

ASA/AEA

SAFETY +

Behavior Observation





Unsafe Acts Are Responsible For

98%

Of All

Incidents



**If Unsafe Acts Are Not
Recognized and Controlled
They Will Continue Until
An Incident Results.**

**The Process of Elimination
Must Start With
You!**



This is the result of an unsafe act. Several members of this employees crew stood by and watched as he tried to maneuver a suspended load into a pipe basket without a tagline. After the incident all of them said, “I wished I had stopped the activity and talked about a better way to do the job.”

**It Is My Company's
Understanding
That You Are In The Best
Position To Recognize Unsafe
Acts on Your Location.**

**It Is My Expectation That You
Will Stop Unsafe Acts Before An
Incident Occurs.**

There are several different *behavior observation* programs.

It is not as important which one you and your company choose to utilize, it is important that you use the process correctly.

Too often *behavior observation* cards are filled out without proper discussion just to meet a quota, or without enough information to be used for future benefit.

Take the time to train employees and monitor the program, or no one will benefit.

Step 1

Observe work as it is taking place. Quite often you will be involved in the work yourself.



- **Observe people's activity, their actions and surrounding environment.**
- **Be careful not to startle or interrupt a worker at an inappropriate time.**
- **Look for unsafe acts as well as good safety performance.**
- **Look for detail and an overall impression.**
- **Keep an open mind.**

Step 2

If you see an act or condition that is unsafe or you think may be unsafe, stop the job and discuss the situation with the individual(s) involved.



- **Stop unsafe acts immediately, unless stopping the worker will create a greater hazard. If the action is not immediately dangerous to life and health, use your judgement to decide if it is better to wait for a few moments.**
- **Be considerate and understanding, treat a worker the way you would expect to be treated.**

Step 3

Ask the person or persons involved in the job to explain what they are trying to accomplish and what the procedures are.



Ask:

- **Can you tell me about the job?**
- **What are the hazards and risks?**
- **Have you completed a JSA/RAT?**
- **Do you have a written procedure?**
- **Why do you think I stopped you?**

Step 4

Ask them, what are some things that could go wrong and how are some ways they could get hurt during the job.



Ask:

- **What could go wrong with the job?**
- **How could you or others be hurt?**
- **Who else would be affected if you were injured?**

Step 5

Ask, what are some ways they could complete the job safer. (change in procedures, different tools, PPE)



- **Allow the worker to explain how he believes the job can be done more safely.**
- **Your job is to listen, a worker that is allowed to find his own solution to a situation is more likely to do the job right in the future.**
- **If necessary, act as a coach to help change unsafe behavior.**
- **Provide praise when a job is being done correctly.**

Step 6

Make an agreement to correct the situation and complete the job safely. Everyone involved will benefit!



Step 7

Complete the appropriate *behavior observation* card.

Be sure to mark all the required boxes and provide a brief summary of the unsafe act and corrective action.

BEHAVIOR OBSERVATION CHECKLIST - Mark if Unsafe

REACTIONS OF PEOPLE

- Adjusting PPE
- Changing Position
- Rearranging Job
- Stopping Job
- Attaching Grounds
- Performing Lockouts

PERSONAL PROTECTIVE EQUIPMENT

- Head
- Eyes and Face
- Ears
- Respiratory System
- Arms and Hands
- Trunk
- Legs and Feet

POSITIONS OF PEOPLE

- Striking Against Objects
- Struck by Objects
- Caught In, On or Between Objects
- Contacting Temperature Extremes
- Contacting Electric Current
- Overexertion
- Repetitive Moves
- Awkward Positions / Static Postures
- Inhaling / Absorbing / Swallowing Hazardous Substance

TOOLS AND EQUIPMENT

- Wrong for Job
- Used Incorrectly
- Necessary But Not Used
- In Unsafe Condition

PROCEDURES AND ORDERLINESS

- Procedures Inadequate
- Procedures Not Known / Understood
- Procedures Not Followed
- Orderliness Standards Inadequate
- Orderliness Standards Not Known / Understood
- Orderliness Standards Not Followed

HSE RISKS - ASPECTS / IMPACTS

- Risk Not Known / Understood
- Risk Not Mitigated / Controlled

Comments: _____

Additional Action Taken: Note the actions taken to improve the behavior, remove the hazard or reduce the near miss potential.

Corrective Action	Date Completed

Audit Team Members: _____

Risk	1 (High)	<input type="checkbox"/>
Ranking	2 (Medium)	<input type="checkbox"/>
Matrix	3 (Low)	<input type="checkbox"/>
----- HSE Use Only -----		

Be specific and check the appropriate category and box(s) that apply

Give brief description of observation in comment section

List any corrective actions and dates they are to be completed

Provide name of person(s) completing the observation

Submit card for review and processing.

Data can be tracked and trended by management to improve.

Finally, share your *behavior observation* card with the entire crew so that everyone can benefit and work safer. The results are obvious:

This



Or This



Don't let this happen to you or one of your buddies!

