PREVENTION BASICS

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Part II Cheryl Harvie

SAFE Work Manitoba
Objective

To understand the importance of workplace safety & health and how to build a SAFE Work culture in your workplace.
Administrative Items

• Doors / exits
• Washrooms
• Emergencies
• Participation
  – Share Your Experience
  – Ask Questions
  – Listen to Each Other
• Confidentiality
Key Principles to Build Safety Culture and Program

- Leadership
- Specific to workplace and adaptable
- Legislation sets minimum standards
- Participatory
- Knowing responsibilities
- Common elements
- Safety = partner to production and service
Prevention at a Glance
The Size of the Problem - Manitoba

Refer to page 15 in manual

1. Approximately 30,000 injuries, 50% time loss
2. 3.2 /100
3. Construction 5.5 / 100
4. Service/Healthcare
5. Hands
6. Overexertion, being struck by objects, and falls
7. Injuries involving muscles and soft tissues such as sprains, strains and inflammation. 60.3%
8. 29 fatalities in 2013 (WCB - 12 acute & 17 occupational disease)
1700-1800’s
i) Industrial Revolution Production
ii) Child Labour Factories & Mines

1800’s
i) Assumption of risk
ii) Railways
iii) Mining
iv) Factory Laws
v) Manitoba Factory Act

1900
i) Emergence WCB System
ii) Canada Labour Safety Code

1976
Manitoba WSH Act

1978
CCOHS

1978
 Manitoba WSH Act

1988
WHMIS

1988
WHMIS Symbols

2015: A SAFETY ODYSSEY
1982
i) Worker Rights
ii) Working Alone Isolation

2002
i) WSH Program mandated for workplaces 20 or more workers
   ii) Worker 4th Right protection from discriminatory action
   iii) SAFE Work Brand launched in Manitoba

2007
i) Violence Harassment
   ii) MSI Injuries

2010
Fines increased from $150,000 to $250,000 for first offence and from $300,000 to $500,000 for second offence

2014
i) Appointment CPO
   iii) Worker Rep in workplaces with 5-19 workers
   iv) Clarifying Provision for paid training
   v) Emphasis on worker’s rights
Asbestosis Handling
1960 & 2011

2011 asbestos removal at 333 Broadway
SAFE Work’s

TOP

5

SAFETY MYTHS
Number 5 Lacking Common Sense
Number 4 Accident Prone
Number 3 Careless
Number 2 Unlucky
Number 1 Inevitable
Think about your workplace…

1) What are the attitudes towards safety in your workplace that pose a barrier to safety?

Discuss this question within your group – be prepared to share with the larger group.
WHY HAVE A SAFETY PROGRAM?

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Why Have a Safety Program?

MORAL

LEGAL

FINANCIAL
Moral Obligations

April 28 is a Day of Mourning dedicated to remembering workers who have been killed or injured on the job. On April 28, we remember those lost and commit to making our workplaces safer for everyone.
Moral Obligations

Read the story of Tom

Consider the personal and social impact of his injury for:
1) Tom and Family
2) Workplace
3) Community

Write your thoughts on flip chart paper provided.

Refer to page 41 in manual
Legal Requirements

Legislation

(Examples: Criminal Code, Employment Standards Act, Workplace Safety & Health Act)

Regulations

(Examples: Requirement for fall protection when working above three meters, number of first aid kits required)

Standards

- Not law, although may have the force of law if incorporated into a regulation

(Example: CSA or ANSI Standards)

Codes, Policies, Guidelines and other Publications

- May be published by the authority responsible for enforcing legislation, or other agencies
- Not law, but will assist in complying with the law (Example: Fall protection guideline)
Legal Requirements

Enforcement

• Health and Safety Officers
  ✓ Inspect workplaces
  ✓ Issue improvement orders
  ✓ Issue stop work orders
  ✓ Investigate serious work incidents, fatalities and work refusals
  ✓ Administrative penalties
  ✓ Fines

• Criminal Code

• Due Diligence and Reasonably Practicable
Legal Requirements
Rights and Responsibilities

Who is responsible for safety?

Everyone!

- Employers have the greatest responsibility
- All workers - senior mgmt to workers have responsibilities
- Injury Prevention relies on everyone taking ownership

Internal Responsibility System
<table>
<thead>
<tr>
<th>Employers</th>
<th>Supervisors</th>
<th>Workers</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ensure safety, health &amp; welfare of workers</td>
<td>Ensure all precautions are taken to protect the safety and health of workers</td>
<td>Protect themselves and others – Follow Safety Rules</td>
</tr>
<tr>
<td>Provide and maintain a safe workplace</td>
<td>Ensure workers perform their duties in accordance with procedures as well as safety and health laws</td>
<td>Report Hazards</td>
</tr>
<tr>
<td>Ensure awareness of hazards and precautions</td>
<td>Ensure workers use safety devices and PPE</td>
<td>Proper use of safety equipment, clothing and devices</td>
</tr>
<tr>
<td>Provide competent supervision &amp; training</td>
<td>Ensure workers are advised of safety and health risks</td>
<td>Cooperate with WS&amp;H committee or rep</td>
</tr>
<tr>
<td>Ensure others are not exposed to risks</td>
<td>Train workers before they begin new work</td>
<td>Cooperate with other persons regarding workplace safety and health matters</td>
</tr>
<tr>
<td>Consult and cooperate with WS&amp;H committee &amp; others</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Legal Requirements

Worker Rights

1. Right to Know
2. Right to Participate
3. Right to Refuse
4. Protection from Discriminatory Action
Financial Considerations

What are the hidden costs of an injury?

How can safety improve business?
Financial Considerations

WCB Rate Setting

• Injury and disability insurance system
• Covers 75% of workplaces, voluntary coverage is an option.
• Rates go up or down based on experience of workplace
  ✓ Experience of Manitoba Workplaces
  ✓ Experience of Industry
  ✓ Experience of Individual Workplace
### Risk Categories

<table>
<thead>
<tr>
<th>Category</th>
<th>Fixed Percentage of Average Rate</th>
<th>Category Average</th>
<th>High Rate in Category</th>
<th>Low Rate in Category</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>800%</td>
<td>12.00</td>
<td>36.00</td>
<td>7.20</td>
</tr>
<tr>
<td>2</td>
<td>500%</td>
<td>7.50</td>
<td>22.50</td>
<td>4.50</td>
</tr>
<tr>
<td>3</td>
<td>300%</td>
<td>4.50</td>
<td>13.50</td>
<td>2.70</td>
</tr>
<tr>
<td>4</td>
<td>200%</td>
<td>3.00</td>
<td>9.00</td>
<td>1.80</td>
</tr>
<tr>
<td>5</td>
<td>120%</td>
<td>1.80</td>
<td>5.40</td>
<td>1.08</td>
</tr>
<tr>
<td>6</td>
<td>70%</td>
<td>1.05</td>
<td>3.15</td>
<td>0.63</td>
</tr>
<tr>
<td>7</td>
<td>40%</td>
<td>0.60</td>
<td>1.80</td>
<td>0.36</td>
</tr>
<tr>
<td>8</td>
<td>25%</td>
<td>0.38</td>
<td>1.14</td>
<td>0.23</td>
</tr>
<tr>
<td>9</td>
<td>15%</td>
<td>0.23</td>
<td>0.69</td>
<td>0.14</td>
</tr>
</tbody>
</table>

**Average Rate = $1.50**
Safety Pays – WCB Rates

Fabri Cadabri Inc - Levy History (Rate Code 31003 - Metal Working Plants)

- Levy if You Paid Upper Boundary Rate
- Levy if You Paid Lower Boundary Rate
- Your Levy

Year 1 Year 2 Year 3 Year 4 Year 5 Year 6

$90,000 $90,000 $90,000 $90,000 $90,000 $90,000
$18,000 $18,000 $18,000 $18,000 $18,000 $18,000
$29,300 $33,695 $42,119 $56,860 $82,447 $90,000

Economic gain if you had paid your lower boundary rate over this period: $226,421
Safety Pays – WCB Rates

Fabri Cadabri Inc - Levy History (Rate Code 31003 - Metal Working Plants)

- Levy if You Paid Upper Boundary Rate
- Levy if You Paid Lower Boundary Rate
- Your Levy

Economic gain if you had paid your lower boundary rate over this period: $24,085
Why Have a Safety Program?

- MORAL
- LEGAL
- FINANCIAL
Putting It all Together!

A Safety Program for Everyday
11 Key Elements Page 92

Safety & Health Program

- Policy
- Hazards
- Emergencies
- Responsibilities
- Inspections
- Contracted persons
- Chemical & Biological
- Training
- Involving Workers
- Evaluations

2015: A SAFETY ODYSSEY

SERVICES MANITOBA
1. Policy

Commit by posting the policy
2. Hazards

Identify and control hazards
3. Emergencies

Spot the Hazard: Identify emergencies that could occur
Assess the Risk: Develop a response plan
Find a Safer Way: Ensure resources / supports are in place
Everyday: Train workers and update regularly
4. Roles and Responsibilities

- Clearly defined and accountable
- Performance reviews and job descriptions
- Rules and consequences
- Ensure required knowledge and authority
5. Workplace Inspections

Informal
- all workers attentive and report concerns

Formal
- scheduled inspections of the workplace
- considers tasks, hazards, emergencies, and work in action
- identifies corrective actions
- involve committee and managers
Formal Safety Inspection Flow Chart

- **Develop Standards**
  - Who will inspect?
  - How often?
  - What needs to be inspected?

- **Inspect**
  - Are regular and special inspections done?
  - Are inspectors looking for hazardous acts and conditions?
  - Are committee members involved?

- **Correct Unsafe Conditions or Acts**
  - What needs to be corrected?
  - Who is responsible?
  - When will it be done?

- **Document**
  - Are inspection reports filled out?

- **Follow-Up**
  - Are all items in inspection report corrected as required?
  - Are inspection reports and corrective actions communicated back to the WSH Committee?
6. Chemicals & Biological

WHMIS - Workplace Hazardous Materials Information System

1. LABELS
   • Must be on all containers
   • 8 symbols to indicate potential dangers
   • Provide basic product information (including storage)

2. MSDS – Material Safety Data Sheets
   • How to respond to emergency
   • Readily available to workers
   • Current within 3 years

3. TRAINING
   • Workers must be trained on symbols, how to use materials safely and emergency procedures
2015: A SAFETY ODYSSEY

LEAST HARMFUL
SORT OF HARMFUL
KIND O' DANGEROUS
DEFINITELY HARMFUL
QUITE DANGEROUS
OMIGOSH REALLY DANGEROUS

SAFETY SERVICES MANITOBA
7. Contractors

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• Safety and health applies to all workers and includes the public who may be on your worksite

• Prime Contractors - several construction companies working together
8. Training

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• General safety training and new worker orientation

• Ensures workers are:
  ✓ Aware of rights and responsibilities
  ✓ Knows hazards and how to control
  ✓ Empowered to participate in safety practices

• Check for understanding/follow up

• Keep training records
Everyday – Training

- Employers must ensure training is provided by competent trainers and check for worker understanding.

![Bar chart showing top learning techniques: Practice by Doing is the most preferred, followed by Discussion Group, Demonstration, Audio Visual, Reading, and Lecture. Source: Knox, A.B. Helping Adults Learn]
9. Investigations

1
Serious or Fatal Injury

10
Minor Injuries

30
Property Damages

600 Incidents
10. Participation

Page 133

• Committees! Encourage committee participation
• Workers have the right to participate
• Workers are the front line for spotting & reporting hazards
• Develop innovative ways to engage workers in safety

What are some ways that your workplace encourages worker participation?
11. Evaluation

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• Ensure your program is working and changing along with your workplace

• Regular reviews and tracking of:
  ✓ Statistics
  ✓ Incidents
  ✓ Inspections
  ✓ Committee minutes
  ✓ Training records

• WSH policies must be updated every three years
Lagging vs. Leading

- **Lagging Indicators** - measure OSH outcomes that have already happened

- **Leading Indicators** - proactive measures used to identify workplace hazards and risks before incidents and injuries occur
Group Learning

With your group sort the terms you have been given.

Is the term a leading or lagging indicator?

• Are you using leading or lagging indicators in your workplace?

Refer to page 137 in your manual
BUILDING A CULTURE OF SAFETY

PATHOLOGICAL
- Who cares as long as we’re not caught

REACTIVE
- Safety is important, we do a lot every time we have an accident

CALCULATIVE
- We have systems in place to manage all hazards

PROACTIVE
- Safety leadership and values drive continuous improvement

GENERATIVE
- HSE is how we do business around here
Five Key Principles

• Strong Safety Leadership
• Participation of Everyone
• Proactive, Precautionary and Practiced
• Workplace Specific and Evolving
• Commitment to Prioritize Safety