

DEVELOPING SAFETY CULTURE IN AN ORGANISATION

Safety Initiatives

Risk Assessment

Table 1: Risk matrix

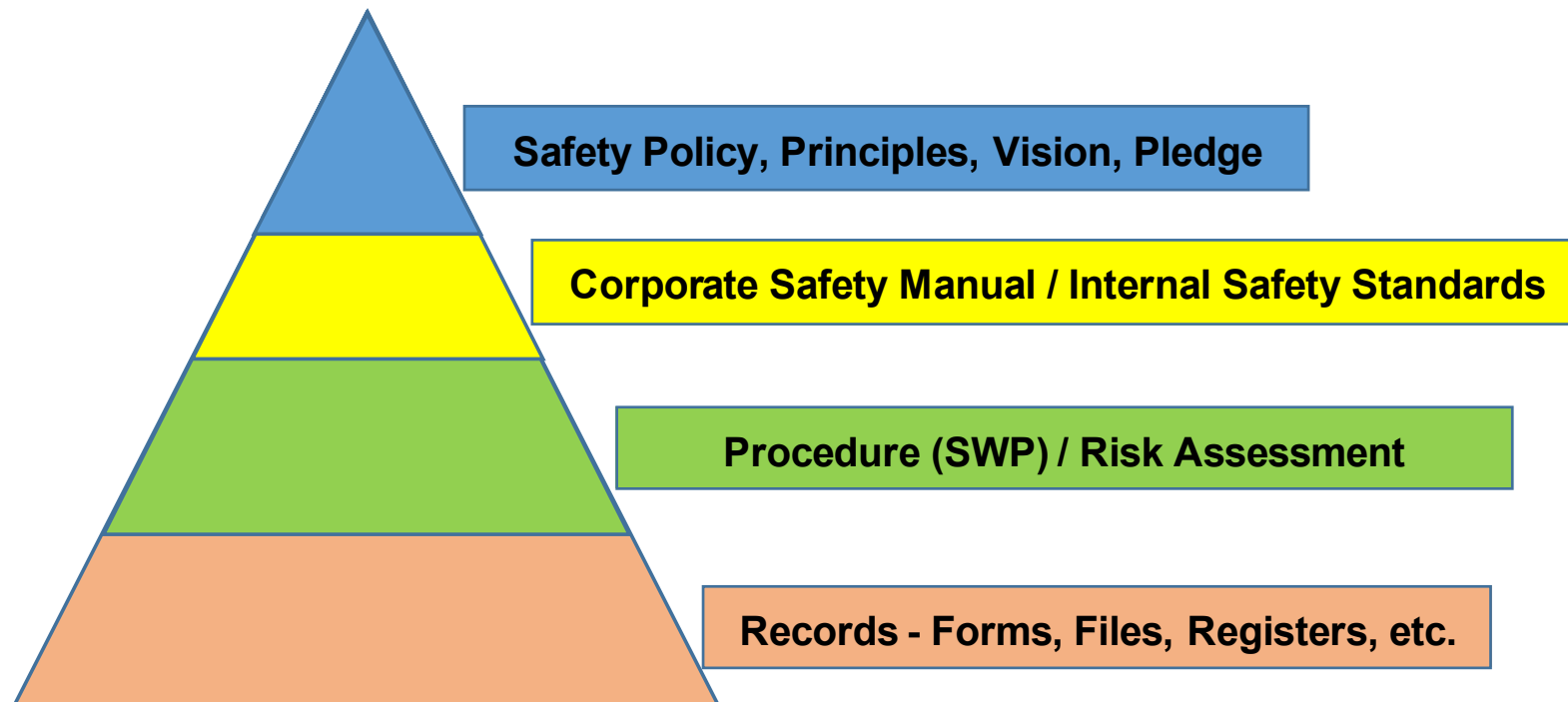
Probability	High	Yellow	Orange	Red
	Med.	Yellow	Orange	Orange
	Low	White	Yellow	Yellow
		Low	Med.	High
		Severity		

- ❖ Risk Identification
- ❖ Risk Evaluation
- ❖ Identification of Critical Risks
- ❖ Risk Mitigation
- ❖ Risk Monitoring

 **Safety Initiatives**

Creating a Safety Framework

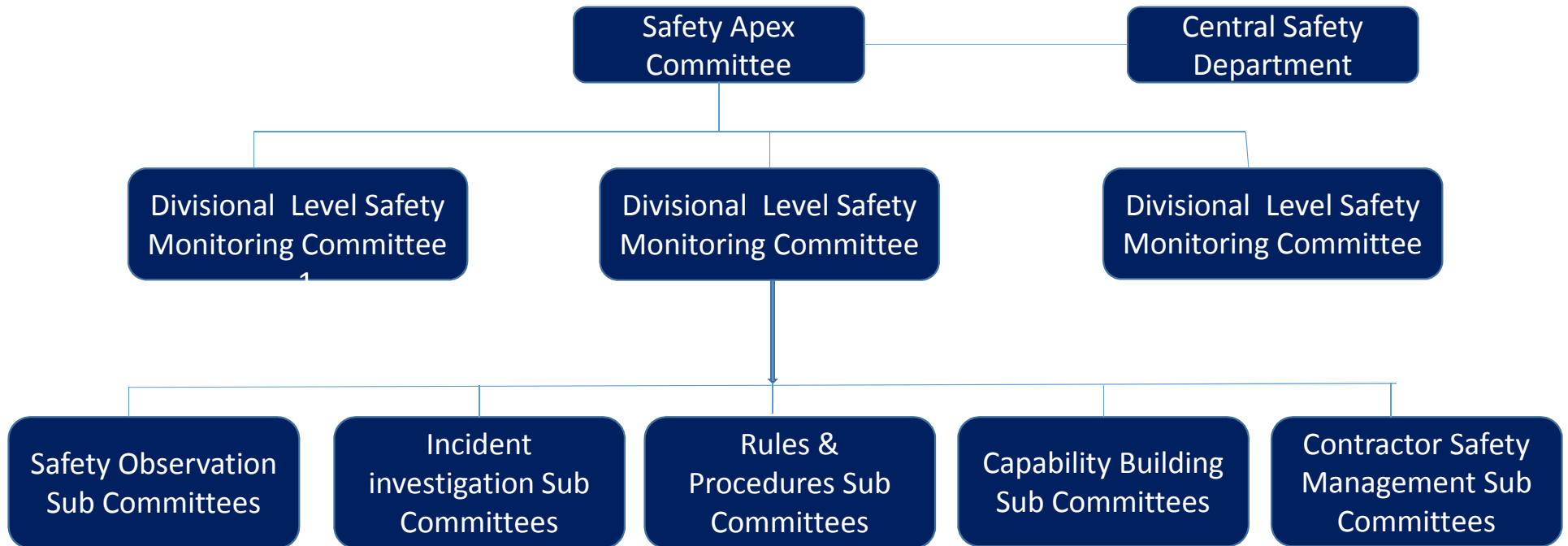
TOP DRIVEN APPROACH





Safety Initiatives

Building a Safety Organization Structure



Safety Initiatives

Safety Apex Committee - Roles and Responsibilities

- ❖ Review Safety Policy & Principles.
- ❖ Allocate budget for safety initiatives.
- ❖ Form Divisional Level Safety Monitoring Committees.
- ❖ Periodically meet Divisional level Safety Monitoring Committees to assess safety related performance.
- ❖ Ensure implementation of CAPA for all reportable incidents.
- ❖ Maintain liaison with Safety Cell on specific feedback from them.
- ❖ Review Consequence Management policy.
- ❖ Participate in Communication Meetings.
- ❖ Monitor Safety results.

Divisional Level Safety Monitoring Committees - Roles and Responsibilities

- ❖ Implement all recommendations/decisions of Safety Apex Committee
- ❖ Monitor and provide guidance to five safety Sub-Committees
- ❖ Monitor implementation status of CAPA for all incidents.
- ❖ Submit periodic report on safety related performance to APEX Committee.



Safety Initiatives

Unit Sub Committees - Roles and Responsibilities

- ❖ **Safety Observation** - Performance Indicators of Safety Observations to be tracked, through 6-step observations & data analysis for implementation & continuous improvement.
- ❖ **Incident investigation** - Monitor effective implementation of recommendations/CAPAs
- ❖ **Rules & Procedures**-Provide necessary guidance how to develop SOP/SWP/HIRA/Work Instruction/Check List
- ❖ **Capability Building** - Identify training needs for the employees in consultation with all concerned & HRD. They will also facilitate review of the existing safety training modules and development of new appropriate training modules.
- ❖ **Contractor Safety Management** - Monitor and ensure that all Contractors' workmen have requisite PPEs, provided safety training, informed about Safe work practice. Also Monitor effective implementation of recommendations/CAPAs suggested by various audit & surveillance groups, etc.



Safety Initiatives

Central Safety Department - Roles and Responsibilities

- ❖ Central Safety Department becomes the nerve center of an organization to initiate any safety related policy, guidelines, developing/issuing safety related documents applicable to all the business lines of the organization.
- ❖ This Department provides expert services on all matters related to safety either by its own personal or through cross functional teams (formed for specific projects) or by engaging resourced persons (consultants, subject matter experts) as appropriate.
- ❖ This Department is also the custodian of safety related data, safety scorecard and safety analytics.



Safety Initiatives

Safety Awareness

- ❖ Conduct “Safety Awareness” programs for all personnel by Safety Experts
- ❖ Select “Key Persons” to drive the Safety Initiatives.
- ❖ Interact with other best-in-class organizations to understand their approach & practices followed by them for awareness on safety



Developing Process for Safe Work

- ❖ “ **Safety Manual** ” for the organization
- ❖ Developing “ **Safety Standard** ” for critical jobs
- ❖ Developing PPE Policy
- ❖ Developing **Standards** for Critical Tools & Tackles
- ❖ Preparation of “**Safe Work Practices**” for each & every job
- ❖ Preparation of “ **Tool Box Talk** ” format for all type of jobs



Safety Initiatives

Training

The objectives of training is not limited to just increasing productivity & efficiency but also ensuring safety at workplace for all



- ❖ **“Class Room”** training
- ❖ **“On Job”** training
- ❖ **“Hand Holding”** training at job site from start to finish
- ❖ **“Workshop”** at job site
- ❖ **“Skill Test”** competition



Safety Initiatives

Monitoring and Measuring

Monitoring provides a mechanism to track and evaluate progress towards achievement of established objectives and targets



- ❖ Safety Observation
- ❖ Site Safety Audit
- ❖ Cross Functional Audit (Internal)
- ❖ Process Audit (External)



Safety Initiatives

Implementing Corrective & Preventive Actions

Corrective Action: Corrective actions are steps that are taken to remove the cause or causes of an existing nonconformity

Preventive Action: Preventive actions are steps that are taken to remove the causes of potential non-conformities

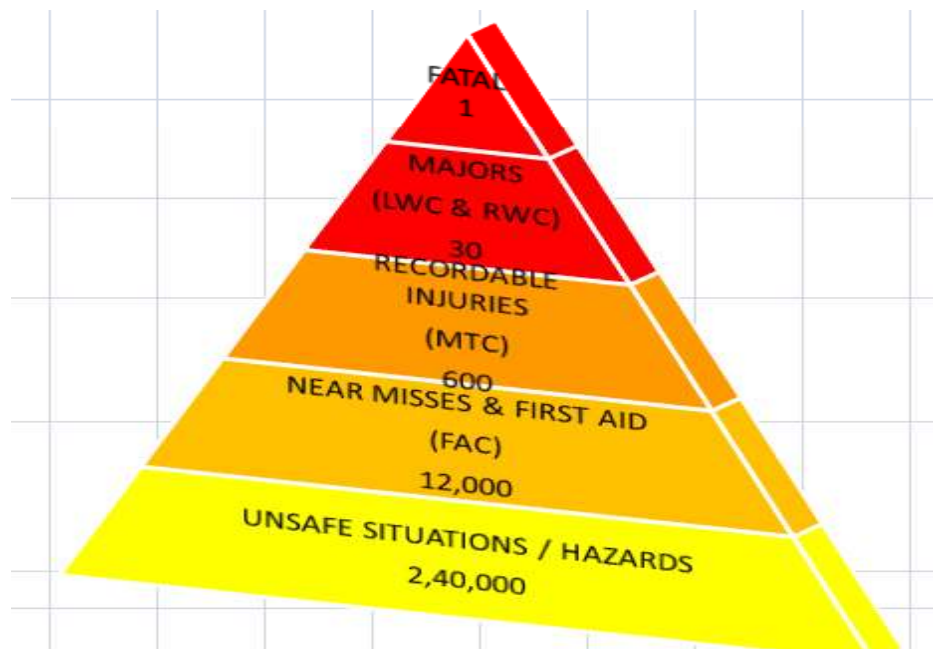
- ❖ List of Corrective Action and Preventive Action of
 - Outcome of Safety Audit
 - Outcome of Safety Observation
 - Outcome of Incident Investigation

- ❖ Regular Interaction with concerned Safety Committees and respective units regarding CAPA resolution

➤➤ Safety Initiatives

Incident Management

Incident management includes any event which disrupts, or something which is capable of causing a disruption to the service which are communicated directly by the employees to management for further necessary action.



❖ **FATAL**

❖ **LWDC**

❖ **FAC**

❖ **Near Miss**

❖ **Unsafe Situation**

 **Safety Initiatives**

Safety Communication

- ❖ Central Safety Day
- ❖ Unit Safety Day
- ❖ Magazine
- ❖ Banners and Posters
- ❖ SMS



➤➤ **Safety Initiatives**

Introduction of New Practices / Systems

New Practices

- Management Programmes
- Change in Operating Process
- Bench marking
- Safety Kaizens





Safety Consequence Management

- ❖ It is essential that all personnel, including own, contractual and casual employees, comply with the Safety Norms and Guidelines applicable in the Company. To promote compliance



- ❑ The Company should **reward & recognise** the employees for safety behaviours, which lead to good performance
- ❑ The Company should impose **penal measures** for violations of specific identified standards, rules, practices and guidelines deemed essential by the company and other relevant regulations and acts



Safety Initiatives

Reviewing

- ❖ Incident Statistics
- ❖ Audit Findings
- ❖ Functioning of Committees & Sub Committees
- ❖ Coverage & Effectiveness of Training
- ❖ Safety Documents

Safety Initiatives

Consumer Awareness

- ❖ Workshops for Electricians
- ❖ Road Show Activity
- ❖ Awareness on Fire & Electrical Safety for different sectors namely Banks, Hospitals, Hotels, Educational Institutes, Markets etc.
- ❖ Safety Posters / Banners / Street Campaigns
- ❖ Do's & Don'ts Leaflet





Safety Initiatives



“Safety is, without doubt, the most crucial investment we can make. And the question is not what it costs us, but what it saves.”

Robert C McKee, Chairman and Managing Director,
Conoco (UK) Ltd

Thank You