Together Everyone Achieves More

Presented by:

Joe Nenni – Idaho Cleanup Project
Bonnie Anderson – Idaho Cleanup Project
Brad Davy – Department of Energy
Gene Balsmeier – Idaho Cleanup Project
Desiree Saupe – Idaho National Laboratory
Objective

• Employee safety teams are pivotal point in the success of VPP.
• Discuss exciting methods by which Employee Safety Teams (ESTs) can make a difference.
• Organizational techniques, information flow processes, tracking and trending techniques and team building activities.
• Management involvement and support on the EST.
• Empowerment of ESTs to make things happen.
• Management and oversight involvement.

You must change your game plan as necessary regarding operations.
Fit For Play (Duty)

Let's go
Static Single Leg Stand

- Place feet shoulder width apart, relaxed knees, upright posture.
- Flex hip, knee and ankle.
- Hold for one minute.
- Rest and alternate leg.
**Calf Stretch**
- Stand with one foot in front of the other and hands on hips
- Front knee slightly bent and toes flat on the floor back leg fairly straight
- Slowly press the hips backwards and lower towards the floor
- Keep weight on back leg

**Triceps Stretch**
- Place right hand between shoulder blades
- Lightly grasp elbow with opposite hand and pull up gently
- Repeat on opposite side
Safety Culture is Built Upon a Strong Foundation

Actively Caring
Safety Value Statement: I will actively care for my safety and the safety of others
TEAM Building Plays

Team Organization
Head Coach – Gene Balsmeier

Team Functions
Offensive/Defensive Coordinator – Bonnie Anderson

Team Specialty
Special Team Coach – Desiree Saupe

Team Oversight
Manager – Brad Davy
Team Organization
Team Equality

All for one and one for all…no one is more important than anyone else!

Workforce Composition

- Management 10%
- Foreman 5%
- Hourly 30%
- Salaried 25%
- Subcontractor 5%
- Safety Professional 5%

Team Composition

- Management 10%
- Foreman 25%
- Hourly 30%
- Salaried 25%
- Subcontractor 5%
- Safety Professional 25%
Employee Safety Team
Infrastructure

ICP
Company Employee Safety Team
- Executive Co-Chair and Senior Champion
- Executive Vice Co-Chair
- Co-Chair
- Vice Co-Chair
- Union S&H Representative
- Senior Management Champion
- VPP Lead
- COBRA (Employee Observation) Chair

INTEC
Unit Champion
EST Chair

D & D
Unit Co-Champions
EST Chair

Idaho Falls Facilities
Unit Champion
EST Chair

RWMC
Unit Co-Champions
EST Chair

Laboratory Employee Safety Team (J.EST)*

Employee Safety Teams (ESTs)

SITE**

TOWN**

MPC

SMC

PA

RTC

STC
Business Management
Nuclear Science & Technology
Nuclear, Homeland Security
Facilities & Site Services "J-Team"
Energy & Environment

**Infrastructure-related safety teams are shown in gray with a bold font.
Ad hoc committees formed as necessary

**Management Champion**

**Executive Advisor**

**Safety Advisor**

**EST Chairperson**

**Vice Chairperson**

**Incident Investigation**

**Behavior Based Observations**

**Safety Concerns**

**Inspections**

**Safety & Health Goals And Objective**

**Employee Communication & Involvement**

**Activities & Recognition**

**Tracking And Trending**

**Employee Communication & Involvement**

**Activities & Recognition**

**Safety Concerns**

**Inspections**

**Behavior Based Observations**

**Incident Investigation**

**Safety Advisor**

**Vice Chairperson**

**EST Chairperson**

**Executive Advisor**

**Management Champion**

*Everyone on the team has a different role and responsibilities!*
Charter Development

- Purpose
- Function
- Composition of Functioning Body
- Roles & Responsibilities of Functioning Body
Team Functions
Incident Analysis
Incident Analysis

Incident Occurs → Responsible Person Makes Notification → Management Champion and EST Chairperson

Ask Status of Injury/Incident → Offer Assistance → Complete Incident Analysis → Complete Appropriate Paper Work

Sub-Team Conducts Monthly Quality Review → Verifies Causal Factors and Information

Track and Trend Sub-Team → Sub-Team to Complete Follow-up Form → EST Analysis
Incident Analysis

Worksite Inspections

Employee Involvement
Worksite Inspections

Management & Sub-Team Chair establishes work area inspection schedule

Building Contact schedules area inspection

- Selects inspection checklist
- Contacts building tenant manager
- Solicits participation from other employees

Performs area inspection

Informs tenant manager of area inspection results

Determine Safety Concerns

Sub-Team reviews area inspection check list results

Sub-Team compiles area inspection check list results

Sub-Team provides written summary of assigned work areas inspections to Sub-Team lead

Sub-Team lead coordinates other walkabouts, inspections, and assessments results

Sub-Team lead prepares monthly status report for EST meeting

Analysis of worksite inspections

*See Trending Process
Incident Analysis

Worksite Inspections

Employee Safety Concerns

Employee Involvement
Employee Safety Concerns

1. Safety Concerns/Near Misses Sub-Team reviews safety concerns/Near Misses

2. Safety Concerns/Near Misses Sub-Team identifies major issues that require attention

3. Safety Concerns/Near Misses Sub-Team identifies issues over 30 days

4. Safety Concerns/Near Misses Sub-Team places the safety Concerns/Near Misses in trending buckets

5. Safety Concerns/Near Misses Sub-Team prepares monthly report for EST meeting

6. (Quarterly) Safety Concerns/Near Misses Sub-Team member contacts Safety Concerns/Near Misses submitter for satisfaction on closed issues

7. Safety Concerns/Near Misses Sub-Team member reports results to Sub-Team lead for quarterly report

8. Safety Concerns/Near Misses Sub-Team lead reports to EST then to Tracking and Trending Committee
Employee Involvement

- Incident Analysis
- Worksite Inspections
- Employee Safety Concerns
- Behavior observations
The Behavior Based Safety Process

- Identify target at-risk behaviors
- Develop observation checklists
- Employees observe/communicate employees providing feedback and completing the checklist
- Completed checklists are collected each month
- Checklist data is entered into the database
- Data is analyzed each month and the information is shared at the employee safety team meeting
- Safety improvements are communicated to the workforce providing motivation to continue the observation process
- EST team can conduct DO IT’S to change targeted at-risk behaviors
- Committee develops and implements creative interventions to increase safe behaviors and decrease at-risk behaviors

Safety improvements are communicated to the workforce providing motivation to continue the observation process.

Employees observe/communicate employees providing feedback and completing the checklist.

Completed checklists are collected each month.

Checklist data is entered into the database.

Data is analyzed each month and the information is shared at the employee safety team meeting.

Committee develops and implements creative interventions to increase safe behaviors and decrease at-risk behaviors.

EST team can conduct DO IT’S to change targeted at-risk behaviors.
Incident Analysis

Worksite Inspections

Employee Safety Concerns

Behavior observations

Tracking and Trending

Employee Involvement
Trending Sub-Team Flowchart

Quarterly Report

Scouting Report

Area Inspection Sub-Team Results

Incident Analysis Sub-Team Results

Safety Concerns Sub-Team Results

Behavioral Based Safety Observation Results

Injury/Illness Results (Safety Organization)

Special Reports

Goals & Objectives Sub-Team

Statistical Communications
Fourth Quarter

3 Recordables

14 First Aids

Close Calls
Incident Analysis

Worksite Inspections

Employee Safety Concerns

Behavior observations

Goals & Objectives

Tracking and Trending
• Begin with action verb
• Write each objective in direct response to goal
• Specify results
• Completion dates
• Achievable
Tracking and Trending

Safety Stats

Inspection Data

Close Calls

Hazard Analysis Information

Employee Safety Concerns

Self Assessments

Observations

Error Precursors

Feedback

Past Goals Objective

Policy: Where you want to be. Goal: How you're going to get there. Objective: Measure effectiveness

Objective:
Measure effectiveness
All Other Sub-teams

- Employee Communications/Involvement Sub-Team
- Activities and Recognition Sub-Team
How Information is Shared

Electronic Sign
Special Teams
Work Place Safety + Personal Safety Awareness = Employee Involvement
Employee involvement is the Game Plan
Health & Safety Fairs

TEAM FUN

**Jeopardy**

**BINGO**

**Who wants to be a Millionaire?**

**Recognition**

**Team Retreats**

**DO-ITs**

**Safety Puzzles**
Outreach in the Community

INL Science, Engineering & Safety Expo

School Safety Assemblies

Community Night Out
I work Safely Because...
I Work Safely Because...
Team Oversight
Oversight Partnership
Oversight Partnership

- How does oversight partnering work
- Understand who you are working with
- Achievable outcomes
- Results of Oversight Partnering at DOE sites
  - Goals defined
  - Relationships established
  - Attitude changes
  - People, skills, workplace

Results:
Power of Partnering
Team Recognition
Above all else, Employee Safety Teams are.....
THE HEART AND SOUL OF THE VPP PROCESS!
Thank You!!
Questions?
For More Information

Contact:

• Brad Davy  Brad.Davy@hq.doe.gov

• Bonnie Anderson  Bonnie.anderson@icp.doe.gov