

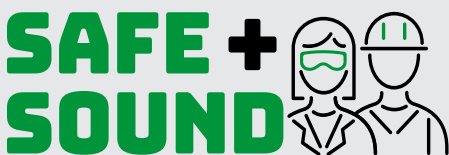
## Management Leadership



### WHAT IS MANAGEMENT LEADERSHIP?

An organization's management provides the leadership, vision, and resources needed to implement an effective safety and health program. Management leadership means that business owners, managers, and supervisors commit to:

- Making worker safety and health a core organizational value;
- Eliminating hazards, protecting workers, and continuously improving workplace safety and health;
- Providing sufficient resources to implement and maintain the safety and health program;
- Visibly demonstrate and communicate their safety and health commitment to workers and others.



**Safe + Sound** is a year-round campaign to encourage every workplace to have a safety and health program. This nationwide effort raises awareness of the value of workplace safety and health programs, which can improve businesses' safety and health performance, save money, and improve competitiveness.

For the latest news and information visit [www.osha.gov/safeandsound](http://www.osha.gov/safeandsound).

# WHAT CAN YOU DO?

## Deliver a Safety and Health Message

Share your commitment to safety and health with workers on a regular basis. Including additional information on safety and health topics that are particularly relevant to your workplace may help to make this message more personal. Take the following steps to show your leadership:

**Send a digital message:** Send an email blast, write a column in your company newsletter, or produce a video about your commitment to safety and health. Messages could:

- Share why safety is important to you;
- Show how injury and illness prevention is tied to organizational goals and values;
- Recognize workers for their safety and health efforts and participation;
- Report the outcomes of analysis and action taken to address identified concerns or hazards;
- Highlight upcoming investments in safety and health.

**Post a visible message:** Display flyers or posters in break rooms, restrooms, and other common areas to deliver your safety message. You can use graphics along with short statements to highlight safety and health goals and strategies and demonstrate that worker safety and health is an organizational priority.

## Establish a Visible Presence

Because workers take their cues from leadership, it's important that all leaders throughout an organization show a visible commitment to safety and health. Take the following steps to set the tone for a safe workplace:

**Walk the floor:** Regularly walk a different work area and make safety part of your daily conversations with workers. During your walk, observe what is happening, talk directly with your workers about safety, and keep an open mind about what they say and suggestions that they have for safety and health improvements. You can also take a moment

to remind workers about your organization's safety policies and reporting procedures. This is an opportunity for you to learn from your workers and show them that you care about their safety.

**Highlight safety successes:** Recognize workers when they meet or exceed safety and health goals (e.g., reporting close calls/near misses, attending non-mandatory training, conducting inspections). Provide on-the-spot recognition of safe practices or feature safe workers in company communications. Publicizing a safety success is a great way to show the organization what you value and it provides another opportunity to remind workers about your organization's safety policies and reporting procedures.

## Formalize and Publicize Your Commitment to Safety and Health

A formal commitment, clearly articulated to workers and outside your organization, helps ensure that safety and health are a priority. Take the following steps to show your leadership:

**Establish a written policy:** Create a clearly written policy that describes the organization's commitment to safety and health and sets goals. Gather input from workers and get it signed by top management. Communicate the policy to all existing workers and to new employees during orientation. Ensure enough resources are allocated to put the policy into practice.

**Get assistance from OSHA:** Promote your organization's commitment to safety by using OSHA's no-cost and confidential On-Site Consultation Program, where consultants from state agencies or universities can help you identify workplace hazards and establish and improve your safety and health program. More advanced organizations can consider joining OSHA's Voluntary Protection Program (VPP) or OSHA's Safety and Health Achievement Recognition Program (SHARP). VPP and SHARP businesses are models of workplace safety and health and enhance competitiveness and productivity with their safety commitment.

## Take Your Commitment to Safety and Health Beyond Your Organization

Keeping safety and health at the forefront of workers' minds is an important leadership goal in the workplace. Take the following steps to show your leadership:



## MAKE IT EFFECTIVE! 3 TIPS FOR MANAGEMENT LEADERSHIP

**Start at the top:** Have the highest-level executive/ leader/manager available take action (e.g., deliver the message, lead the meeting, walk the floor, or engage workers in discussions about setting safety and health program goals).

**Be Inclusive:** Ensure all shifts, buildings, and departments can participate. Make certain that workers at all levels of your organization can engage, regardless of skill level, status, or education.

**Make it personal:** Communicate the safety and health best practices senior managers have used first-hand, in the first person, or have them tell a story about how safety (or a lack of good hazard controls) has affected them personally, and why it's so important to them now.

## WHAT CAN YOU DO NEXT?

- Take Safe + Sound's ["Management Leadership Challenge"](#) and select the management leadership actions that work best for you.
- Read about ["Making Safety Personal"](#) and show your workers why safety and health programs matter to you.
- Review how to effectively identify hazards using Safe + Sound's ["Safety Walk- Arounds for Managers"](#).

**Collaborate with partners:** Let your partners know about your organization's commitment to safety and health, and learn more about what they are doing to keep workers safe. You could share a written pledge, policy, email, or article from the owner or top manager describing how the company established or maintains a safety and health program, and encourage others in your supply chain to do the same.

**Become a safety champion:** Share messages regarding safety with other organizations and lead by example. Encourage other organizations to learn about the value of an effective program.

- Consider mentoring a colleague at a supplier, customer, or related organization who is trying to get a fledging program underway.
- Join industry trade associations, local chambers of commerce, community organizations, local/ regional business groups, labor organizations, or safety groups to find similarly committed colleagues in your field to share experiences or establish relationships.

# SAFE + SOUND



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