

# 5 Tips for Impactful Safety Observations

Unsafe behaviors cause accidents! Join our next webinar to learn to identify risky behaviors and how to correct them – once and for all!

Watch the 5 Tips for Impactful Safety Observations: Turning unsafe behavior into dependable, safe routines webinar.

## In this webinar, you'll learn:

- Planning and training for great observations.
- Critical safety observations tips.
- Best practices for effective feedback.

Download these helpful safety observation resources or assign this to your learners as a [course](#).

Webinar Presentation Handout



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# Safety Observation Template

**DO "MORE" TO STEP UP  
YOUR SAFETY PROGRAM**

**STEP UP to make your Observations "MORE" Powerful!**  
Review entire form. Then, closely observe work conditions, procedures and behaviors.

FACILITIES	ACTION / COMMENTS
1. Entry to work area	
2. Floor surfaces	
3. Work area	

PERSONAL PROTECTIVE EQUIPMENT	ACTION / COMMENTS
4. Eyes & face	
5. Ears & noise level	
6. Hands	
7. Feet	
8. Respiratory	

DESCRIPTION OF OBSERVATIONS

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# Be a Safety Coach Handout



- 1** **Provide regular feedback.**
    - Don't wait for formal reviews to talk to employees about safety performance or their productivity.
    - Schedule a regular time to meet with each employee, typically between once a week and once a month.
  - 2** **Address unsafe behaviors and poor work performance when you see it.**
    - Failure to address unsafe or unproductive behaviors perpetuates performance problems and forces other employees to accept or compensate for poor performing team members.
    - Tell employees who are working in an unsafe manner or those who are not meeting expectations that they are falling short of the requirements of the job.
    - Remind employees of the specific consequences that will arise if there is not improvement in their performance.
  - 3** **Differentiate employees.**
    - Remember not all employees have the same knowledge, skill or ability or performance level.
    - Provide specific guidance and coaching based on each individual's performance.
    - Recognize that anyone not working safely can create risk for others!
  - 4** **Recognize safety performers.**
    - Give positive feedback for safe work performance.
    - Recognize talented employees that may encourage others to improve their performance, and make employees working safely feel appreciated for their efforts.
    - Feedback can elevate your workforce to new levels of safety performance and productivity and at the same time, help retain your best staff members.
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## Safety Observation Template

## PLAN FOR IMPACTFUL SAFETY OBSERVATIONS



### Do your observations make an impact?

Before you begin, make sure you follow the P.L.A.N. for safety observations!



**P**  
Prepare

**Prepare** before starting. Who will be observed? What are you looking for? When? What type of observation is needed? What are safe behaviors for this job?



**N**  
Note

**Note** the results for feedback!

Reinforce safe behaviors, review those that weren't. Ask why to gain insight and motivation. Then, focus on new behaviors.



**A**  
Act

**Act** by conducting the observation. Once you've prepared, it's time to complete the task at hand.



**L**  
Learn

**Learn** what's necessary for observation success.

Ensure supervisor is ready to conduct the observation – with training, task checklists, advice, and guidance.

**P.L.A.N.**  
to Step Up Your  
Safety Program

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