



**April 1<sup>st</sup> Meeting- 9:30 am -11:30 am**

**Implementing an Affective Safety Program**

- Know the Value of Safety
- Evaluate Your Current Efforts
- Develop a Long-Term Plan
- Know Why Employees Behave the Way They Do
- Establish a Safety Mission
- Provide Total Management Support
- Avoid the Pitfalls That Prevent Your Safety Program from Being Successful
- Develop Detailed Written Safety Policies Covering:
  - Company Safety Policies
  - Job Specific Guidelines
  - J.S.A.
  - OSHA Mandated Programs
- Have Someone Oversee the Program That Has the Authority to Reinforce Safety Policies
- Total Management Support
  - Detail Safety Training
    - All New Employees
    - Ongoing to Meet OSHA Requirements
  - Document, Document, Document
  - Enforce But Don't be Heavy Handed
  - Positive Counseling
  - Correct Unsafe Conditions
  - Listen to Your Employees
  - Set Up a System to Reward and Recognize
  - Hold All Levels of Management Accountable For the Success of the Program
  - Complete OSHA Forms and Maintain These

**May 12<sup>th</sup> Meeting- 9:30 am -11:30 am**

Developing Management and Supervisor Safety Responsibilities:

- Senior Management
- Plant Management
- Supervisors
- Safety Coordinator

How to Train

Holding an Effective Safety Employee Meeting

How to Conduct a Thorough Accident Investigation

How to Conduct a Proper Plant Safety Inspection

How to Conduct a Positive Counselling Session

Enforcing Safety Policies

Rewarding and Recognizing Good Employee Safety Performance

How to Motivate Employees to Join with Your Efforts to Overcome Resistance

**PLEASE RESPOND NO LATER THAN 3 DAYS  
BEFORE THE SEMINAR.**

**TO REGISTER: email Kathy Hanson at [ASHMCI@aol.com](mailto:ASHMCI@aol.com)**

*Include:*

Name  
Company Name  
Phone Number  
Email Address  
Date of Session(s) Attending

**\*\* An email address is required, as a link for each Zoom meeting will be sent out the day before.**