

Writing a Safety Plan

- Andrew Zeitler-Sandia National Labs

Why do I need a Safety Plan?

- Currently 24 states require written safety plans for specific workplace activities
- Many organizations have implemented Safety and Health Plans to increase productivity, reduce work-related injuries and ultimately save \$\$\$

Key Elements of a Safety Plan

- OSHA Management Responsibilities
- Hazard Analysis, Hazard Identification, risk Assessment, and control measures
- Emergency and Accident response
- Training, consultation and Communication
- Recordkeeping

Management Responsibilities

- What are managements responsibilities?
 - Each employer shall provide a place of employment free from recognized hazards that are causing or are likely to cause death or serious harm to employees”
 - Does this look familiar? General Duty Clause

Management Responsibilities

- Development and Adoption of Standards

Management Responsibilities

- Keeping Employees Informed
 - Bulletins and Postings
 - Safety Briefings
 - Changes to regulations is key here

Management Responsibilities

- Workplace inspections
 - Have a documented workplace inspection process.
 - Have the inspection team trained in the identification of hazards

Management Responsibilities

- Identification of key personnel and their responsibilities related to project
 - Project Manager
 - Superintendant
 - Safety Professional

Management Responsibilities

- Example:
 - Safety Professional: Andrew Zeitler
 - Masters Degree in Environmental Health and Safety (April 2003)
 - OSHA 500 Trained (2/08/2012)
 - Competent Person:
 - Trench/Excavation
 - Scaffold
 - HAZWOPER Certified ((6/10/2010)
 - Certified Mobile Crane Inspector (9/15/09)

Management Responsibilities

- Example
- Responsibilities include:
 - Daily safety field inspection of project #####
 - Site orientation training (documentation)
 - Accident investigation
 - Standard and Regulation interpretation
 - Enforcement of Safety and Health regulations
 - Daily scaffold inspections

Hazard Analysis, Hazard Identification, risk Assessment, and control measures

- There are many ways to document the identification and control of hazards
 - JHA
 - ISMS

Hazard Analysis, Hazard Identification, risk Assessment, and control measures

- ISMS
 - Plan work
 - Identify hazard
 - Identify control
 - Work
 - Feedback and improve

Hazard Analysis, Hazard Identification, risk Assessment, and control measures

- Plan work
 - What are you doing?
 - Where will the work be performed?
 - Who will be doing the work?

Hazard Analysis, Hazard Identification, risk Assessment, and control measures

- Identify Hazards
 - Hazards associated with the activity
 - Include all of the ES&H community
 - Include the folks who will be performing the work

Hazard Analysis, Hazard Identification, risk Assessment, and control measures

- Identify all hazards associated with the task
- Include field personnel
- Make sure mitigations can be accomplished

Hazard Analysis, Hazard Identification, risk Assessment, and control measures

- Perform work
 - Didn't think you would get here, did you?

Hazard Analysis, Hazard Identification, risk Assessment, and control measures

- Feedback and Improve
 - This may be the most important step
 - Something may have been missing in the original plan.....listen to the workers.....and respond accordingly

JHA

- And by any other name
 - Job hazard analysis
 - Job Safety & Health Analysis
 - Activity Hazard Analysis
 - The concept is similar.....

Emergency and Accident response

- What do YOU do in an event of an emergency?
 - Injury
 - Evacuation (muster points)
 - Weather consideration
 - Fire

Emergency and Accident response

- Injury
 - Who to call
 - What to do
 - Who is trained (first aid, AED)
 - Documentation
 - Customer consideration

Emergency and Accident response

- Evacuation
 - Muster Point
 - Accountability
 - notifications

Emergency and Accident response

- Weather considerations
 - Lightning
 - Heat/Cold

Emergency and Accident response

- Fire events
 - Extinguisher location
 - Training
 - Reporting

Training, consultation and Communication

- This a key element of any Safety Plan
 - Who is trained
 - What are they trained in?
 - Is the training current?

Training, consultation and Communication

- Identify all employees who have any job related training
 - OSHA 1910/1926
 - Machine operation training
 - Certifications (Crane, Competent Person)

Training, consultation and Communication

- Keep all training documentation current and available
- Know which training has refresher and which does not
- Make sure “key” personnel have appropriate training!

Recordkeeping

- Keep Safety Plan on site or close
- Make sure Safety Plan is current
- Keep training records on site (current)

Pitfalls of writing a Safety Plan

- Only write what you can do
- Train ALL employees to the plan
- Keep current with standard/regulation changes
- Know what the expectation of the customer is

Pitfalls of writing a Safety Plan

- Don't pencil whip the plan.....

So....why a Safety Plan?

- The effort you put forth today will pay dividends in the future
- Without a plan, you will be limiting your company to where you obtain work
- The National trend is shifting towards safety plans
- It is the right thing to do!

Questions/Comments

- Thank you very much for your time