PINNACOL ASSURANCE
SAFETY SERVICES

RESOURCES FOR MANAGING YOUR SAFETY PROGRAM

This is your comprehensive guide to resources for managing your safety program. Simply click any resource title to access the tool or document and learn more.

OSHA'S GUIDE

OSHA's Recommended Practices for Safety and Health Programs

The recommended practices present a step-by-step approach to implementing a safety and health program, designed to be used in a wide variety of small and medium-sized business settings.

MANAGEMENT LEADERSHIP

Safety Coordinator Objectives

This template can be used to define the roles and responsibilities of a safety coordinator.

Safety Policy

This template can be used to create a policy statement to be shared with all employees — from management to the front line.

Safety Rules Enforcement Policy

This template can be used to create workplace safety rules that serve as guidelines for safe operations and apply to all employees and contractors to ensure a safe workplace.

Workplace Safety Rules

This template can be used for building general or job-specific safety rules that set clear safety expectations and promote a secure environment for all employees.

EMPLOYEE ENGAGEMENT

How-To Guide Incident Investigations Workbook

This guide outlines the incident investigations process, investigation form templates and a safety-oriented solutions tracking sheet that promotes interdepartmental collaboration.

HAZARD IDENTIFICATION AND ASSESSMENT

Emergency Assessment Form

Download this form to determine the potential problems that the emergency may pose, the type of equipment needed to respond to the emergency, critical information needed at the time of the emergency, and any special skills or knowledge needed to effectively respond to the emergency.

Emergency Call List

Download this form to document the contact information for emergency response personnel.

Emergency Contact Matrix

Download this contact matrix to determine who needs to be notified of an emergency.

Emergency Drill Report

Download this report to document and evaluate your emergency response drill.

Emergency Preparedness Program

Download this resource to establish emergency procedures and plans at your organization. This program applies to all company facilities that have the potential for emergency situations including, but not limited to, severe weather, fire, medical emergencies, and building evacuations.

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HAZARD IDENTIFICATION AND ASSESSMENT

Emergency Tornado Response Procedure
Download this procedure to prepare for weather conditions that indicate a tornado or other severe weather that may affect company facilities.

Lockout Tagout Procedures
Download this form to outline the mandatory Lockout Tagout procedures that must be followed before any servicing, maintenance, or entry into potentially hazardous areas where operating equipment poses a risk.

Lockout Tagout Program
Download this resource to provide individuals in your organization with protective controls from accidental or unexpected activation and release of stored energy of mechanical and/or electrical equipment during maintenance, repairing, cleaning, servicing or adjusting of machinery or equipment.

SAFETY INSPECTION CHECKLISTS

Many workplace injuries can be prevented with checklists that allow you to correctly identify any risks regularly. Download the following checklists to assist with identifying uncontrolled safety hazards at your facility.

- **Comprehensive Construction Safety Inspection Checklist**
- **Construction Contractor Weekly Safety Inspection Checklist**
- **Facility Safety Inspection Checklist**
- **Fire Safety Inspection Checklist**
- **Food Service Operations Safety Inspection Checklist**
- **Office Safety Inspection Checklist**

EDUCATION AND TRAINING

Food Service Safety: Employer Operational Guidance
This guide contains a management-level overview of recommended safety components and employee training modules specific to the roles of the restaurant and food service industry.

Job Hazard Analysis Procedures
This resource provides information on how to perform the analysis to eliminate or reduce risk before an employee is given a task.

Job Hazard Analysis Worksheet
Download this sample job hazard analysis worksheet to document the sequence of tasks for each job, identify workplace hazards, pinpoint when and where they occur, and implement preventive measures.

Safety Education Online
Pinnacol's comprehensive online training platform offers a convenient and flexible solution for all your training needs. Available to all Pinnacol Assurance customers, this extensive library boasts a diverse range of courses in both English and Spanish, covering everything from essential HR and safety topics to valuable leadership development, health and wellness, and much more.

Safely Onboarding New Employees in Construction
This document highlights how to design a comprehensive onboarding process, including management commitment, safety training, and selective screening tools.

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EDUCATION AND TRAINING

Safely Onboarding New Employees in Transportation

This document provides a comprehensive framework for an effective onboarding process, covering essential elements such as detailed orientation programs, the importance of management commitment to safety, and robust safety training protocols. It also highlights the benefits of a driver mentorship program and includes practical tools like sample checklists and evaluation forms.

PROGRAM EVALUATION AND CONTINUOUS IMPROVEMENT

Culture Survey

This tool helps you assess your company's safety culture by gathering employee feedback on critical aspects such as, management's commitment to safety, availability of personal protective equipment, and effectiveness of safety rules.

Safety Solutions Tracking

Download this spreadsheet to create a comprehensive approach to safety management by allowing users to systematically record, track, and manage the implementation of solutions aimed at preventing future incidents and ensuring a safer working environment.