

## Putting the Personal Safety Commitments into practice and actions required

### One

Implement Personal Safety Commitments through site inductions, where all those attending will be issued with a credit card sized Personal Safety Commitment card (see below) and asked to make a personal commitment to abide by six basic actions.

### Two

For those who have already completed site inductions, a Personal Safety Commitment card should be issued through the daily briefing process.

The issuing of the Personal Safety Commitment cards to all employees is just the first step and should be seen as the catalyst to drive a change in behaviour and culture with everyone having a role to play.

#### Senior Managers are expected to:

- introduce / launch the Personal Safety Commitments at the induction / daily briefing
- publically display their own allegiance to the Personal Safety Commitments
- reinforce the understanding of personal safety commitments during inspections and by their own actions and behaviours
- ensure there is a just culture in place for reviewing and responding to behavioural causes of incidents
- give feedback to those who display a real commitment to personal safety

#### Everyone is expected to:

- 'live' the rules and make an individual commitment to support the Personal Safety Commitments
- support and encourage all colleagues to adhere to the Personal Safety Commitments
- be open and respond positively to challenge

# Health and Safety **aimingforzero** Personal Safety Commitments Card



The image shows a sample of the Personal Safety Commitments Card. It features the Highways Agency logo at the top right. The title is "Personal Safety Commitments". Below the title is a list of six commitments:

1. I will ensure that I am fit for work when on site
2. I will always ensure I have had a pre-task briefing
3. I will only use mobile phones in safe designated areas
4. I will always use traffic management in the manner intended
5. I will always use plant and vehicles safely
6. I will challenge unsafe acts

At the bottom left of the card is the "aimingforzero" logo with the tagline "One workforce, zero harm". At the bottom right is the date "June 2011".

# aimingforzero

One workforce, zero harm

To deliver our 'Aiming for Zero' vision we have put in place an overarching strategy for four key areas:

- **road workers**
- **construction and maintenance workers**
- **traffic officers and**
- **office-based staff.**

Aiming for Zero is not about discrete groups, however, and we cannot deliver it alone. We need all of our people, both within the Agency and our supply chain, to work together and take action across the business. That means taking practical steps to drive forward our Aiming for Zero action plans.

It also means showing health and safety leadership in everything we do – challenging unsafe activities, reporting accidents and near misses, and proactively integrating health and safety in our projects.

## Construction and Maintenance Strategy

In April 2011 we published the Construction and Maintenance Strategy and Action Plan.

This strategy takes us on a journey with our suppliers to eliminate all fatalities, serious injuries and long-term ill health to all workers who are undertaking construction or maintenance activities on our network.

This will be achieved by addressing the following 4 outcome areas:

- Leadership – to provide continual leadership and direction at all levels within the Highways Agency and to our supply chain.
- Direction and Guidance – to responsively provide guidance and policy relating to this strategy and communicate best practice both within the Highways Agency and to our external stakeholders.
- Assurance – the ability to demonstrate compliance with policy and deliver best practice and continual improvement.
- Capability – build and strengthen the capability of the Highways Agency and our supply chain to meet current and developing health and safety competency needs.

The action plan outlines specific steps and deliverables we will undertake throughout the year to drive down our accident frequency rate.

One of the initiatives to be taken forward this year has been developed in conjunction with Major Projects Principals Group, is the Personal Safety Commitments card.



## Personal Safety Commitments Card

The Personal Safety Commitments card has been developed as a mechanism to help the Highways Agency and its supply chain to meet the vision of 'Aiming for Zero'.

The premise behind the Personal Safety Commitments card initiative is that in order to reduce the number of accidents beyond current levels, we will need to tackle the 'human side of safety'.

We need to focus much harder on influencing the choices people make either on site or during the design / planning stage as well as maintaining safe working conditions (through effective processes).

Alongside our workforce, undertaking construction / maintenance activities, (whether directly employed or by contract), we want to commit to abide by a set of safety related actions – Personal Safety Commitments.

The key objectives for introducing the Personal Safety Commitments card are to:

- (i) Make it clear what the actions are that we expect people to take on our sites**
- (ii) Demonstrate our commitment and support to people undertaking these actions illustrated by the Personal Safety Commitments**
- (iii) Encourage supervisors / colleagues to challenge more readily unsafe acts.**

