

New Safety & Health System: The 19 Components

*Appendix to "Transforming Safety Culture: Grassroots-Led/Management-Supported Change at a Major Utility,"
by Steven I. Simon, Ph.D., and Peter A. Cistaro. Published in Professional Safety, April 2009, pp. 28-35.*

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No.	Component	Description
1	Responsibilities and accountabilities	<ul style="list-style-type: none"> •This component stresses that everyone has a role in safety. It clarifies that everyone should understand their role and their responsibilities.
2	Personal health and wellness	<ul style="list-style-type: none"> •This component brings a focus on health. •The component establishes a wellness representative at each location. •The wellness representative works with the safety council to make health and wellness programs available to the location.
3	Safety and health assurance	<ul style="list-style-type: none"> •This component requires that an auditing process be in place. •The corporate audits done every 2 years are part of this component. •The IBEW/company audit team is also part of this component.
4	Personal protective equipment	<ul style="list-style-type: none"> •This component requires that everyone has the PPE needed to do the job safely. •The component also makes certain PPE available for home use (eye protection, ear protection, work gloves).
5	Issue resolution	<ul style="list-style-type: none"> •This component establishes a process for resolving local safety issues. •If a safety issue is not worked out within the department, it can be moved to the local safety council (LSC), then to the line of business (LOB) council and then to the PSE&G Council for resolution, if necessary. •The component states that “everyone has the absolute right and obligation to question, stop and correct any unsafe act or condition.”
6	Organization structure	<ul style="list-style-type: none"> •This component puts the LSC in place. •It also establishes a council for electric distribution and other departments (LOB councils). •It also establishes a PSE&G-wide council.
7	Incident analysis	<ul style="list-style-type: none"> •This component gets the LSC involved with the investigation of accidents and the recommendation of solutions to prevent future occurrences.
8	Communication	<ul style="list-style-type: none"> •This component establishes a process for communicating relevant safety information among all LSCs.
9	Pre- and postjob briefs	<ul style="list-style-type: none"> •This component requires that prejob briefs (Tailboards) be conducted before each job. •It also requires that postjob briefs be conducted after unique jobs.
10	Job safety observations	<ul style="list-style-type: none"> •This component sets up a process to proactively identify and eliminate unsafe behaviors and conditions by observing employees while working and giving immediate feedback in order to alter the behavior or condition before an accident or injury occurs. •Observations are conducted by trained coworkers.

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11	Employee recognition	<ul style="list-style-type: none"> •This component establishes a consistent recognition program for safety and health.
12	Contractor safety and health	<ul style="list-style-type: none"> •This component requires that procedures are in place to hold contractors accountable for working safely.
13	Employee involvement	<ul style="list-style-type: none"> •This component attempts to get more people involved in safety and health. •It gives the councils a process to request teams to work on local safety initiatives.
14	Data analysis	<ul style="list-style-type: none"> •This component requires that safety data be analyzed on an ongoing basis. •The analysis should lead to recommendations to prevent common types of accidents. •The LSC is involved in the data analysis process.
15	Job hazard analysis	<ul style="list-style-type: none"> •This component requires that a process be in place to analyze work practices and procedures for job hazards. •Job tasks are studied and potential hazards are identified. •Changes are recommended to eliminate potential hazards.
16	Practices, procedures and regulations	<ul style="list-style-type: none"> •This component requires that processes be in place to establish and communicate safety and health policies and procedures that protect employees and ensure compliance with regulations.
17	Industrial hygiene	<ul style="list-style-type: none"> •Industrial hygiene (IH) encompasses the anticipation, recognition, evaluation and control of health hazards in the workplace. •It involves assessing the potential health risks faced by employees, differentiating between acceptable and unacceptable exposures and then controlling the unacceptable exposures. •Some areas covered by IH—lead exposure, asbestos exposure, noise exposure.
18	Measures and targets	<ul style="list-style-type: none"> •This component requires that appropriate goals and measures be in place to ensure excellent safety performance.
19	Knowledge	<ul style="list-style-type: none"> •This component provides standards for imparting knowledge that is crucial to employees performing their work in a safe and healthy manner and to the creation of a total safety culture.