

7 TIPS for an EFFECTIVE SAFETY COMMITTEE



Safety consultant Carl Potter and counterpart Richard Hawk – a veteran safety pro turned professional speaker – spoke with *Safety+Health* about ways to build more effective and enjoyable workplace safety committees. Their thoughts, as well as guidance from the National Safety Council, helped shape the following seven tips.



1 PUT PROGRESSION BEFORE PERFECTION AT THE START

When creating a safety committee, begin the process with immediate and long-term goals – but be careful about aiming too high initially.

2

EMBRACE VARIETY

Workplaces consist of employees with varied positions and backgrounds. Ensure your safety committee follows suit by including a mix of your organization's labor force and management.



3



DEVELOP A BASIC CURRICULUM

Provide training and materials to boost committee members' knowledge and recognition of workplace safety and health hazards, as well as ways to avoid and prevent them.

4

PLAN MEETINGS AHEAD OF TIME

Develop meeting agendas a few days in advance and distribute them so committee members can prepare.



5

MAINTAIN A REASONABLE ROTATION AMONG COMMITTEE MEMBERS

Consider the size of your organization and the committee when deciding the best rotation schematic.



6



DON'T BE BORING

Hawk champions the credo "Make Safety Fun," so he naturally offered several ideas on how to make this happen. Exercises before the traditional reading of minutes; using occasional guest speakers; and scheduling some meetings at a nearby restaurant, museum or park can help keep meetings from becoming boring.

7

OCCASIONALLY LOOK OUTWARD

Try to get in touch with other industries and see what they're doing outside of your field.



Safety Meetings For Health Care Workers

CH Cherryholmes



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