

SAFE + SOUND WEEK FOR ANY SCHEDULE

Safety and health programs are successful when they include management leadership, worker participation, and a systematic approach to finding and fixing hazards. They help identify and manage workplace hazards before they cause injury or illness, improving sustainability and the bottom line.

Participating in Safe + Sound Week is easy. Whether it's for an hour, a half day, or a full day, there's a Safe + Sound Week activity that combines the three core elements of an effective safety and health program to fit any schedule. Using this opportunity can help get a new program started or keep an existing program on track.

An Hour

Organize a listening session that includes:

1. Top managers [discussing their commitment](#) to safety and health, either in person or virtually using a video message;
2. Workers [sharing their safety and health concerns and ideas for solutions](#); **and**
3. Managers and workers collaborating to analyze [OSHA injury logs](#) to identify the types, sources, and circumstances of past incidents.

Half Day [Pick One]

- Conduct [manager walk-throughs](#) of all work areas and talk with workers about safety concerns and possible improvements. Share findings during a wrap-up session with managers and workers.
- Observe safety practices throughout the week to identify workers using best practices and/or initiate a contest to submit suggestions for safety and health improvements. Host a safety celebration for workers and managers to discuss the best practices and improvement suggestions and recognize them with prizes.
- Conduct a "safety swap" where participants swap workstations with co-workers in another area of the organization or managers embed themselves in one of the work units. Meet afterward to list the hazards identified and brainstorm ideas to address them.

Whole Day [Pick One]

- Hold a retreat with senior management and workers or establish a safety and health committee that represents a variety of job functions in your organization. Discuss and define program objectives and how they will be measured. Create a clear safety and health policy or update the existing policy to reflect worker input and current hazards and controls.
- Schedule a day of training for workers and managers. During the session, review and discuss safety policies and procedures, perform hands-on safety demonstrations, and/or conduct worker safety perception surveys. Invite experts, if applicable, and set aside time at the end for questions and suggestions.

Visit the [Safe + Sound Week](#) website for additional activity suggestions and more information about how you can participate.