

# 50 ways supervisors communicate safety

## Supervisors guide

Browse additional resources to help create and maintain a safe workplace at [saif.com/supervisorsguide](https://saif.com/supervisorsguide).

It's not just what you say, it is also what you do that communicates safety. Here are some ways your actions can speak volumes.

### Demonstrate leadership and grow a positive safety culture

1. Be sure that you follow the safety rules you are asking others to follow.
2. Do one-on-one safety coaching; offer to help address a safety issue.
3. Correct safety violations immediately.
4. Plan and budget for Personal Protective Equipment and other safety improvements.
5. Talk about safety expectations during job interviews.
6. Consistently correct unsafe behaviors.
7. Seek to understand root causes of all incidents or accidents.
8. Create safety goals (for example, increasing the number of job hazard analyses, observations, and safety meetings).
9. Include safety as a standing agenda item in every meeting.
10. Follow up on employee suggestions and keep a log of safety questions and responses.
11. Actively participate in and support the safety committee.
12. Be a safety advocate—communicate safety issues to upper management.
13. Make a big deal about safety improvements.

### Reduce hazards

14. Conduct job hazard analyses.
15. Complete accident investigations; identify all factors that caused the injury without placing blame.
16. Do frequent hazard inspections.
17. Invite an OSHA or a SAIF consultant into the organization to review your safety program.
18. Evaluate equipment for safety before purchasing; perform safety review prior to installation.
19. Conduct safety observations to ensure employees are using safety equipment and safe practices.
20. Stop to clean up a spill or mess.



21. Provide appropriate personal protective equipment (PPE) and ensure it fits or works for employees.
22. Label hazards.
23. Install and maintain guards on equipment.
24. Make ergonomic improvements (for example, install ergonomic mats and material-handling equipment).
25. Remove trip and slip hazards.
26. Maintain equipment (implement preventive maintenance schedule); remove old, unsafe equipment from service.
27. Use alternative, safer chemicals.
28. Minimize the chance for workplace violence.
29. Go beyond OSHA compliance.
30. Post weather warnings.
31. Install and rotate safety posters.

### Recognize safety performance

32. Make safety a part of employees' performance assessments (for example: contributions to the safety effort, safety leadership, use of PPE, and following safety rules).
33. Thank employees for using safe work practices and contributing to the safety improvement effort.
34. Recognize employees' contributions to the injury prevention effort at departmental or other meetings.
35. Provide incentives for doing safety-related activities and making safety improvements.
36. Post safety accomplishments in a visible location.
37. Encourage employees to thank each other for using safe work practices.

### Provide safety training

38. Hold frequent tailgate meetings.
39. Provide all-employee safety trainings.
40. Provide new employee orientation and on-the-job training
41. Have a guest speaker conduct training.
42. Send people to Oregon OSHA and SAIF employee trainings or use online training tools.
43. When possible, tie safety training to home, work, and play.

### Empower employees

44. Ensure employees from your group actively solicit input for and share information from the safety committee.
45. Develop employee skills; give employees opportunities to present tailgate and other safety trainings and learn new skills.
46. Implement peer-to-peer safety coaching.
47. Empower employees to stop unsafe work practices: use a "I've got your back" contract  
(English: [saif.com/S992a\\_b\\_c](https://saif.com/S992a_b_c))  
(Spanish: [saif.com/S992a\\_b\\_c\\_SP](https://saif.com/S992a_b_c_SP))
48. Provide a safety suggestion box or poster to record concerns, issues, and acknowledgements.
49. Involve employees in identifying safety improvements.
50. Take steps to ensure open, two-way communication.