

Self Assessment Guide for a Great Safety Culture

Overview:

Safety culture is an intrinsic part of organization culture. Safety culture refers to the shared values, beliefs, and attitudes that influence safety behaviors. Leadership practices and behaviors shape safety culture. Thus, organization leaders must own the safety culture and understand how safety culture impacts safety performance. When leaders take responsibility for safety, in much the same way they do for other mission-critical areas such as cost, quality, productivity and service improved safety results will be achieved. Leaders by taking visible action set the vision, direction, expectations, processes and practices that drive both the safety culture and effective safety management systems to ensure employees are engaged in pursuing safe behaviors and reducing exposure to injuries.

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Attributes of a Great Safety Culture

Organization Leadership:		
Evaluation	#	Attributes
	1	Top leadership visibly demonstrates involvement by:
	1.a	Establishing and communicating a vision and direction for improving safety performance.
	1.b	Setting and communicating expectations
	1.c	Monitoring and ensuring follow through on planned initiatives
	1.d	Providing support and feedback for ongoing safety performance
	2	Top leadership behaviors, actions, and decisions demonstrate that safety is a core value. <i>Core value implies a fundamental unwavering commitment to safety - as opposed to a priority based on immediate circumstances.</i>
	3	Leadership actions contribute to a positive workplace environment that allows for active employee input and participation, including reporting unsafe acts and conditions without fear of reprisal.
	5	Top leadership takes ownership for safety outcomes and the conditions, and processes that create those results.
	6	Top leadership provides oversight for the development, progress review, and implementation of safety improvement plans.
	7	Top leadership ensures expectations for safe performance are established and consistently aligned for all levels of the organization
	8	Top leadership is visible in the workplace and actively solicits employees input on safety issues and potential risks
	10	Top leadership sets clear guidelines and ensures consistent and fair application of discipline on safety issues.
	11	Employees trust that management will do the right thing.
	12	Top leadership regularly recognizes employees for their contribution and accomplishments.

5 - Exceeds, 4 - Satisfies All, 3 - Satisfies Most, 2 - Partially Satisfies, 1 - Fails to Satisfy Requirements

Front-line Supervisors:		
Evaluation	#	Attributes
	13	Front-line leaders' words, behaviors, actions, and decisions demonstrate that safety is a core value.
	14	Front-line leaders regularly provide positive and constructive feedback to employees on their actions concerning safety.
	15	Front-line leaders allow for and promote effective two-way communication with employees.
	16	Front-line leaders are in the field on a regular basis providing active coaching
	17	Front-line leaders actively participate and ensure effective application of safety program elements including safety meetings, incident investigations, safety assessments, training, and safety recognition.
	18	Front line leaders ensure that safety rules and procedures are effective, understood, and consistently applied.
	19	Front-line leaders' behaviors encourage a positive workplace environment so that employee can openly report injuries, accidents, and unsafe acts and conditions for lessons learned and prevention.
	4	Front-line leaders take action and follow up when employees express safety concerns, problems, or meaningful ideas.
	20	Front-line leaders set and communicate clear expectations.
	21	Front-line leaders work to resolve problems and remove barriers that may hinder safety performance.
	22	Front-line leaders treat people fairly and model the behaviors they expect in their employees.
	23	Front-line leaders actively listen and engage employees to freely discuss safety concerns.
	24	Employees' trust and respect front-line leaders.

5 - Exceeds, 4 - Satisfies All, 3 - Satisfies Most, 2 - Partially Satisfies, 1 - Fails to Satisfy Requirements

Employees and Teamwork:		
Evaluation	#	Attributes
	25	Employees work well together and get along.
	26	Employees support each other to get the job done safely.
	27	Employees are comfortable approaching a co-worker on unsafe acts or conditions.
	28	Employees readily accept and appreciate candid feedback on their safety performance from their co-workers and supervisors
	29	Work areas and/or departments share information and ideas to mutually resolve problems towards the achievement of safety improvement.
	30	Strong teamwork and commitment exists for achieving safety improvement.
	31	Employees can express their ideas openly and honestly, and trust that they will be heard.
	32	Employees treat each with respect.
	33	Employees feel the organization values their work contributions and accomplishments.
	34	Employees feel that they are treated fairly.
	35	Employees are motivated to actively participate and contribute ideas for improving safety performance.
	36	Employees take ownership for their actions towards safety.

5 - Exceeds, 4 - Satisfies All, 3 - Satisfies Most, 2 - Partially Satisfies, 1 - Fails to Satisfy Requirements

Organization:		
Evaluation	#	Attributes
	37	The organization recognizes safety as a critical element to organization success
	38	The organization provides the same level of focus on safety as the other critical performing areas of cost, service, quality and reliability.
	39	The organization is committed to achieving safety excellence through a process of engagement, planning, risk assessment, coaching, and the development of safety improvement plans
	40	The organization incorporates safety in its Human Resource functions, including hiring and promotion practices, employee orientation, job performance evaluation, training, succession planning, employee recognition programs, etc.
	41	The organization effectively invests in training to develop existing and future leaders.
	42	The organization takes ownership on shaping a strong safety culture, by regularly assessing, and improving the organization culture.
	43	The organization constantly works to instill a zero injury mentality into its safety culture
	44	Actions and decisions reflect a fundamental and unwavering commitment to safety at all levels of the cooperative.

5 - Exceeds, 4 - Satisfies All, 3 - Satisfies Most, 2 - Partially Satisfies, 1 - Fails to Satisfy Requirements

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