



Weekly Safety Briefings

Week 1 – January 2-10, 2020
Happy New Year! Kickoff

Happy New Year! As we kick off the New Year, now is the best time to have an open discussion on why safety is so important to you. This week we have extended our safety topic to cover two days after New Year's Day, and to discuss this year's safety day kickoff topic at EnPro Industries, the difference and impact of what a **SafetyMyVoice** is versus a Safety Share.

This week we will discuss ways to keep our workplace safe by caring and sharing with our coworkers, keeping up with inspections, and sharing our safety resolutions with our coworkers.

Thursday – SafetyMyVoice

So what's the difference between **SafetyMyVoice** versus a Safety Share? **SafetyMyVoice** is a personal story that helps you to transmit to others why safety is important to you. It's something that you or someone close to you experienced that altered your thinking of safety. When sharing your story with others it is important to describe how it impacted you and how it made you feel emotionally. When telling your story to others it is important that people listen with respect. **SafetyMyVoice** is not an open discussion, it's for listening and to learn from each other. Have you shared your **SafetyMyVoice** with your peers?

Friday- Safety Share

So now that we have reviewed what a **SafetyMyVoice** is, today we are going to discuss what a Safety Share is and how it's different from **SafetyMyVoice**. A Safety Share is not a personal story or experience, it's more of a general safety story that you heard about or witnessed. Safety Share is an open discussion, very much like the safety brief you are reading out loud right now. Here are a couple Safety Share examples:

- "I saw somebody step out into the street and get hit by a car by crossing against the light. Please make sure you look both ways before crossing the street."
- "There have been numerous slips, trips, and falls this past year, please be sure to look for fall hazards around you."

Monday – New Year's Resolution

Do you have a safety resolution set for 2020? Most resolutions don't make it past February, but try to keep these tips in mind when setting your goals for workplace safety.

- Always start with small achievable goals rather than large unachievable ones.
- The same idea applies to behavior, make one behavior change at a time and focus in on the actions that will most likely contribute to the unsafe practices.
- Goals and resolutions are more likely to happen when you talk about them. Effectively communicate what your goal is and how you plan on achieving it. This is why safety action teams work well. Setting goals and putting a plan in place to achieve those goals.



Tuesday - Caring and Sharing

Our behavior based safety system called **SafetyFirst** has four training modules, and the fourth module discusses ways employees care, share, learn from each other. It's a continuous improvement process when everyone works together and ties into a culture of building your own workplace. Whether you're a manager, supervisor or an employee, anyone should be able to warn someone to be safe. It is so important to look out for one another's safety and is a true sign of a dedicated working environment. Here are some questions to think about when it comes to keeping your coworker safe:

- Have you approached a coworker on safety and are you willing to?
- Have you guided a coworker on the safe way to complete a task?
- Are you afraid of confrontation? If so is their safety worth that fear?

Wednesday – Annual Inspections – Facility

Keep your checklist of mandatory inspections on hand but adding other inspections will help facilitate a safer workplace. Inspections that are mandatory include fire extinguishers/hoses, cranes and lifting devices such as slings, emissions equipment, machine guarding and forklifts.

Here are a few other facility inspections you can include to help create a safer workplace such as housekeeping, 5-S, emergency lighting and exit routes, preventative maintenance routines, ladders and stairs, electrical panel obstruction and general safety.

Thursday – Inspections – Forklifts

Did you know that forklifts are the most dangerous piece of equipment in general industry? Most of the injuries that occur on forklifts are due to improper use, faulty conditions or poor maintenance. When it comes to forklift compliance, inspections and training are the two most critical items to track.

- **Inspections:** OSHA requires pre-operation inspections (1910.178(q)(7)).
 - Keep a record of pre-op examinations for critical items such as:
 - Tires: no significant damage and all lugs are present on all wheels
 - Warning devices: all working properly such as horns and lights
 - Lifting mechanisms: free from deficiencies
 - Seat and seat belt: present and working properly
 - Power: properly maintained, such as fluids for LPG engines, and batteries kept in working order
 - All brakes: working properly
- **Training:** the most important thing when it comes to forklift safety; operator competency can significantly impact your safety record.
 - Review periodically operator needs for training and ensure the required refresher evaluation is done every 3 years



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- Have a skill matrix for your operators on which equipment they are authorized to operate
 - All equipment will require competency training to see who can operate what

Friday – Free Speech Friday: What’s Your New Year’s Safety Resolution?

It is good practice to start your new year with making safety resolutions and communicating it to others. Go around the room and discuss how you are going to resolve to make your workplace safer, and what will you do to ensure your resolution sticks?