Supervisor Safety Leadership TOOLKIT: Injury Prevention

A compilation of supervisor safety leadership tools for effectively implementing an employee Injury and Illness Prevention Program (IIPP) and using effective injury & illness prevention TOOLS for complying with safety rules & regulations, insuring employee safety and health and reducing costs associated with injuries & illnesses.

Injury Prevention Plan- Supervisor Safety Leadership Toolkit

- **TOOL #1: Injury Prevention: Understanding the reasons; Legal, Employee Safety and health and economic:**
  - **Best Safety Practice #1: Legal/Regulatory requirements, employee safety/health, & economic impacts** [1]
    - (Cal OSHA rules, EH&S Policies & Procedures, HELP: Who's your DSC and other UC Davis Safety Organizations, Workers Compensation costs, Handling Employee Return to Work (RTW) and Injury Investigation and Government on-site inspection rules)

- **TOOL #2: Top Management commitment**
  - **Best Safety Practice #2 - Top Management Commitment** [2]
  - (DRAFT "Chancellors Principles of Safety": Vision, Mission, Values, Leadership for culture change)

- **TOOL #3: Leadership: Coaching, Motivating and Intervening**
  - **Best Safety Practice #3: Coaching, Motivating and Intervening with employees** [3]

- **TOOL #4: Employee behavior and wellness**
  - Temporarily removed for editing (Sept. 11, 2019)
  - **Best Safety Practice #4: Influencing employee behavior and wellness**
  - Training employees on Personal Risk Management: Critical error-to-state awareness

- **TOOL #5: Injury Prevention: Identifying ‘leading indicators’**
  - **Best Safety Practice #5: Identifying ‘leading injury indicators’** [4]

- **TOOL #6: “Injury Reduction Plans” (IIPP)**
  - **Best Safety Practice #6: Developing Injury Reduction & Prevention Plans**
  - **EXAMPLE: Injury Prevention Plan** [6]: Develop annually with safety committee & supervisors; review progress quarterly
  - **EXAMPLE: Hazard Assessment Inspection form** [7]: Part of an Injury Reduction Plan; conduct periodic inspections (i.e. quarterly)
  - **EXAMPLE: Hazard Identification checklist** [8]: a brief listing of hazards while conducting safety inspections
  - **EXAMPLE: Office Safety Inspection form** [9]: used for periodic (recommended quarterly) inspection of office areas

- **TOOL #7: Written safety rules: Developing, Communicating, and Enforcing**
  - **Best Safety Practice #7:**
  - Developing, distributing & communicating “Written Safety rules:

- **TOOL #8: Training: Establishing needs and frequency**
  - **Best Safety Practice #8:** Establishing training needs, frequency and monitoring training completion

- **TOOL #9: Establishing Personal Protective Equipment (PPE) requirements**
  - **Best Safety Practice #9:** Establishing and Communicating Personal Protective Equipment (PPE) requirements
  - **EXAMPLE PPE Matrix:** Establish, post and communicate in employee training

- **TOOL #10: Employee Empowerment: “Personal Risk Management”**
  - **Best Safety Practice #10:** Training Employees on managing their personal risk
TOOL #11: Developing Effective Safety Committees

TOOL #12: Creating and Maintaining Injury Prevention & Safety Awareness

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More information

Related content
1. Injury Prevention
2. Injury & Illness Prevention Program (IIPP)

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