





Formal Safety Program


State Meetings
2017



Written safety programs


- **Why do gins need a safety program**
- **Basic moral responsibility**
 - Do not want friend, relative, or coworker to be injured
- **Economics**
 - Reducing accidents reduces workers compensation rates
 - An investment in safety, reduces overall costs to a gin operation







Formal Safety Program

- **A good written safety program must have input and commitment from management and employees**
- **Sample programs and assistance can come from**
 - Regional Gin Assoc.
 - National Cotton Ginners
 - OSHA
- **One program does not fit all**
 - Programs must be matched to individual gin operations









Elements


- Management Leadership
- Worker Participation
- Hazard Identification and Assessment
- Hazard Prevention and Control
- Education and Training
- Program Evaluation and Improvement
- Account for Multi-Employer Situations






Management Leadership


- Safety Starts at the Top
- Attitude of General Manager and Ownership Critical
- Middle Management keys to keeping it all together
- LEAD BY EXAMPLE
- Managers can't do it alone – team effort
- Supervisors will need to help in the key elements






Worker Participation

- Lower level employees and in particular Seasonal employees need to take ownership of this program
- They need to understand that this is being done to help them
- They need to feel their input is welcome
- Barriers to their participation need to be identified and removed.




Hazard Identification and Assessment

- Procedures in place to identify the hazards in the gin
- Develop specific procedures to handle those hazards
- How are the hazards handled? Will they be guarded, do they need locked out?
- Think about off-season and non-routine tasks.
- What about in an emergency (fire etc)
- List them




Hazard Identification

- Periodic Inspections
- Get new eyes such as Association, Insurance inspector etc.
- If something new is identified, have a procedure to handle that.




Hazard Prevention and Control

- Now that hazards are identified how are they controlled? Training? Rules? Procedures?
- Controls go in a hierarchy of Engineering, safe work practices (procedures), RULES, PPE
- If the hazards aren't currently controlled, interim measures developed
- If non-routine tasks, how to handle those?




Education and Training

- Written Rules
- OSHA Says gin hand must be trained AT LEAST annually on safety
- How are new employees getting trained?
- Written procedures if necessary
- If it didn't happen on paper, it didn't happen.
- Education of hazards key to having employees understand the risks.




Program Evaluation and Improvement

- Develop a Safety Committee or small group to evaluate the program.
- All levels of employment should be involved
- Look at the effectiveness each year and write up steps to make improvements.
- Evaluate if those goals were met the next year.
- Continued improvement is the goal
- Accident Investigation and Analysis



Accident Investigation

- Sometimes you need to make your program reactive rather than proactive
- All accidents should be investigated.
- Learn from the mistakes.
- Ask Why.....



Multi-Employer Worksite

- Contractors
- Temp Workers
- How are the hazards and procedures in the gin communicated to contractors?
- How are their hazards communicated to your employees?

