Leadership Fundamentals Of OHS Management System

Quick Reference Card

manufacturing Safety Alliance of BC

What Are The Basic Principles Of OHS?

- All incidents are preventable
- Occupational Health and Safety is an ethical responsibility
- Occupational Health and Safety is good business
- Occupational Health and Safety is a shared responsibility
- Occupational Health and Safety is a culture
- Occupational health and safety objectives and goals
- Occupational Health and Safety is universal

What Is An Occupational Health & Safety Program?

An Occupational Health and Safety (OHS) program is a system to manage health and safety issues in the workplace. It is intended to prevent injury or illness to people and damage to property or the environment.

BC Laws

In BC, there are two major pieces of law, which govern occupational health and safety:

- Workers Compensation Act (WCA)
- Occupational Health & Safety Regulation (OHSR)

OHS Due Diligence

Due diligence is defined as taking all reasonable care to protect the well-being of employees or co-workers.

3 Priority Factors of Due Diligence:

1. Unpredictable (Foreseeability)
2. Preventability
3. Control

Best defense? – Prevention.

OHS Management Principles

The health and safety program is built on certain management principles.

1. Management Commitment
2. Leadership
3. Assigned responsibilities and accountabilities at all levels of the organization
4. Worker Involvement

Management /Owner Commitment

The first element of an Occupational Health and Safety program is management commitment. Small employers should have the following:

1. Health and safety policy
2. Communication of policy to employees
3. Defined roles and responsibilities for managers, supervisors, workers and others

Health & Safety Policy

The health and safety policy statement is a cornerstone of the health and safety program because it illustrates the commitment of the employer.

Responsibilities and Accountabilities

In a successful health and safety program everyone in the organization has assigned responsibilities. The employer has the *ultimate* responsibility for the safety of the workers. The employer must provide the resources to develop and maintain the OHS program.

Communications

Effective communication ensures that information is exchanged between all levels in the organization. This can be accomplished through meetings, newsletters, inspection reports, bulletin boards, personal evaluations, etc.

Annual Objectives

Achievable health and safety goals and objectives should be set annually; action plans developed and implemented, results communicated to employees.

Worker Health & Safety Representative

Part 3, Division 4, Section 139 of the WCA requires workplaces with at least 9 workers and less than 20 workers regularly employed to have a WHSR elected from those workers who do not exercise managerial functions at that workplace.

Hazard Identification & Control

The company understands that effective training is the cornerstone to a safe and productive worksite. The employer is responsible for ensuring that a training program is developed and resources available for all employees to be trained to complete their tasks safely. The employer is responsible for annually reviewing the training program.

Hazard Classes

- Physical
- Chemical
- Biological
- Psychosocial

Mobile Equipment

Mobile equipment is defined in BC regulation as a wheeled or tracked vehicle which is engine or motor powered, together with attached or towed equipment, but not a vehicle operated on fixed rails or tracks.

Confined Space Entry

Confined spaces are found in most manufacturing operations; tanks, vats, process vessels, silos and storage bins.

Radiation

Any workplace that has a radiation source on site must develop a radiation protection program to ensure the health and safety of workers and others.

Lockout/De-energization

Manufacturing operations use equipment that is powered by or contains a hazardous energy source such as electrical, mechanical, hydraulic, pneumatic, chemical, and thermal. During repair or maintenance processes an unexpected release of energy could injure or kill.

Hot Work

Hot work refers to any operation or task that produces a heat source that could injure a worker or source of ignition that could result in fire and/or explosion.

Hearing Conservation

Assessment of noise levels within the workplace including specific tasks, which pose a high risk of excessive noise exposure.

Working at Heights

If an operation involves tasks with a risk of falling from a height of 3m or more or a fall of less than 3m where anything more than a flat surface impact injury could occur then a fall protection program is required.

Industrial Process Safety Monitoring

If toxic gases are used for refrigeration (ammonia) or for treatment of materials such as disinfection (ozone) then an exposure control program is required to minimize worker exposure.

Musculoskeletal Injury Prevention

MSI is a common workplace injury and the leading type of injury in the manufacturing, and food processing sector. These injuries are often caused by physical factors such as repetition, force, duration, posture and local contact stresses along with workstation and tool design, materials handled, work organization and environmental conditions.

Hazard Rating System

A. A condition or practice likely to cause permanent disability or death; or extensive damage to property or the environment. Stop work and implement adequate controls prior to work resumption.

B. A condition or practice likely to cause serious disabling injury or illness; or disruptive localized property or environmental damage. Work process may continue as long as no worker is exposed to hazard, correct deficiency as soon as possible. Monitor situation until corrective action completed.

C. A condition or practice likely to cause minor, non-disabling injury or illness; or non-disruptive property or environmental damage. Correct deficiency as soon as possible, but not an emergency situation.

Incidents; What are the Causes?

Unsafe Conditions: The actual physical conditions found in the work environment, items such as an uneven walking surface, and a power tool with damaged plug or an extremely loud compressor.

Unsafe Acts: The actions of individuals which may include failure to follow a procedure, failure to have a power tool serviced regularly, failure to properly train a worker.