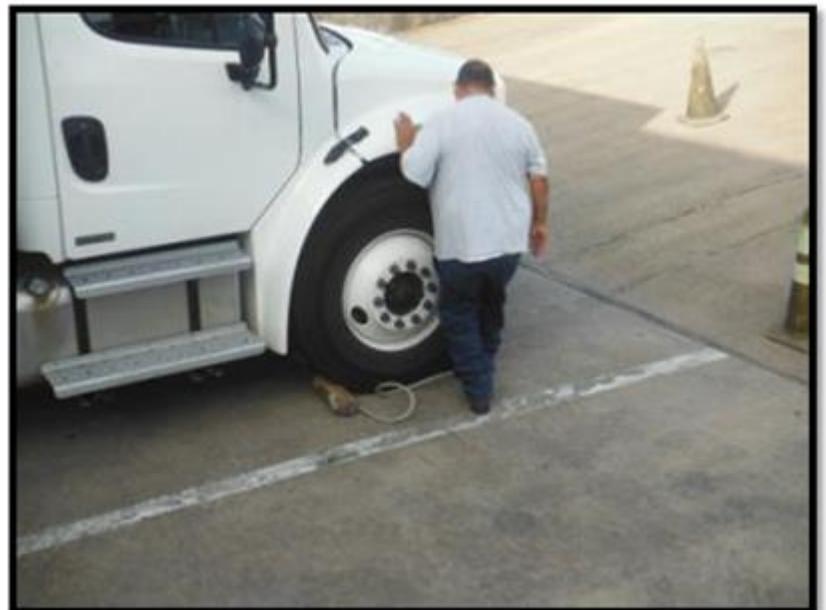
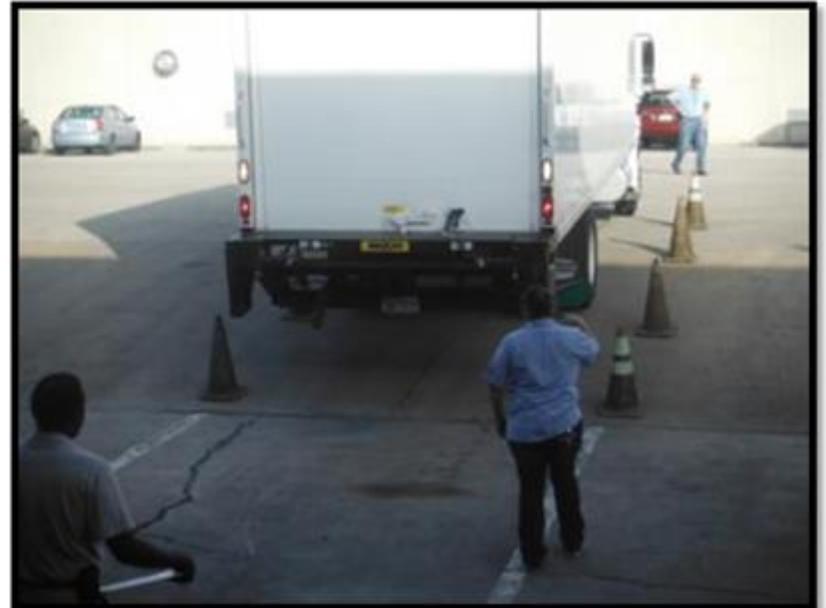
\*Practicum only included Drivers that drive into/out of dock wells.

# Practicum Exercise

- A narrow path of cones was placed in front of the loading dock.
- Vehicles were required to back up to the dock without touching the cones.
- The Helper was required to guide the Driver successfully into the dock area and then pull away from the dock.



# All vehicles were utilized



# Shermco Industries

- Best Practices:
  - Safety & Health Points Program



**Shermco Industries**  
**One Line. One Company.**

# Safety & Health Points Program

- Incentive program to reward employees for being safe
- May submit the following entries
  - Conducting EHS Audits
  - VEST or VPP Question of the Month
  - STEAM Picture of the Month
  - Unsafe Acts/Hazards
  - I Saw Something Safe
  - Identified in I Saw Something Safe
  - Safety Team Attendance (EHS Committee; EHS Steering Committee; VEST, STEAM or VPP Team
  - Submit Safe or Unsafe Photo with Description
  - Safety Suggestions
  - EHS Training Topic Suggestions
  - EHS Training/Meeting Summary
  - EHS Meeting Presentation
  - Attending the Health Fair or Wellness Event
  - Take a Flu Shot



# Safety & Health Points Program

- Entries are approved or not approved
- If approved employees receive points
- The top 28 employees with the highest points receive a cash reward
- Individual and departmental points chart showing participation
- Manager and employee points can be pulled from our Company intranet Shermco YOU!
- Winners and departmental participation is displayed on the intranet, emailed to all employees and discussed in EHS Committee Manager's meetings
- Managers are held responsible for low participation within their department
- Recognition for department with highest participation in corporate EHS Committee managers meetings

# CNH

- Best Practices
  - Safety is Sweet
  - Safety Knowledge Check
  - Risk Assessment Checks
  - Haunted Warehouse
  - PPE Fashion Show



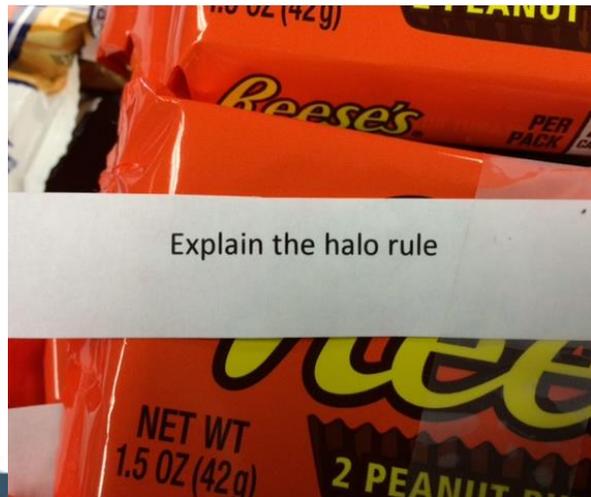
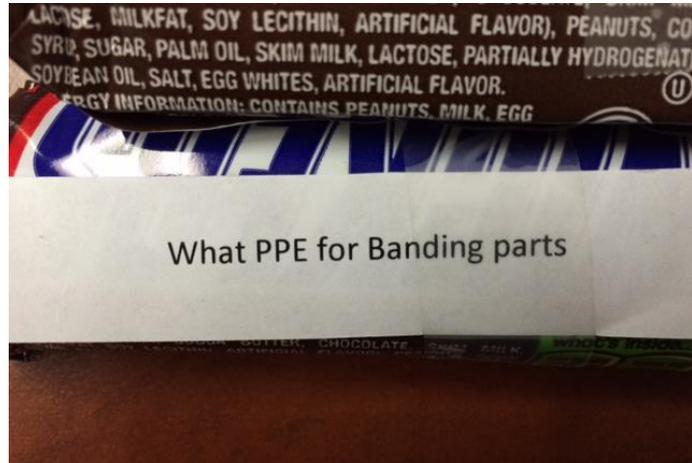
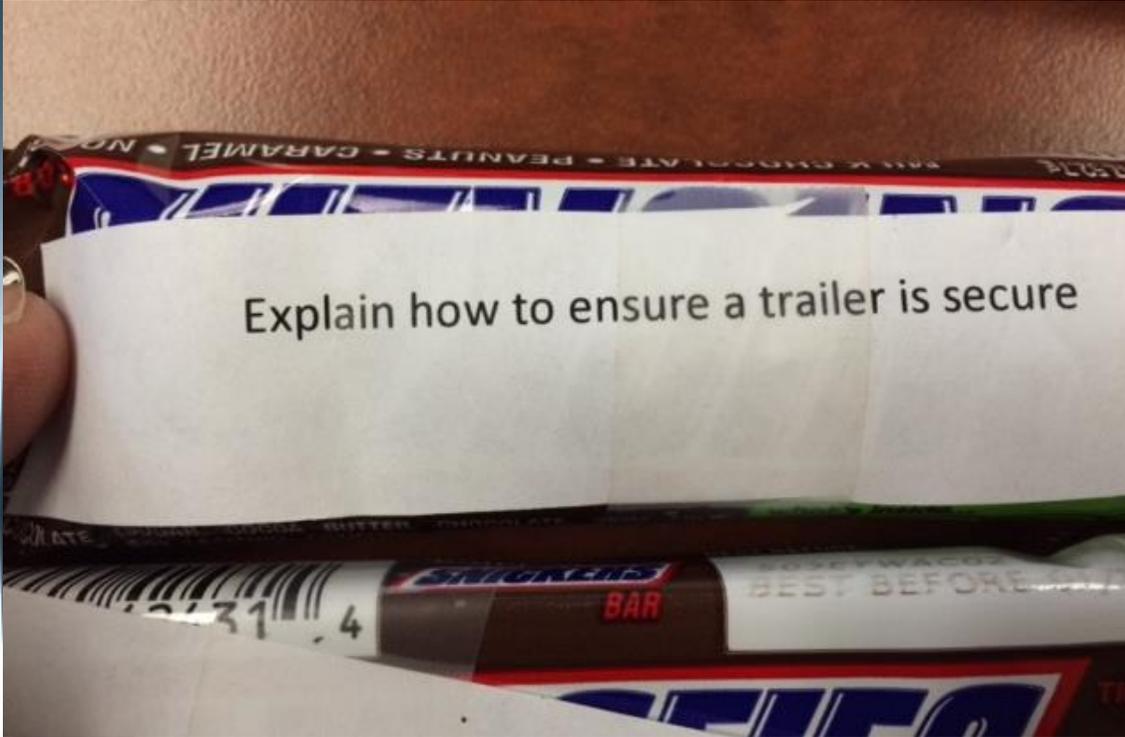
**PARTS  
& SERVICE**

# Philosophy

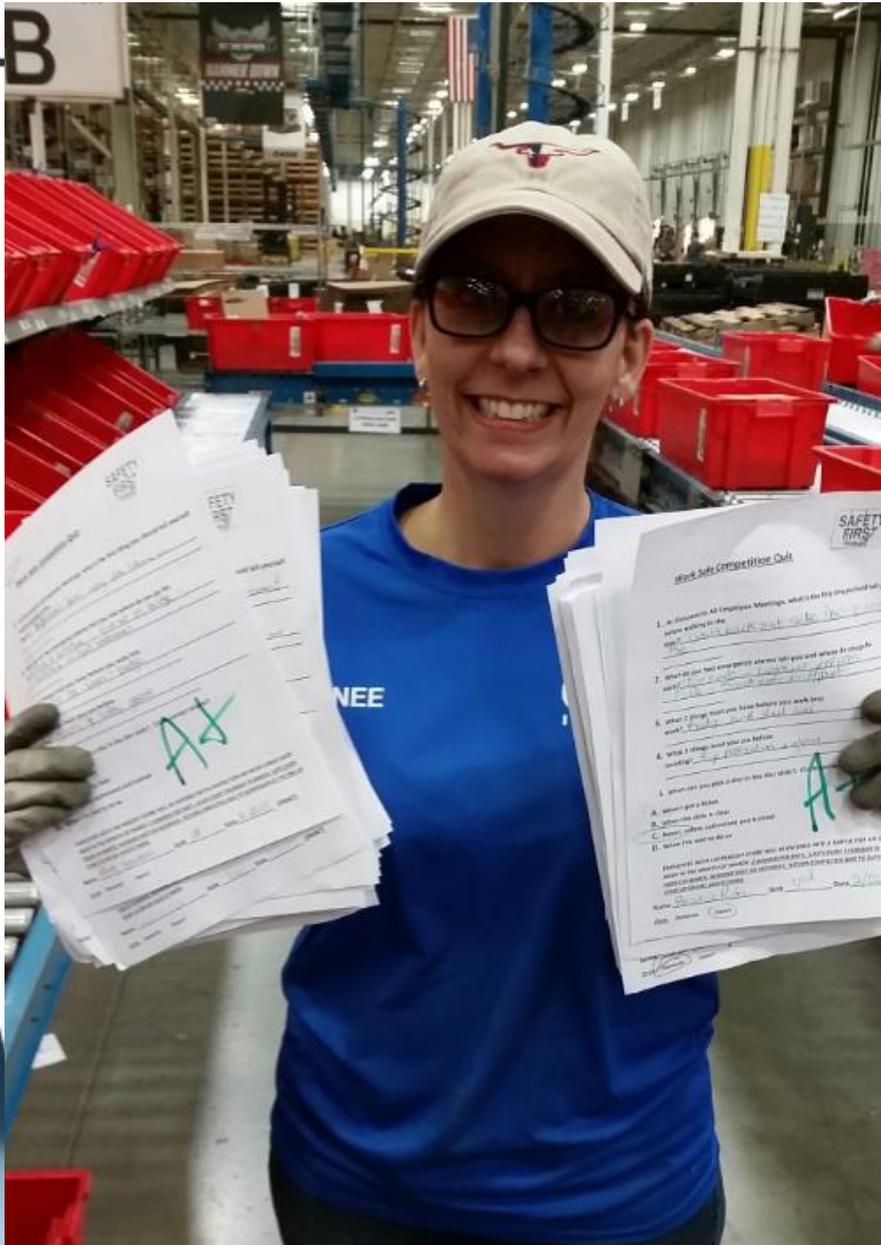
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- Employees must be the foundation of the program.
- Numerous benefits for employees at all levels participating in the safety program:
  - I'm the one exposed to the risk, let me identify it.
  - Ask me don't tell me.
  - More satisfied and more productive.

# “Safety is SWEET” ACTIVITY



# Safety Knowledge Quiz



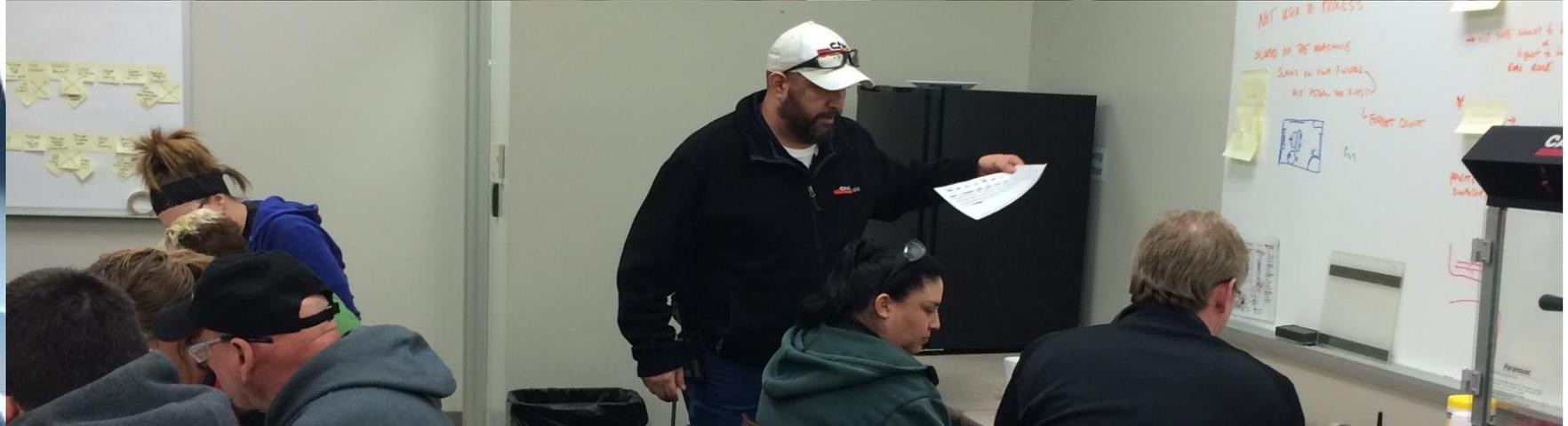
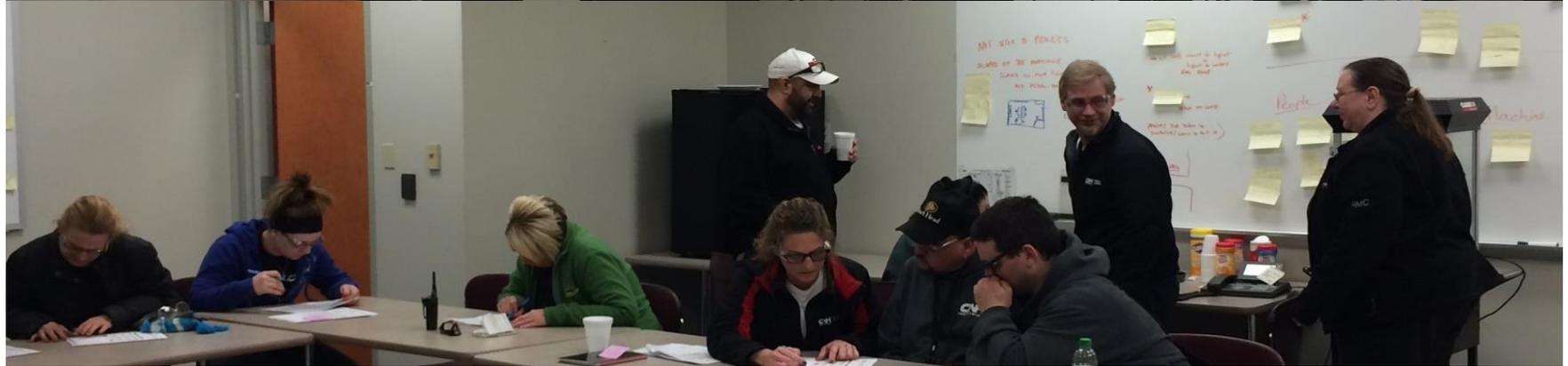
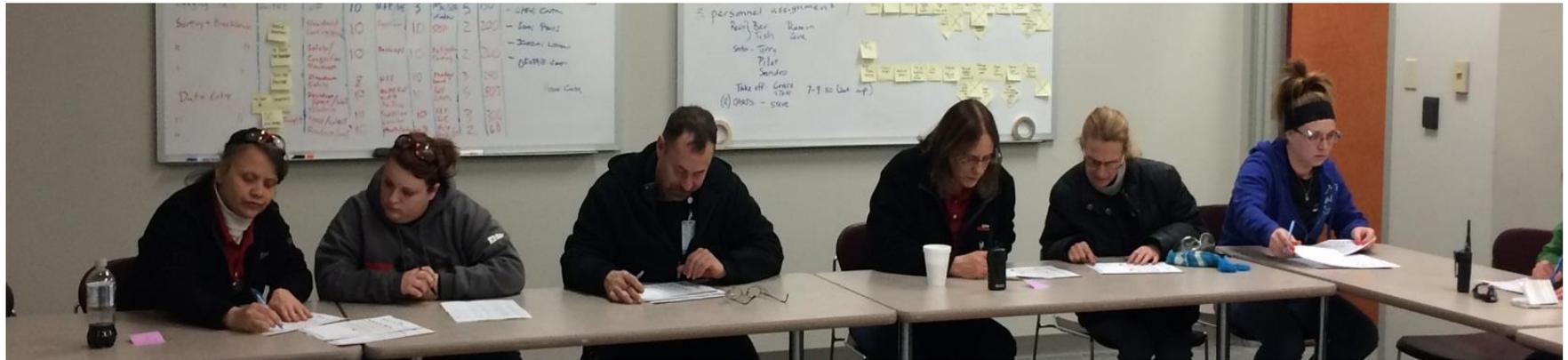
**Work Safe Competition Quiz**

**SAFETY FIRST**

1. As discussed in All Employee Meetings, what is the first thing you should tell yourself before walking in the door?  
\_\_\_\_\_
2. What do our two emergency alarms tell you and where do you go for each?  
\_\_\_\_\_
3. What 2 things must you have before you walk into work?  
\_\_\_\_\_
4. What 2 things must you use before banding?  
\_\_\_\_\_
5. When can you pick a disc in the disc aisle?  
A. When I get a ticket  
B. When the aisle is clear  
C. Never, unless authorized and trained  
D. When I'm told to do so

**A+**

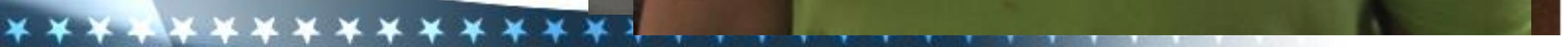
# Risk Assessment Review



# Haunted Warehouse

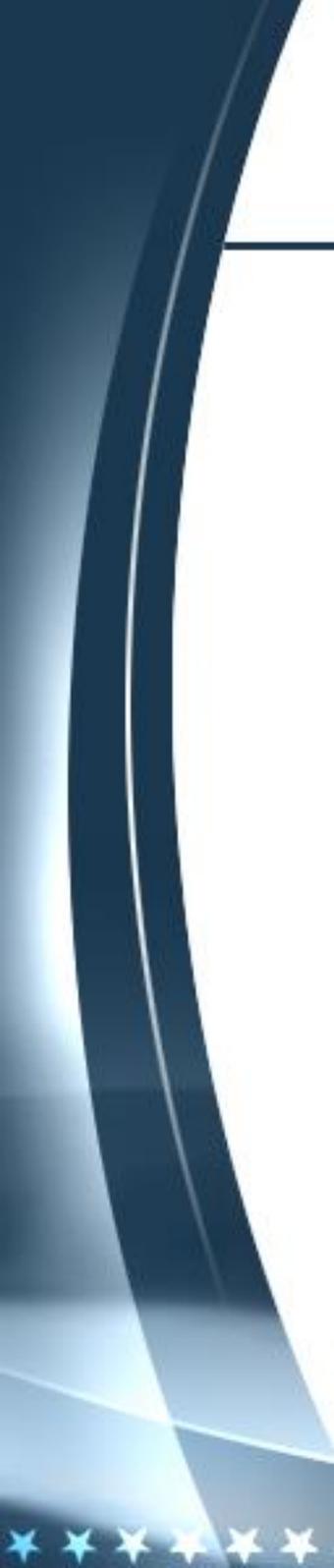


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# PPE Fashion Show





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**Questions ???**

