



employee **engagement**  
*matters (a lot!)*

**S A F E T Y   E D I T I O N**

Creating an  
**OSHA**  
**COMPLIANT**  
SAFETY  
INCENTIVE  
PROGRAM

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**A CHECKLIST**

# CREATING AN OSHA® COMPLIANT SAFETY INCENTIVE PROGRAM: A CHECKLIST

A comprehensive safety program is like a pie with many pieces. Eliminate any one piece and the pie is incomplete. Creating a proactive, behavior-based safety incentive program brings a higher level of awareness to existing safety programs by providing a holistic approach to safety that aligns with the organizations culture. In order to achieve this goal, safety incentive programs need to emphasize positive involvement in safety & health activities, measure both leading & lagging indicators (*with a focus on leading*), and account for rewards based on pro-active safety behavior.

## WHAT ARE LEADING INDICATORS?

“Leading indicators are proactive, preventative, and predictive measures that monitor and provide current information about the effective performance, activities, and processes of an EHS management system...”

## GETTING STARTED:

- Reporting near miss incidents
- Safety suggestions
- Volunteering to give safety talk
- Number of audits or inspections performed
- Number and types of findings and observations
- Training completed
- Preventive maintenance tasks performed
- Safety committee meetings
- Housekeeping
- Proper use of PPE
- Proper use of Lock-out/Tag-out



*“By working cooperatively, OSHA® and its VPP partners can demonstrate that good incentive programs, which emphasize positive worker involvement in safety and health activities and conscientious hazard reporting and correction, can be one element in an effective injury and illness prevention program.” ~ Dr. David Michaels, Assistant Secretary of Labor for Occupational Safety & Health*



This checklist is designed to help build a holistic OSHA®-Compliant Safety Incentive Program that aligns with your organization's vision, values, and culture. By incorporating a strategic framework into your employee engagement planning process that includes assessment, strategy, implementation, and review, your organization is guaranteed a successful safety incentive program that will raise awareness, reduce accidents, and increase the bottom line – all without encouraging non-reporting.

## DOES YOUR SAFETY INCENTIVE PROGRAM...

- Reward Workers for Demonstrating Safe Work Practices?
- Reward Workers for Reporting Hazards and/or Near Misses?
- Reward Workers for Participating in Safety & Health Training?
- Reward Workers for Serving on Workplace Safety Committees?
- Reward Workers for other Proactive Safety Behavior that Relates to the Organizational Goals & Culture of the Business?
- Emphasize Hazard Abatement, not Injury Reporting?
- Monitor & Measure EHS Systems?
- Measure both Leading & Lagging Indicators?
- Have Upper-Management Buy-in & On-Going Support?
- Have Simple & Well-Defined Rules?
- Allow for Accumulation Design?
- Provide Short-Term Recognition Goals?
- Offer Individual & Team Recognition?
- Include Human Interaction & Peer Recognition?
- Offer Useful & Desirable Awards?
- Offer Off-the-Job Safety Awareness?
- Include Immediate Gratification?
- Provide Positive Reinforcement & Continuous Communications?

For over 80 years, organizations such as yours have been depending on C.A. Short Company to provide full-service employee recognition programs that motivate and engage their teams. As members and sponsors of Recognition Professionals International, we are committed to sharing valuable insight with our customers about changing trends in the industry. Through the use of the RPI 7 Best-Practice Standards, we design personalized recognition programs that are strategic, measurable, and flexible, while creating employee engagement throughout the organization.

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# OSHA® COMPLIANT Safety Incentives



## 10 Elements of SAFETY AWARENESS

- 1 SIMPLE & WELL-DEFINED RULES
- 2 ACCUMULATION DESIGN
- 3 SHORT-TERM RECOGNITION PERIODS
- 4 INDIVIDUAL RECOGNITION
- 5 HUMAN INTERACTION & PEER RECOGNITION
- 6 USEFUL & DESIRABLE AWARDS
- 7 POSITIVE REINFORCEMENT & CONTINUOUS COMMUNICATIONS
- 8 FAMILY INVOLVEMENT FOR 'OFF-THE-JOB' AWARENESS
- 9 IMMEDIATE GRATIFICATION
- 10 MANAGEMENT BUY-IN & ON-GOING SUPPORT

A C.A. Short Company Safety Incentive Program will align with and promote your overall safety program. Combined with on-going safety training and a safe working environment, a pro-active safety incentive program will raise awareness, help reduce accidents, and increase your bottom line. Our safety incentive programs are designed around the 10 Elements that create top-of-mind awareness.

Safegement™ occurs when engaged employees are safer at work and make better decisions because they care about those they work with, the company they work for, and the overall accomplishments of the organization.

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C.A. Short Company helps organizations identify behaviors they need to modify or enhance, benchmark their current performance, and then design a plan to create a culture of engagement. Solutions that are provided include Years of Service Awards, Performance Awards, OSHA® Compliant Safety Incentives, Corporate Store, Peer-2-Peer, Holiday, Wellness Initiatives, and Instant Award Programs.

a new way

- Employee Recognition Solutions
- OSHA® Compliant Safety Incentive Solutions
- Instant Award Programs
- Service & Performance Awards
- Holiday Gift Solutions

ask us how

C.A. Short Company's Shared Risk / Shared Reward Model is right for you!



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