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Mines and Aggregates
Safety and Health
Association



OFSWA
Ontario Forestry Safe Workplace Association
Partners on the Road to Zero



PPHSA
Pulp and Paper Health and Safety Association

The Safety Groups Incentive Program

How can it benefit your firm?

Tom Welton, CRSP
Manager of Field Services – Forestry
Workplace Safety North

Safety Groups Program History



- **WSIB launched three year trial in 2000 (OFSWA an initial sponsor)**
- **BoD approved as an ongoing WSIB program in July 2002**
- **Program grew from 9 groups in 2000 to 42 in 2009**
- **Health and Safety system partners are heavily involved in this program**
- **Employer participation levels grew from 450 in 2000 to approximately 4,000 workplaces in 2009**
- **Representation from all business sectors with a greater participation level from higher-risk rates groups**

Safety Groups Program Objectives



- Prevention initiative to help eliminate workplace injuries, illnesses and fatalities
- Collective approach to health & safety through networking
- Success achieved through pooling of resources, mentoring and sharing of best practices
- Utilize the 5-step Health & Safety Management System
- Incentive to develop sustainable health & safety programs
- Rewards are demonstrated through achievements in health & safety
- Potential WSIB premium rebate with no surcharge

To Join Safety Groups

A firm must:

- ☑ Have Owner/Senior Management commit to participate in the Program
- ☑ Be a Schedule 1 firm paying WSIB premiums
- ☑ Be in good standing with the WSIB without charges or convictions under the WSIA
- ☑ Committed to participate for at least one full year
- ☑ Be in only one Safety Group at a time
- ☑ Not be a current participant of SCIP or Accreditation

Participant Requirements



- ☑ Complete Workplace Assessment & Action Plan
- ☑ Implement/Improve elements of your health & safety program
- ☑ Report Progress & Achievement to Sponsor
- ☑ Attend Safety Group general meetings
- ☑ Provide and accept health & safety mentoring, networking and sharing of best practices
- ☑ Participate in validation audit if selected

5-Steps to Managing Health & Safety

**Acknowledge Success
&
Make Improvements**

5

1

**Written
Standard**

**Safety
Groups**
There's Safety
in Numbers

Evaluate

4

2

Communication

3

Training

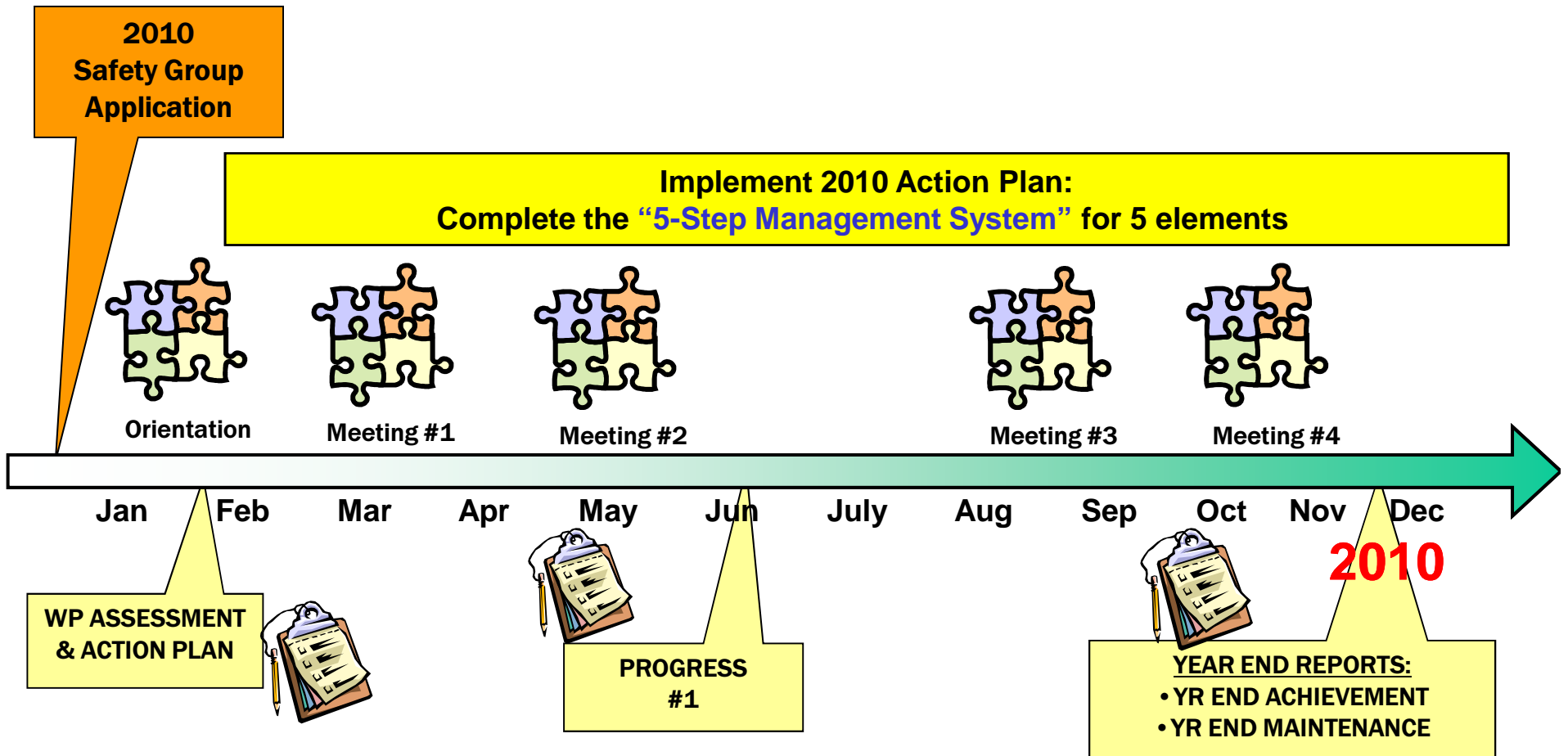
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2010 Program Year



2010 Rebate Formula



GROUP REBATE

6%
Max.

Achievement

up to
4%

+

Performance

up to
1%

+

up to
1%

*Based on Group premiums paid

For successful program implementation

For improvements to LTI frequency rate

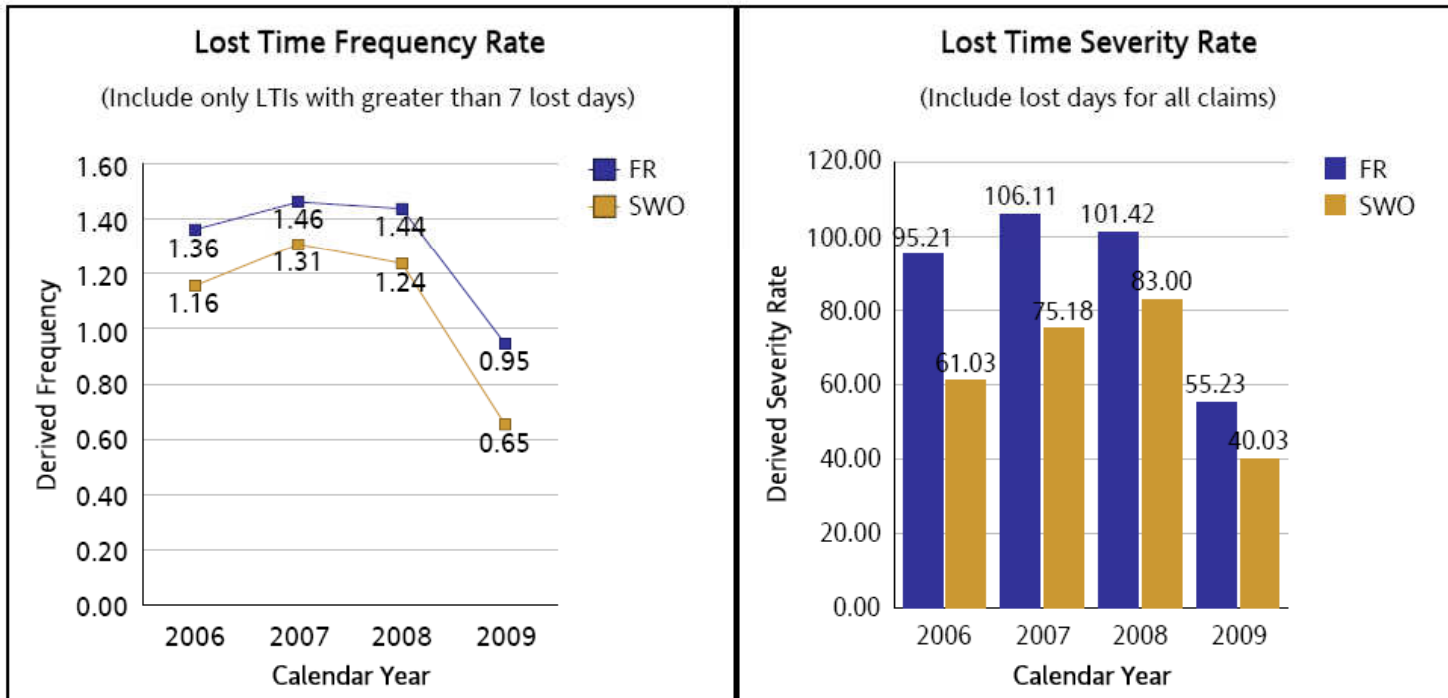
For improvements to severity rate

SGP Firms Reduce Injuries



ENTERPRISE INFORMATION WAREHOUSE AS END OF: December 2009

2009 SWO REPORT CARD



■ *-Forestry without Safety Groups
■ *SWO Safety Group Forestry Firms

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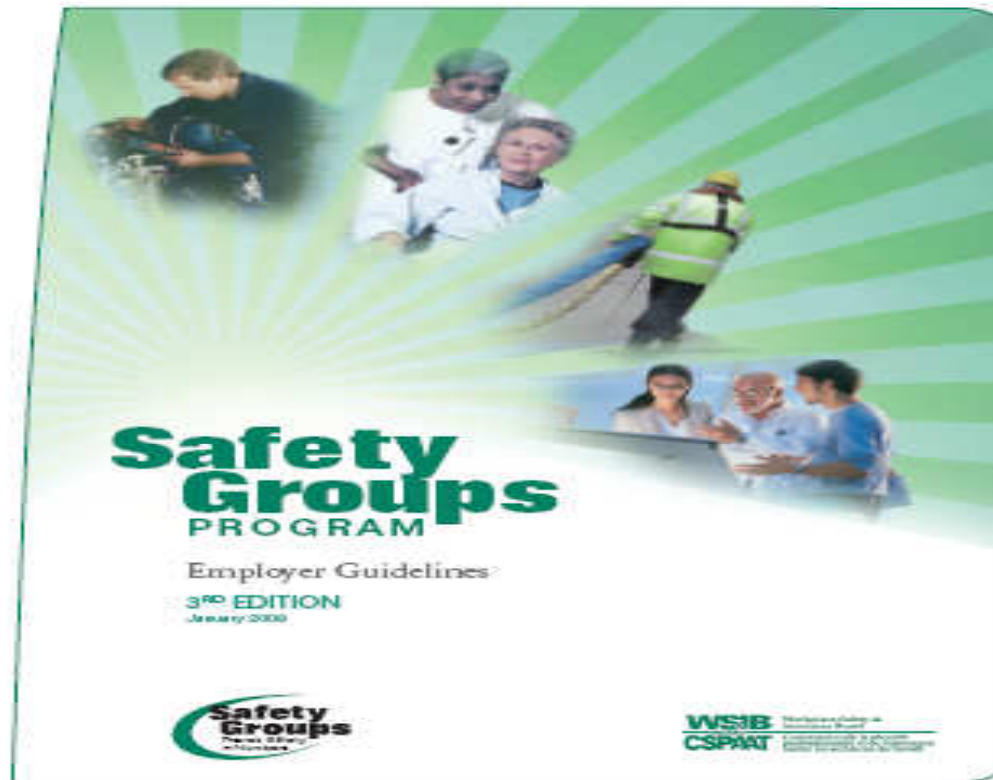


Safety Groups Program – Incentives Earned

Program Year	Incentive Paid	Amount	NUMBER OF FIRMS
2006	Oct 2007	\$930,054	122
2007	Oct 2008	\$1.02 million	114
2008	Oct 2009	\$224,907	84

- From 2000 to 2008 the rebate for our group was \$9,589,470.00

Getting Started



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Getting Started: Workplace Assessment

EMPLOYER GUIDELINES

- Identifies the strengths and weaknesses of a firm's health & safety program
- Self-assessment at start of year and end of year
- 3 assessment tool options:
 - Element Requirement Chart – pg 20
 - SG Workplace Assessment – pg 49
 - Your industry or workplace specific assessment tool
- Identifies the selection of 5 elements for the Action Plan
- Reviewed during Validation Audit

Page 49 – Employer Guidelines

Safety Groups Program Workplace Assessment

Name of Safety Group: _____

Firm Owner/Manager Name: _____

Firm Name: _____

WSIB Firm No: _____

WSIB Account No: _____

Firm Safety Group Contact: _____

Workplace Assessment Completed By: _____

A. Leadership

Y: Stop completed
 N: Stop not completed
 M: Previously completed element maintained this year

	Start of Program	End of Year 1	End of Year 2	End of Year 3	End of Year 4	End of Year 5	Action Plan Element (year)
1. HEALTH AND SAFETY POLICY							
A standard has been set.							
The standard has been communicated.							
Appropriate people have been trained.							
An evaluation has been completed or a plan developed.							
Improvements have been made and acknowledgements given.							
2. SETTING HEALTH AND SAFETY OBJECTIVES							
A standard has been set.							
The standard has been communicated.							
Appropriate people have been trained.							

Getting Started: Action Plan



Each firm must select and implement 5 Safety Group Program Elements from their Workplace Assessment:

- *Each firm must select the Group element:*
- *Each firm must select a Return to Work element*
- *Each firm must select a Leadership element (category A)*
- *Each firm must select an Organization element (category B) OR Hazard Recognition & Assessment element (category C)*
- *Each firm will select the last element from any category*



Page 73 – Employer Guidelines

Getting Started – SG Program Elements

- The Element Requirement Chart (starting on page 20) provides minimum requirements and will be used during the Validation Audit process.
- Firms will be measured against the Requirement Chart.
- Most elements include resources to assist in the development of the standard. They are for reference only.



Step 1 - Set Standards



- Written statements outlining H&S expectations and policies
- **Employer Guidelines** - page 9
 - **policy statements** - management's expectations and policies about health & safety
 - **procedures** - step by step instructions for particular tasks or processes
 - **safe work procedures** - written directions that include health & safety in the work processes
- Include the points in the “Element Requirement Chart” – page 17
- Meet minimum legal requirements
- Current date and signed



Standards should answer the 5 W's and How

Step 2 - Communicate



- General awareness of H&S elements
- Ensure that everyone knows and understands what is expected of them and what they can expect of others
- Many different ways to communicate:
 - staff meetings
 - safety talks
 - print or electronic notices – memos, newsletters, e-mails
 - Posters/notices
 - Payroll stuffer



Maintain records of how you communicated each element

Page 11 - Employers' Guidelines

Step 3 - Train



- Managers, supervisors and workers attain the knowledge and skill to work safely
- Appropriate to their job duties and workplace
- Various training methods:
 - During orientation training
 - Planned training sessions for specific staff
 - Demonstrations by supervisors
 - Observing another co-worker (mentoring or buddy system)



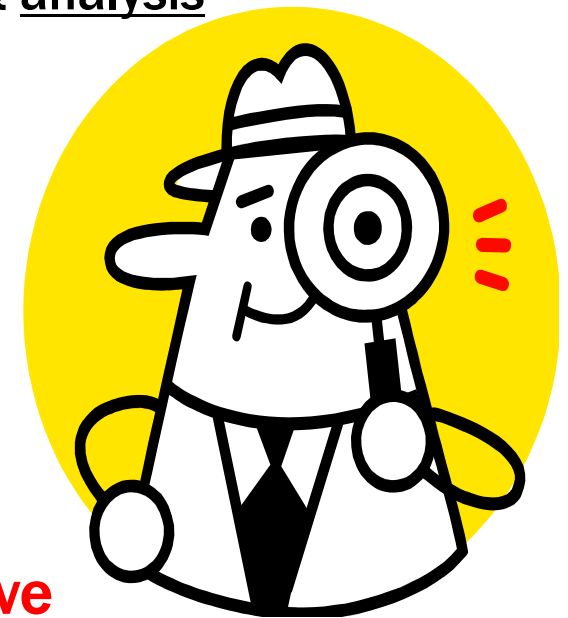
Training records/certificates required for each element

Page 12 - Employers' Guidelines

Step 4 - Evaluate



- Are your Safety Group standards working? How do you know?
- Compare actual workplace activities to your written health & safety standards and expectations
- Is the standard working and achieving the desired result?
- Keep track and document your evaluation process & analysis
- There are many different ways to evaluate:
 - Analysis of observations/inspections/plant or job-site audits
 - Survey of employees – interviews or questionnaire
 - Statistical review & analysis - i.e. WSIB information
 - Review and analysis by JHSC
 - Management review and analysis
 - Third party assessment and analysis



Credit given even if evaluation outcome is negative

Page 14 - Employers' Guidelines

Step 5 - Acknowledge Success and/or Make Improvements



Based on results of your Evaluation:

- recognize everyone who contributed to successful accident prevention activities by meeting and surpassing company standards
 - performance evaluations, letter/memo from president, health & safety awards, public recognition - i.e. coffee & donuts for JHSC and/or employees, staff meeting, banquet, newsletter article, bulletin board display
- Develop an action plan to make changes and improvements where needed



Page 16 - Employers' Guidelines

Review of the 5 Steps



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Are written standards needed?



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Effective Communication?



Employee Training complete?



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Evaluation – Are Safety standards being followed?



Acknowledge Success - Safely



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Year-End Requirements



- Complete *Year-end Achievement Report* and submit to sponsor by due date
 - have verification documentation available
- Complete/update your **Workplace Assessment**
- **10% of Safety Group participants receive Validation Audits** starting in March of the following year

Future Directions



1. Raise awareness towards the benefits of participating in the Safety Groups program
2. Promote the advantages of participating in a multi-sector community based Safety Group locally in the North
3. A goal of having Safety Groups grow to improve community based health and safety resource awareness
4. Provide greater access and exposure to WSN as a resource



Questions?



For further information:

www.safetygroups.ca

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