Behavior Based Safety Program

Goals:

1. **To encourage active employee participation in our safety program**
2. **To encourage safe behaviors and discourage unsafe behaviors on an individual employee basis as well as work units/departments**

How we will achieve goals:

- Employee motivation, peer recognition and creating employee based audits/observations of safety behaviors

When will recognition be given:

- Once per month across all campus units.

How will employee/unit be selected:

- Employee's can be nominated by peers, supervisors, Safety Committee or Safety Officer. An employee who best represents an active, positive impact on our health and safety program will be selected for "Employee Safety Recognition".

- A unit or department may be selected and recognized for it's outstanding efforts at integrating safety procedures or improving it's safety performance. Performance may be measured by observation, formal audit results and/or workers compensation accident claim data.

Note: ***Everyone has clear responsibility for safety and is expected to practice the "highest degree of safety". This program is designed to help us change behaviors so that safety becomes part of the standard operating procedure and is widely valued across all campus units. It is designed as a motivational tool to get employee's "involved". Data and information on units that need to improve will be provided and communicated so that everyone has a clear understanding of challenges we need to overcome.***

Behavior Guidelines:

Positive Safety Behaviors

Changing the way you usually do your job to a safer method
Reminding co-workers about taking safety precautions
Consistently wearing your personal protective equipment
Consistently using safety program procedures
Reminding co-workers that they should be wearing personal protective equipment – motivating them
Providing feedback to supervisors that some employee's are not following safety procedures or wearing their personal protective equipment.

Negative Safety Behaviors

Not wearing personal protective equipment or using general safety equipment
Not following safety procedures/programs [welding procedures, lockout-tagout, tractor safety, ladder safety]. Taking shortcuts.
These behaviors are considered unacceptable and are not fair to rest of the department. They reflect negatively on the department as a whole.

Recognition Guidelines:

- A safety recognition certificate will be presented to the employee/unit at a group meeting to celebrate and recognize their contributions to the safety program. The certificate should be mounted in a bulletin board area for department wide recognition.
- A lunch certificate may be awarded to an employee to have a lunch meeting with the campus safety officer.
- Departmental recognition as appropriate.
- Supervisors/managers should make special note of and recognize the employee/unit at a departmental/group meeting.
- At the end of each calendar year a special lunch celebration may be arranged with all nominated employees, safety officer, department directors to recognize our safety program accomplishments in creating a safer work environment at Southwestern University.

Record of Safety Recognition

Employee/Department	Nominated/Selected By/For	Date
Johnny Macias	Peers – overhead hazards, lighting in mech. rms. Positive role model for safety program Recognition certificate, lunch w/so.	10/8/01