



# UNIT-3

## Health and Safety Inspection

### Learning Outcomes

**By the end of this unit the learner will be able to:**

- Realize the role of the Health and Safety Committee in organizational health and safety

## Unit 3

### Safety and Health Inspections

Safety and Health Inspections are an excellent way to identify hazards in the workplace. Safety and Health Inspections are physical inspections of the workplace conducted by Managers, Supervisors, and OH&S Representatives in cooperation with employees. They look for unsafe conditions and provide corrective action to eliminate the condition before it can become serious.

These inspections provide valuable information including:

- Compliance to safety legislation, regulations, and practices
- Effectiveness of company Safety and Health processes
- Level of employee adherence to safe work practices
- Effect that changes in work procedures are having on safety
- Identification of hazards and potential accidents/incidents
- Identification of equipment safety deficiencies

#### Frequency of Inspections

All processes, procedures, certifications, and equipment inspections should, at a minimum, be conducted annually. Formal annual inspections are usually performed for building systems and certifications. Quarterly and monthly formal inspections of building processes and systems should be conducted. Formal Workplace Health and Safety inspections and their control should be performed on a weekly/daily basis by supervisors or management.

#### 6S

5S is one of the most widely used Lean tools. When combined with Safety (6S) it has gained popularity in a wide variety of industries and is fast becoming standard practice for Safety and Health Inspection programs.

#### The Beginnings: 5S

The 5S Process is a way of organizing and managing the workspace and work flow with the intent to improve efficiency by eliminating waste. It incorporates a system of regular visual inspections and self-audits to identify opportunities for continuous improvements. The 5S Process includes documenting the monthly (minimum) inspections and developing daily safe work practices.







## Training

Timely and appropriate training is important as a means to ensure that everyone is able to foresee and address potential health and safety issues. People are the first line of defense against potential health and safety problems.

We will look at three categories of employees for training purposes:

- Supervisors
- Workers
- Suppliers, Contractors and Visitors

### Supervisors

Supervisors should have training that will cover:

- Overview of applicable government legislation, regulations, standards, and codes of practice
- Health and Safety Policy and Procedures
- Safe Work practices (including reporting procedure)
- Document Usage (signage, warning labels, work procedures, safety data sheets, etc.)
- Overview of safety concerns generally found in the industry
- Identification and minimization of safety hazards
- Health and safety issues of new technology
- How to carry out a workplace safety inspections and accident investigations
- Specific Workplace Training (work practices, equipment usage, etc.)
- Communication Skills (understanding directions, teamwork, etc.)

### Workers

- Health and Safety Policy and Procedures
- Safe Work practices (including reporting procedure)
- Document Usage (signage, warning labels, work procedures, safety data sheets, etc.)
- Specific Workplace Training (work practices, equipment usage, etc.)
- Communication Skills (understanding directions, teamwork, etc.)
- Equipment Operation Manuals and Procedures
- Required training (Regulated): Confined Spaces, Emergency Response, Fall Protection, Lifting Equipment, Lifting and Handling Loads, Personal Protective Equipment, Powered Mobile Equipment, etc.

