

# Elements of a Successful Contractor Safety Program

## Unique Safety Programs

Studies have indicated that the best safety program is one that is tailored specifically to each contractor. No generic program can possibly encompass all of the uniqueness of you, your job site, employees, materials and equipment.

While you may have a generic safety program in mind or on paper, you must take into account the strengths and weaknesses of each new job.

Merely writing your safety program on paper is inadequate. What brings a successful, safe completion of the job at hand is the daily application of your safety program by all employees. Several elements that are present in a successful safety program have been identified below:

### Top Management Support and Direction

- Managers continually emphasize safety expectations to all team members and supervisors.
- Loss prevention activities are weighted the same by managers as estimating, scheduling and job production.
- Managers keep abreast of accident costs.
- Upper management enthusiastically supports safety activities such as meetings or training sessions.
- Upper and lower level management communicate the importance of safety by example. They are among the first to don safety gear and follow established safety procedures.

### Loss Control Organization

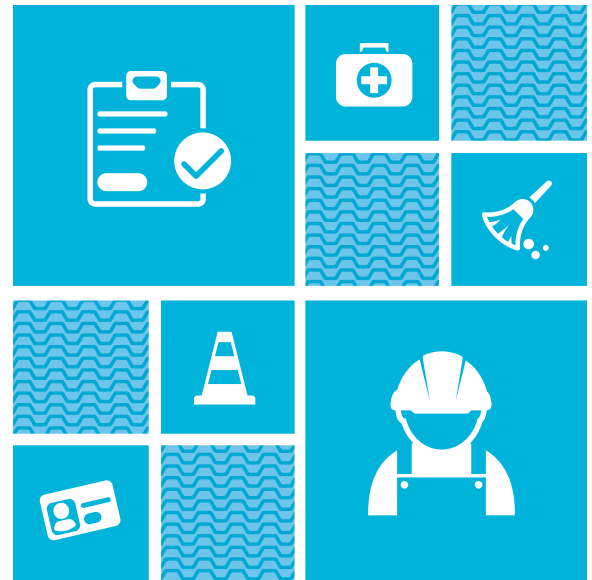
- Safety and loss control fall under line management jurisdiction.
- Even if a line manager is also the safety director, he is still responsible for his safety responsibilities.
- Ample time, funds and materials are supplied for safety training.

### Job Pre-Planning Operations

Ensure that pre-planning activities are given sufficient research. This will ensure that ample safety controls are employed, adequate personal safety gear is ready, and all team members are trained on how to complete the job in a safe manner.

### Control of Hazards and Exposures

Company standards establish the parameters of safe, proper worker behaviors. The company has also established standards for the physical requirements for various jobs.



### Job-site Inspection

- A self-inspection has been established and periodic completion is required.
- Deficiencies that the self-inspection uncovers should be corrected per the management plan. This also applies to any inspections conducted by outside agencies.

### Accident Investigation

Management should routinely study all after-accident investigations to reduce the chance of a repetition.

### Employee Training

- All newly-hired workers must be given an orientation, no matter their previous experience.
- Safety training should be job- and task-specific.
- Supervisors should receive safety training as well. Train the trainer.

*Continued on back*

## Occupational Health

Management should make sure that:

- Material Safety Data Sheets (MSDS) are readily accessible and adhered to. Identify possible dangers to worker health.
- Ample first aid and fire suppression equipment are accessible.
- A worker who has been trained and certified in first aid is available on each job site.
- Emergency procedures and phone numbers are prominently displayed or maintained by the supervisor.

## Fleet Accident Control Plan

- All operators of company-owned vehicles must possess and carry a valid state driver's license.
- Use of alcohol or other controlled substances is prohibited for drivers. Seat belt use is mandatory.

## Property Loss Control Plan

- Management will provide on-site security for the physical location and equipment. Security will be integrated with local police and fire departments.
- Ensure that a clean, uncluttered job site is maintained and tools are properly stored.

## Loss Control Audit

- An annual loss control review is necessary to determine program effectiveness.
- The review will incorporate the changes required by new regulations.

*Information contained in this publication was obtained from sources believed to be reliable. State Auto Insurance makes no representations or guarantee as to the correctness or sufficiency of any information contained herein, nor guarantees results based upon use of this information. State Auto Insurance disclaims all warranties expressed or implied regarding merchantability, fitness for use and fitness for a particular purpose. State Auto Insurance does not warrant that reliance upon this document will prevent accident and losses or satisfy federal, state and local codes, ordinances and regulations. The reader assumes entire risk as to use of this information. Further, this document does not amend, or otherwise affect the terms, conditions or coverage of any insurance policy issued by State Auto Insurance.*

Corporate Headquarters  
518 East Broad Street, Columbus, Ohio 43215

800-444-9950 ext. 4837  
614-464-5000

AskRiskEngineering@StateAuto.com  
StateAuto.com