

**Company Name:**

**Individual Submitting Form:**

**Date:** 6/22/12

### **Description of Best Practice**

Every Foreman is issued a satchel which contains all forms and phone numbers he may need or have to refer to in the performance of his duties. The contents contain insurance forms, accident/injury forms, disposable cameras, emergency management phone numbers, competent persons packet (contains instructions pertaining to OSHA visits, all tabulated data sheets for all company owned shoring, confined space information and forms), instructions on filling out all forms, Job Hazard Analysis forms, Haz Com Program information, Post Accident Drug/Alcohol Testing Forms and instructions.

**How is it used:**

Based on needs of Foreman.

**When is it used:**

When specific referrals to situations arise.

**What positive results have you seen from this Best Practice:**

It keeps all forms needed in a handy place for Foremen to access.

**Company Name:**

**Individual Submitting Form:**

**Date:** April 16, 2012

### **Description of Best Practice**

#### Weekly Safety Conference Call

Those of us who participated in Ameren's daily safety 'conference call' during the storm restoration effort in November/December 2006 found it to be extremely informative and motivational. Although unfortunate to learn from the misfortunes of others, we believe the daily incident review helped us quell similar type incidents in subsequent work days.

Motivational wise, no one wanted to have to inform and explain to the group that an incident had occurred on their watch. We also thought the conference call to be an emotional support system. Knowing others are having the same type of problems, challenges, and issues helps keep us all focused and positive.

In 2007, the company initiated a similar "conference call" for our managers and supervisors to participate in. Various topics covered during the call are:

- Incidents during the past week and their explanations, including near misses
- Worker safety suggestions and other improvement ideas
- Pertinent past, present, future events
- New or amended safety rules including OSHA and ANSI standards

#### **How is it used:**

We use the services of Intercall, Inc. for our conference calls. Supervisor and managers call in to Intercall using a toll-free number. The conference call can be any duration of time.

#### **When is it used:**

We began using this service on a weekly basis and have changed to a monthly basis.

#### **What positive results have you seen from this Best Practice:**

Getting supervisors and managers on the 'same page.' Everyone hears the same message.

**Company Name:**

**Individual Submitting Form:**

**Date:** 3/15/2012

### **Description of Best Practice**

- Drive defensively and obey traffic regulations... remember the tortoise did beat the hare.
- Always wear hard hat and safety glasses and other appropriate PPE's.
- Watch your co-workers back and always report unsafe acts or conditions.
- Always use GFCI protection and lock-out tag-out procedures.
- Know the limited approach distance when working around electrical components.
- Check all equipment prior to use for any defects.

**How is it used:**

To remind employees of the importance of safety 24/7.

**When is it used:**

During orientation and for tool box subject matter.

**What positive results have you seen from this Best Practice:**

We are starting to see an improvement in Interface's safety culture. Employees are realizing they are the ones that have to take responsibility for their actions.