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January 2017

Local Government Risk Management Services, Inc.

# Safety Theme

A Service Organization of the Association County Commissioners of Georgia and the Georgia Municipal Association

The Safety Theme program is designed to help you get an important safety message across to all employees in a simple-to-use format that can be completed each month.

## Monthly Theme Poster

Make copies, and post them wherever you will get the most impact.

## Safety Theme Article

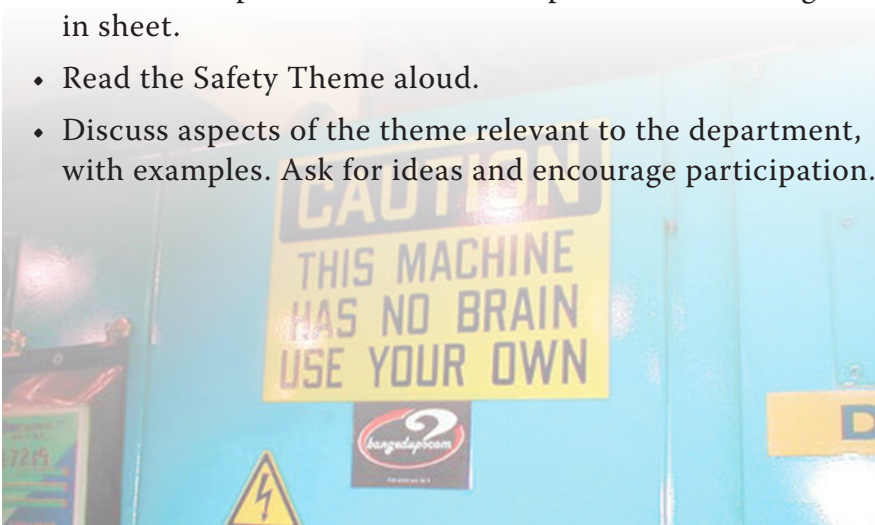
The article expands on the poster message for the month. Make copies and hand them out to each meeting participant.

## Participant Sign-In Sheet

Use the sign-in sheet to document your safety training.

## Suggested Agenda for the Monthly Safety Meeting

- Assemble the participants.
- Hand out copies of the article and pass around the sign-in sheet.
- Read the Safety Theme aloud.
- Discuss aspects of the theme relevant to the department, with examples. Ask for ideas and encourage participation.



## Training Calendar

### Local Government Safety Coordinator 2

February 7	Cornelia
February 9	Cartersville
February 14	Macon
February 23	Tifton

### Local Government Safety Coordinator 3

February 28	Cornelia
March 2	Cartersville
March 7	Macon
March 14	Tifton

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*More 2017 Classes*  
*Coming Soon*



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# Safety Bulletin

## Use Your Brain



***Machines Don't Have One  
Your Safety Is  
Your Responsibility***

# It's Your Responsibility!

With all the local government safety regulations and department policies and procedures, it's easy to forget that safety is primarily a personal responsibility. Workplaces can be covered with warning signs, safety posters, and bulletin boards. Safeguards can be installed on each piece of equipment. We can attend training sessions and be told of safe ways to do work, but none of these things can ensure freedom from accidents unless we want to prevent them. It's up to us!

Unless we realize that our own actions determine whether accidents happen – and until we accept responsibility for these actions – injuries will occur.

Who puts tools and equipment into motion and controls their movements? Who but ourselves can control the placement of our bodies, the movement of our arms, legs, and eyes, and – most importantly – the activity of our brains?

One's ability to control his or her own actions carries with it the responsibility not to let these actions harm yourself or your coworkers.

## Being Accountable!

Machines don't reach out and bite. Tripping hazards don't grab a person's feet. Hand tools don't slice and jab into flesh by themselves. Yet, judging from the statements people use to describe their injuries, one would think that the tools and equipment they use were alive.

It's apparent that the people who make such statements are not fully aware that they are accountable for their own actions and must accept the responsibility for them. Little can be done to prevent their accidents and injuries until they do accept this responsibility. When we follow good workplace practices and safety rules, many accidents can be prevented. But when each individual employee brings an acceptance of personal responsibility and accountability into the workplace every day, everyone's risk of injury drops dramatically.



Consider a driver of one of our vehicles who steps into the cab of a truck, slips, and scrapes a leg against the door – causing a deep cut and requiring stitches. Investigation reveals that the nonskid surface on the cab floor was badly worn and slippery.

What caused this accident? An irresponsible individual would lay the blame on the physical condition of the tractor, asking, “Why wasn't the cab floor reported for repair?” A person who accepts responsibility would have reported it.

Hard luck, the conduct of other people, inadequate tools, and unfavorable conditions are just a few of the favorite reasons people use to absolve themselves of personal accountability when things go wrong.

Accepting responsibility for our own actions, on the other hand, is a sign of maturity. It means we firmly believe that it's up to us to do everything we can to prevent accidents. No one else can accept our safety responsibility for us.

**Ask yourself this question:**  
**“Who is responsible**  
**for my safety?”**  
**If you're not sure, just**  
**look in the mirror.**



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# ***Personal Responsibility***

***Safety Theme***