

What is a Total Safety Culture (TSC)?

- ❑ *It's an employee owned, employee empowered and employee driven process where behavioral observations are done on a voluntary basis.*
- ❑ *A process where employees are empowered to create data sets of safe and at-risk behaviors and use them to predict and avoid Injuries.*
- ❑ *A process with key leadership attributes: vision, communication, trust, action oriented, collaboration, recognition/feedback, accountability and caring.*

TSC is Based on Principles of Behavior and Person-Based Safety

- ❑ *Principles of behavior-based safety guide the development of strategies for **encouraging behavior change***
- ❑ *Principles of person-based safety foster an environment of **Actively Caring***
- ❑ *Principles of person-based safety encourage **employee involvement in and ownership of the change efforts***

What, Why, How?

- ❑ We help by “positively” reminding those who forget and educate those who may not know the correct or safest way to do a job.
- ❑ Most of the time, people just are not aware that they are performing an at-risk behavior. This is why the one-on-one feedback is so critical.
- ❑ We use “activators” to give necessary information and emphasize the behavior we want but the positive or negative consequence of the behavior is why we really perform that behavior, whether it is safe or at-risk.
- ❑ Ultimately, it's a person's choice to change their behavior. We can only try to raise their awareness of the possible negative consequences of the at-risk behaviors we perceive they are doing.

Observation Guidelines

1. **Total Safety Culture workshops are required for everyone to attend in order to understand the principle of Total Safety Culture.**
2. **Involvement/participation in the Total Safety Culture process is strictly voluntary.**
3. **The Observer MUST ask his/her co-worker for permission to perform the Observation Feedback Process.**
4. **The Observation Card NEVER includes the observee's name.**
5. **Following the Observation, person to person feedback is given to the observee. Observee is asked to place the completed card in the locked collection box. It is completely up to the observee what actually happens to the completed card.**
6. **The Observation Feedback Process must NEVER be used in connection with Upgrade or any form of disciplinary policy.**
7. **Data from the completed Observation Card is assimilated in a private, secure environment as it is entered into the Total Safety Culture Database.**
8. **Once each individual checklist has been entered into the Total Safety Culture Database, the checklist is destroyed.**
9. **No one but the data entry person(s) will ever see a completed Observation Card once it has been placed in the locked collection box.**
10. **A quota will never be established requiring employees and/or supervisors to perform a specific number of observations.**

What an Observation and Person-to-Person Means:

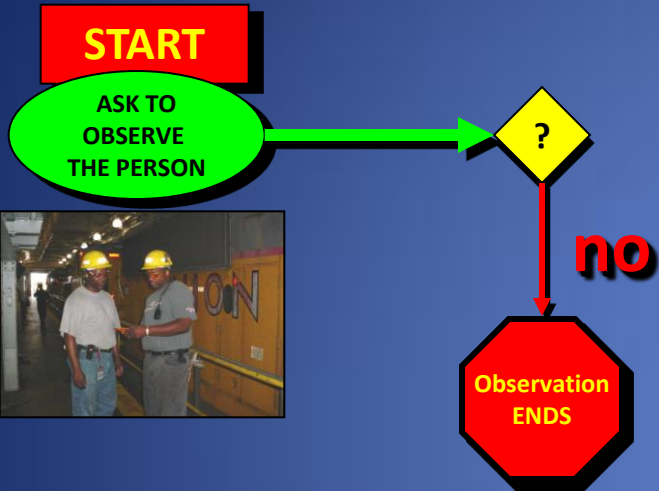
- ❑ *Identifying and **reinforcing** safe behaviors you observe*
- ❑ ***Identifying** potential for injury due to at-risk behavior*
- ❑ ***Communicating** this risk to the observee*
- ❑ ***Helping** to identify a safer alternative*
- ❑ ***Creating** a healthier work environment*

What an Observation and Person-to-Person Does **NOT** Mean:

- ❑ Enforcing safety rules
- ❑ Forcing people to change
- ❑ Gossiping about how others perform a task
- ❑ Reporting others to management for unsafe work habits
- ❑ Collecting data for personal gain

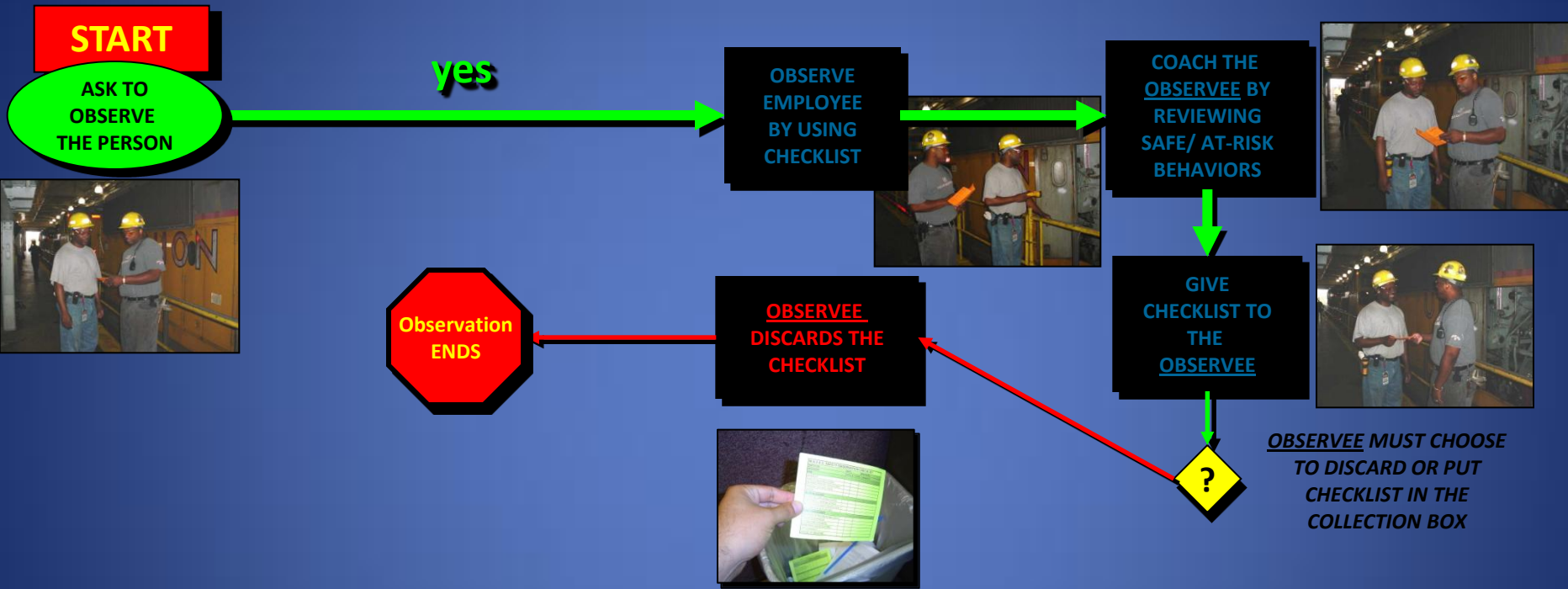
Formal Observation & Feedback Process

HERE ARE THE STEPS OF THE OBSERVATION PROCESS



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OBSERVEE MUST CHOOSE TO DISCARD OR PUT CHECKLIST IN THE COLLECTION BOX

