

Shanghai Krupp Stainless

Toolbox meetings enhance safety

Category: People
Sub-category: Safety training

Challenge

Safety awareness among employees is very important. We try to focus on it, strengthen it and improve it. But when safety meets production, it seems safety is not as important as production. Operators want to finish their production tasks and most of the time they are very busy. They do not have time to say 'Safety First'. Our challenge was to find a way to remind our employees that it should always be safety first. How could we get them to pay more attention to safety at the start of the day?

To answer these questions, we organised the Toolbox Meeting project.

Action

At SKS, the safety awareness of employees is raised through Toolbox Meetings – dedicated safety meetings at the beginning of each shift. The aim is to focus on work risks and remind employees of safety. We discuss a topic related to work risks and safety. At the end of the meeting we write down the topic and everyone signs. Our aim is to place a focus on safety at the start of every working day.

During the meeting we might discuss a safety incident that occurred in SKS or at other Outokumpu plants. The topic might also be a safety incident that took place in another company, another industry or society in general. The discussion may also be about Safety Operating Instructions which need to be studied or noted. The topics may also vary depending on the season. For example, in the summer the topic might be typhoon damage prevention.

The discussion itself is important. Raising relevant safety issues at the start of the shift helps employees keep safety fresh in their mind during the working day.

Every team leader checks the Toolbox Meeting books almost every day. If the safety meeting is not carried out properly, the team leaders will leave a message in the books. The Health, Safety and Environment Department also carries out periodic checks. The officer on duty will check whether the meetings have occurred during their weekly inspection. By constantly following up and reminding people about safety, we get everybody to participate.

Outcome

Since we've organised the Toolbox Meetings, employees know that the first thing they must do is to talk about safety. They review safety incidents which have occurred before, resulting in fewer incidents. When workers study their safety operation instructions again and again, the number of illegal operations is reduced. When we organise safety activities, the Toolbox Meetings provide a good forum to carry them out and record this has been done. We inform employees about the latest safety news, incident flashes and safety policy at the start of every day so that everyone on every shift focuses on safety.