Focus On: Four Elements of a Safety and Health Program – Part 1 Management Commitment and Employee Involvement

Not sure where to start when it comes to creating a safety and health program? Or maybe you want to review and update your current program. In this series of articles, we will cover the four basic elements common to all good safety and health programs.

1. **Management Commitment and Employee Involvement –**The manager or management team leads the way, by setting policy, assigning and supporting responsibility, setting an example and involving employees.
2. **Worksite Analysis**
3. **Hazard Prevention and Control**

1. **Training**

Part 1 – MANAGEMENT COMMITMENT AND EMPLOYEE INVOLVEMENT

If you demonstrate concern for employee safety and health and make it a priority your employees will make it a priority too.

Here are some ways to do that:

- Hold a meeting with all employees to communicate your safety and health policy and discuss your objectives for the safety and health program. Institute a system where everyone is held accountable for not following safety and health rules.
- Make your support visible by getting personally involved in the activities that are part of your safety and health program. Post your safety and health policy where all employees can see it. Review all inspection and accident reports and ensure that follow-up occurs when needed. Ensure you, your managers, and your supervisors follow all safety requirements even if you are only in an area briefly – i.e.

if you require a hard hat and safety glasses in an area, wear them yourself when you are in that area.

- Make clear assignments of responsibility for every part of the safety and health program, and make sure everyone understands them. Then, give those with safety and health responsibility enough people, time, training, money and authority to get the job done. Follow up and make sure the job gets done. Recognize and reward those who do well and correct those who don’t.
- At least once a year, review what you have accomplished and re-evaluate whether you need new objectives or program revisions.