
PROGRAM INTRODUCTION

Welcome...

...to Safety Management Systems: Strategies for the Small Business!

Today's training program will provide you with the knowledge, skills and strategies necessary to establish and maintain a results-producing safety management system. The program will introduce you to four important components of a successful safety management system, then provide you with the information and resources necessary to build the system. It will also assist you in teaching your employees to participate in and effectively use the system.

Purpose

The purpose of this *Program Introduction* is to acquaint you with the facilitator, the training facility, the National Safety Council, the sponsoring Chapter and the other participants with whom you will share your learning goals. It provides a preview of the program purpose, content and materials.

Your Learning Experience

Your learning experience will be most effective if you actively participate in all program activities. To be an active participant and make this experience meaningful:

- Take part in program discussions.
- Consider how you can apply the materials and strategies from the program to your own workplace.
- Learn from each other. Stay in touch with other participants to learn from each other after this program.
- Ask questions when you are not clear on any points because an answer may be important later in the program.

Activity: Introduction and Learning Goals

Directions: You will be introducing yourself to your facilitator and colleagues. When you introduce yourself, provide the following information.

Your name:

Where you work:

What you do:



Your Learning Goal

State what you would most like to learn in this class today:

Program Goals and Agenda

This *Safety Management Systems: Strategies for the Small Business* training program will teach you to:

- Identify key principles and components of a successful safety management system, which include:
 - Management Commitment and Employee Involvement.
 - Worksite Analysis.
 - Hazard Prevention and Control.
 - Safety and Health Training.
- Identify the benefits of implementing OSHA's Voluntary Safety and Health Program Management Guidelines.
- Evaluate your organization's current safety and health program by comparing the elements of your company's safety and health program to OSHA's Safety and Health Program Management Guidelines.
- Identify ways to improve your present safety and health efforts and programs with emphasis on the four components of a safety management system.

Agenda
Program Introduction
Module 1: Introduction to Safety Management Systems
Module 2: Management Commitment and Employee Involvement
Module 3: Worksite Analysis
Module 4: Hazard Prevention and Control
Module 5: Safety and Health Training
Module 6: Assessing Organization Status and Planning for Improvement
Program Conclusion

