



AMI April 2007

Internal Safety Audits

An internal audit is any...

- Documentation,
- Observation,
- Checklist,
- Evaluation, etc.

...of your process.

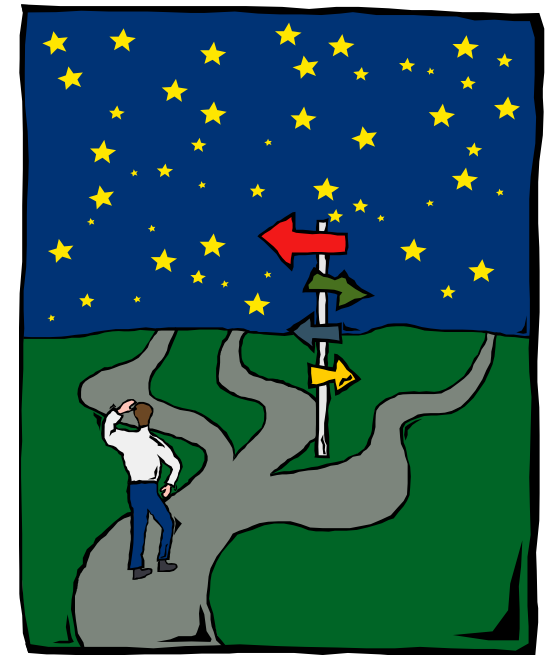


It's a way to keep "score" on your performance



Audits are a way to find

- Deficiencies
- Document compliance
- Provide a roadmap





So...

What's the benefits and the hazards of auditing?





Let's talk about the benefits.

If you can't measure it,
you can't manage it...



- If your safety process is being developed, auditing can help;
- Identify gaps between where you are and where you want to be.
 - Maintain established processes
 - Generate data to justify and prioritize of program



If your safety process is mature and being maintained, auditing can quantify;

- You're doing what you say you're doing.
- That what you're doing is effective.

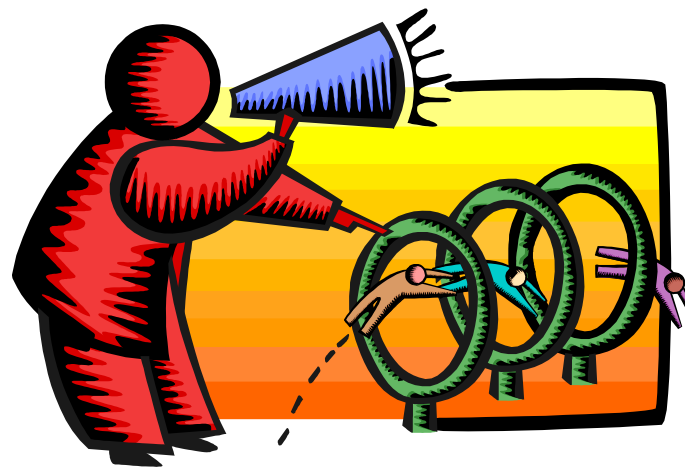


If your safety process is mature and you're trying to take it to the next level, auditing can help;

- Measure the impact of what you're trying to doing.



It may seem like you're jumping through hoops...



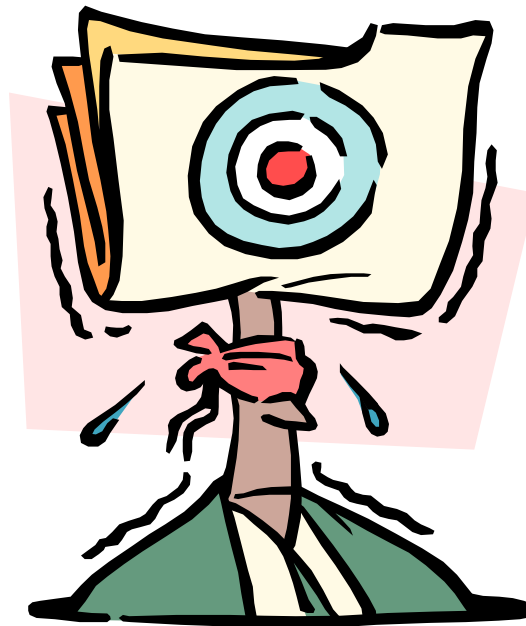


BUT...

What you measure,
you can manage!



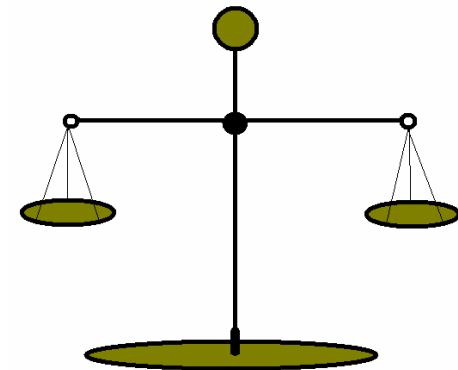
Now, lets talk about the hazards of auditing.





Externally

Any or all of your records are subject to be subpoenaed in a legal or OSHA investigation. This includes any audits you've done yourself or had done by a third party.

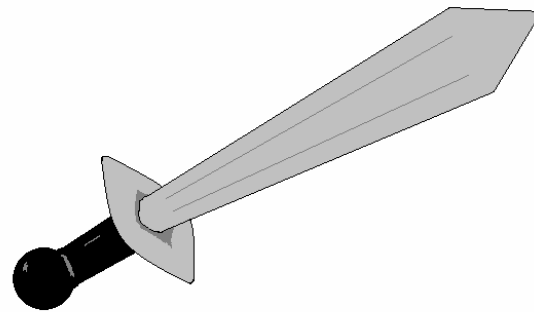




These records
can prove that
you've abated,
fixed or
managed the
issue.

But any “finding” you’ve chosen not to address, not fully addressed or simply forgotten about, could prove to be a smoking gun...



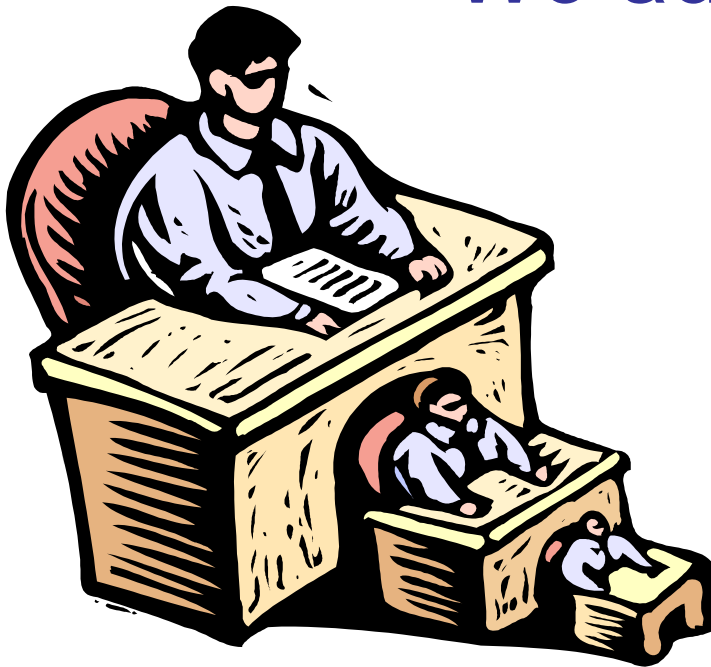


This is the double-edged sword of auditing.

Internally

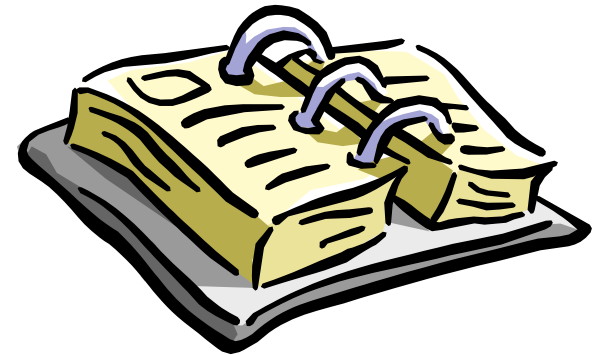
We audit for three reasons.

- Compliance
- Understanding
- Influence



Compliance

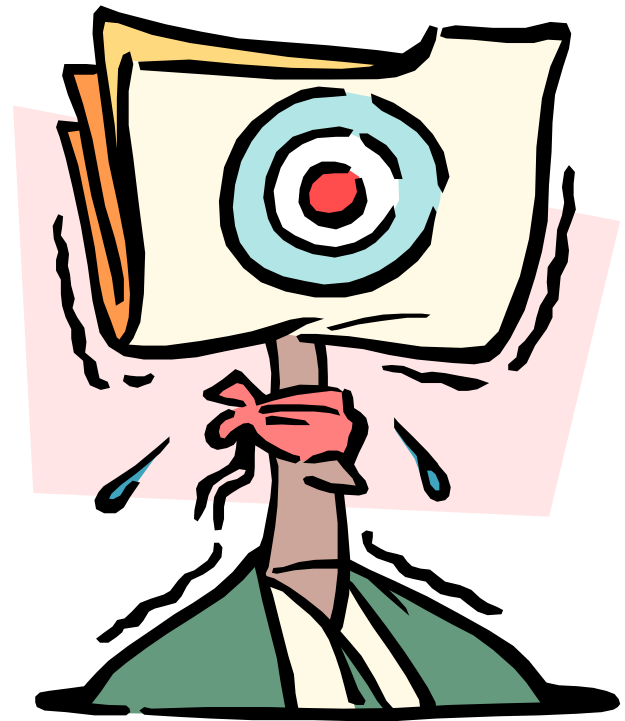
- OSHA says...
- State says...
- VPP says...
- Corporate says...
- Insurance says...



Compliance

Here's the hazard...

- Lose focus
- Routine
- Incomplete data
- Falsifying



Understanding

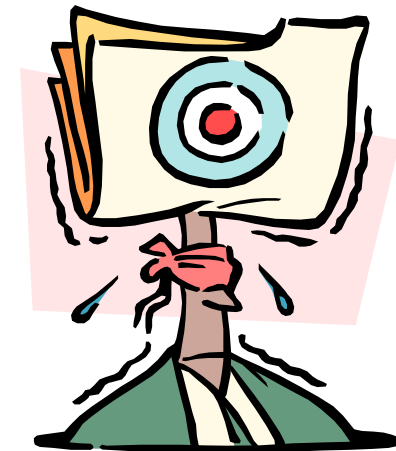


- Programs
- Process/Procedures
- Behaviors

Understanding

Here's the hazard...

- Subjectivity vs. protectionism
- Managing score vs. managing process.



Influence

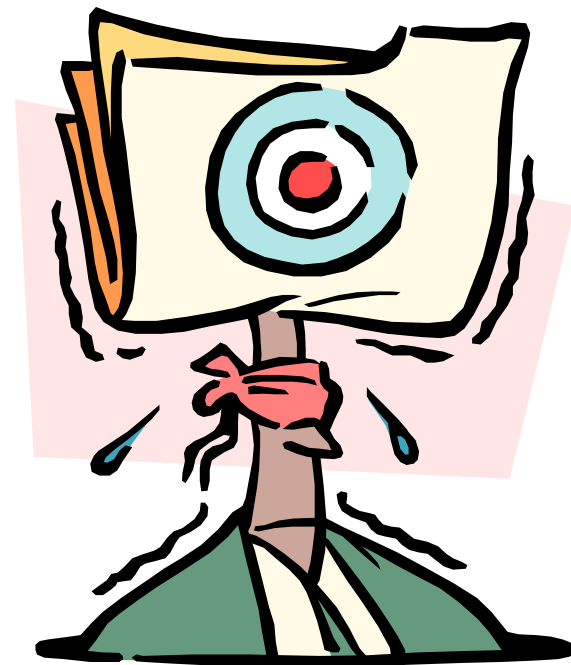
- I want you to manage this, therefore...



Influence

Here's the hazard...

- Lose focus
- Routine
- Incomplete data
- Falsifying
- Subjectivity vs. protectionism
- Managing score vs. managing process.



We must also discuss,
- Measuring the measurement...



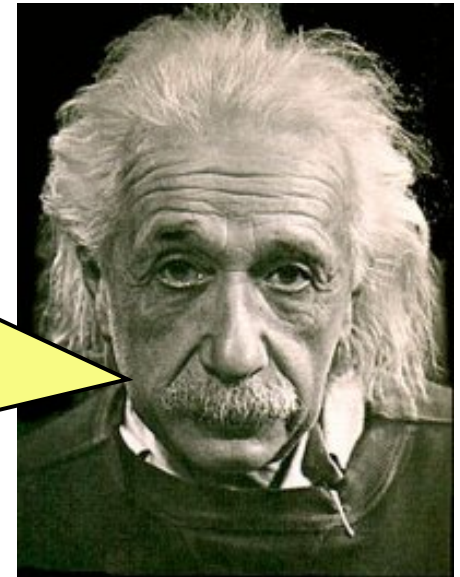
Results can be manipulate to support a position.

Or suspected of it...



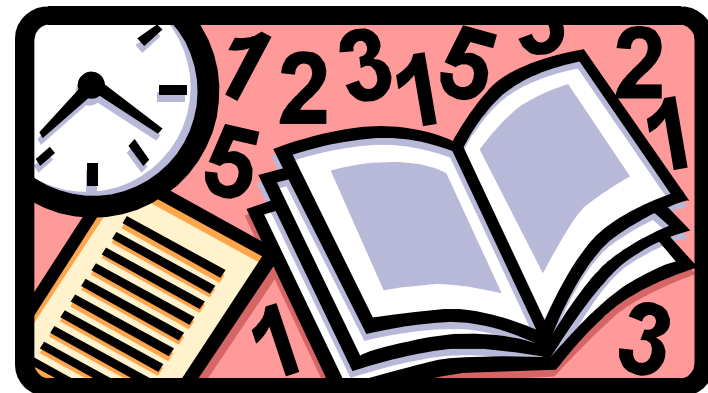
Not all your audit results will make sense.

"Not everything that can be counted, counts. Not everything that counts can be counted."



Self auditing is a business necessity.

It helps find and track your opportunities and documents your successes.



Pros and cons aside, without auditing, how will you know where to steer the ship?





Lets look at some process level audits.

The AMI/NSC Awards questionnaire is a good checklist to see if you have the right programs for our industry

AMI



Another excellent evaluation...



My personal favorite



A. General Information

1. Applicant
2. Company/Corporate Name
3. Collective Bargaining Agent(s) (list information on each separately)
4. Number of Employees and Contractor Employees
5. Type of Work Performed and Products Produced
6. Applicant's Industrial Classification Codes
7. Recordable Nonfatal Injury and Illness



B. Management Leadership and Employee Involvement

Management Leadership

1. Commitment
2. Organization
3. Authority and Responsibility
4. Accountability
5. Resources
6. Goals and Planning
7. Self-Evaluation

Employee Involvement

8. Three Ways
9. Employee Notification
10. Contract Workers' Safety
11. Site Map



C. Worksite Analysis

1. Baseline Hazard Analysis
2. Hazard Analysis of Routine Jobs, Tasks, and Processes
3. Hazard Analysis of Significant Changes
4. Self-Inspections
5. Employee Reports of Hazards
6. Accident and Incident Investigations
7. Pattern Analysis



D. Hazard Prevention and Control

1. Engineering Controls
2. Administrative Controls
3. Work Practice Controls
4. Personal Protective Equipment
5. Enforcement of Safety and Health Rules
6. Preventive/Predictive Maintenance
7. Occupational Health Care Program
8. Emergency



E. Safety and Health Training

F. Assurances

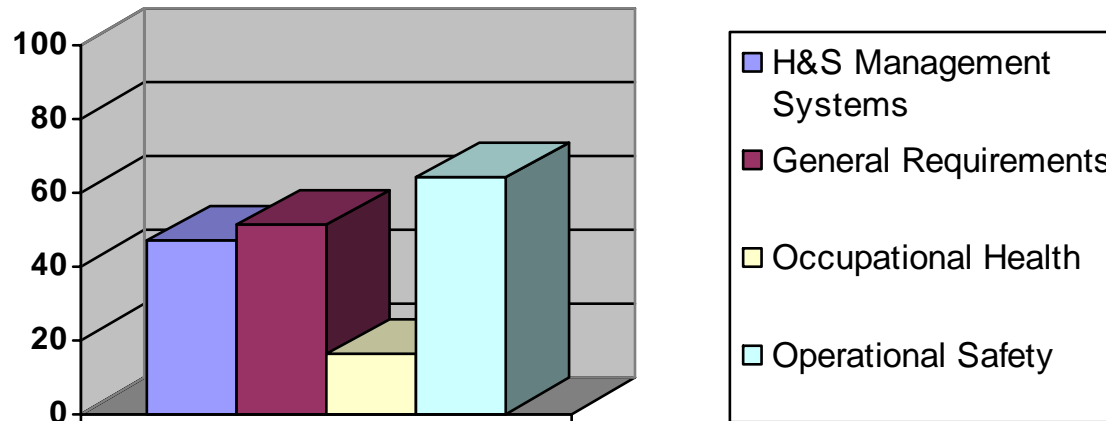
1. Compliance
2. Correction of Deficiencies
3. Employee Support
4. VPP Elements
5. Orientation
6. Non-Discrimination
7. Employee Access
8. Documentation
9. Annual Submission
10. Organizational Changes
11. Collective Bargaining Changes

G. Rate Calculations and Tables

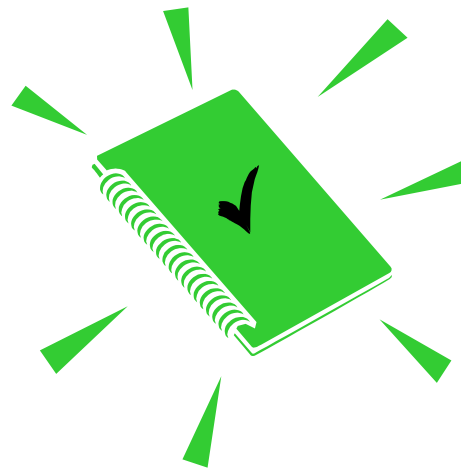


<http://www.osha.gov/dcsp/vpp>

Cargill Health and Safety Audit Process



After the audit, there needs to be a way to manage the findings.



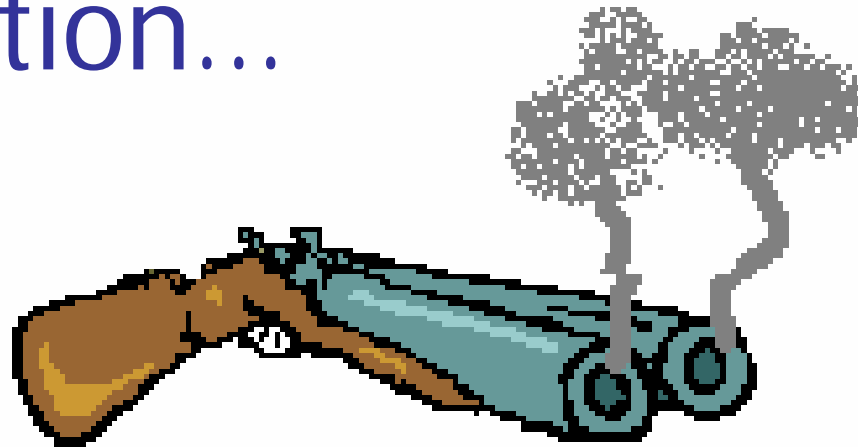
A simple Action Register works

Safety ACTION REGISTER				
ACTION	RESPONSIBLE	TARGET	COMPLETE	COMMENTS

Plan to up-date regularly

Safety ACTION REGISTER				
ACTION	RESPONSIBLE	TARGET	COMPLETE	COMMENTS

Don't give the firing squad
ammunition...



Questions?

