

ACCIDENT AWARENESS

Why do accidents happen? Even though there is generally more than one cause or factor contributing to an accident, over 80% of all workplace injuries arise from worker behavior.

Two major factors that provide potential for an accident are unsafe acts and/or unsafe conditions.

Unsafe acts include:

- Failure to follow basic safety rules.
- Failure to report unsafe work conditions and practices.
- Operating tools, machinery or equipment without authorization.
- Operating or using tools, machines or equipment improperly.
- Using defective equipment.
- Failure to follow tool, machine or equipment manufacturer's recommendations for safe use.
- Failure to use appropriate or required PPE.
- Using improper or awkward body positions while working.
- Failure to use cribbing, safety-support mechanisms or follow LO/TO procedures during repairs or maintenance on tools, machines or equipment.
- Removing or defeating safety devices.

Unsafe conditions include:

- Inadequate or missing guards.
- Defective tools or equipment
- Congested work area
- Too many/too few workers
- Poor housekeeping
- Inadequate consideration/preparation for weather conditions
- Excessive noise levels
- Inadequate/poor illumination
- Inadequate ventilation
- Improper or inadequate PPE supplied
- Inadequate training
- Any uncontrolled hazard

Accident Awareness starts with Hazard Awareness.

Hazard/Risk Assessment – Job Hazard Analysis (JHA)

- Identify all existing and potential hazards on site.
- Performed before work begins by a competent person.
- Assess each hazard and develop a plan to eliminate or effectively control it.
- Performed as often as necessary to monitor and/or control the hazard.
- Plan the Work, Work the Plan!

Eliminate or control all identified hazards.

Develop an Emergency Action Plan (EAP).

Learn from close calls and incidents that might have caused injury or death.

Hierarchy of Control Measures

1. Elimination of the hazard is the most effective control.
 - Revise work process to eliminate hazard
 - Alternative methods that remove the hazard all together.
2. Substitution.
 - Substitute something in place of the hazard that is nonhazardous or less hazardous to workers. For example, a non-toxic (or less toxic) chemical could be substituted for a more hazardous one.
3. Engineering Controls (Safeguarding Technology).
 - Noise dampening technology.
 - Fall protection – Railings, barriers, etc.
 - Improved tool and machine guarding.
 - Enclosing a process.
 - Exhaust or supply ventilation.
4. Administrative Controls:
 - Changes in policies and procedures.
 - Shorten time of exposure.
 - Warning alarms and signs.
 - Training – Site and task specific.
5. Personal Protective Equipment:
 - PPE is the least effective control.
 - Provides protection against a hazard, but does nothing to reduce or eliminate it.
 - Ensure PPE selected actually protects you from exposure to the hazard.
 - Ensure training on use, limitations, storage and maintenance of PPE.
 - Ensure required PPE is available when and where needed.



Company: _____

Location: _____

Topic: _____

Date: _____

WEEKLY SAFETY PROGRAM REVIEW AND PRESENTATION

1. Remind all employees that it is their right to a safe work place. Each employee is responsible to report and respond to unsafe work practices and conditions.

2. Review of recent incidents, injuries, and reported near misses.

3. Recent observations, safety violations, and demonstrated lack of knowledge or skills.

4. Employee suggested corrective actions for avoiding future reoccurrences.

5. Existing and upcoming work activities and potential hazards. Include review of supporting materials or documents and demonstrate safe work procedures.

6. Employee workplace safety concerns and recommendations.

7. Safety topic presentation. Include review of company policies, procedures, and location specific expectations. Encourage questions and clarifications.

8. Additional meeting notes.

Company: _____

Location: _____

Topic: _____

Date: _____

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Printed Full Legal Name	Signature
Instructor 1:	
Instructor 2:	
Translator:	