

# SAFETY

# CONVERSATION

## WHAT YOU'RE GOING TO LEARN

In this safety conversation we will talk about how taking shortcuts in the workplace has an impact on your safety as well as the safety of those around you. We will also remind you of our 3 Safety Behaviours which provides us with a framework for working safely and keeping you safe at work.

## HOW IT WILL HELP YOU IN YOUR JOB

Following this conversation, you will:

- Know how taking shortcuts can impact on your safety
- Understand what shortcuts may look like in your workplace and why not to take them
- Remember what our Safety Behaviours are and what they look like

## WHAT YOU NEED TO KNOW

Everyone takes a shortcut at one time or another. You cross the street between intersections instead of using the crosswalk or cut across the grass to avoid taking the footpath. But in many cases, a shortcut can involve danger. If you have the habit of taking dangerous shortcuts in the workplace you need to break it.

Team members are statistically six times more likely to experience an accident or injury because of unsafe behaviours, such as taking shortcuts, than unsafe working conditions.

We have identified that in most situations taking shortcuts like, standing on a chair or stool to reach something high up rather than getting the appropriate step stool or ladder saves very little time. The same goes for choosing not to put on the provided PPE when using a chemical or dispensing chemicals. Often the safety implications far outweigh the 20 seconds to a minute it adds to the task to do something safely and therefore it is not worth the risk.

Let's be honest, when incidents occur and you have taken a shortcut the first thing that comes to mind is, I should have just... or it wasn't worth while taking that shortcut after all.

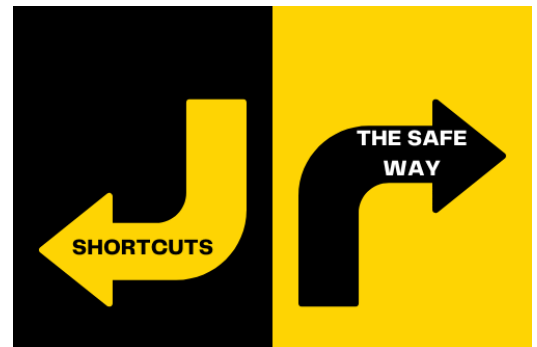
So, what can you all do to stop taking shortcuts and risking your own safety and that of those around you, here are some simple reminders and tips.

- Hold yourself to a higher standard, don't take the easy option
- Take the time and energy to perform tasks correctly, if you are working safely it WILL save you time in the long run
- Plan to work safely, have all the correct equipment, tools, and PPE for the job when you start to save yourself time
- Understand the time constraints or pressure is often self-imposed and you will not be in trouble for doing the job safely
- Remember to Speak Out and Get Involved if you see another team member not working safely or taking shortcuts remind them of the correct procedure
- Make it habit for you and your team does not take shortcuts but rather to focus on their safety and the safety of those around them

Remember that our Safety Behaviours as part of See Care Share provide us all with the framework of what safety should look like in our business and therefore it is vital that we all demonstrate these every day, Speak Out, Be Mindful, and Get Involved.

Finally, even if the job will only take a few minutes, it isn't worth risking your safety and health for those few minutes. To boil it down taking shortcuts is just an individual choice. Sure, there are many factors that affect whether an individual will make the choice to do so, but it is ultimately a choice that is made.

## Topic: Shortcuts



## SPEAK OUT

- You will ask questions if I don't understand and stop unsafe behaviours being demonstrated by others
- You will report incidents, near-misses, or hazards promptly
- You will express any concerns or suggestions for improvement to your Supervisor and Line Manager as soon as possible

## BE MINDFUL

- You will be vigilant about hazards, the surroundings, team members and your fitness for work
- You will stay focussed on the task I am doing and look for ways to improve the way it is done
- You will take the time to plan and focus on how to do the job safely

## GET INVOLVED

- You will care for your team members and encourage others to work safely
- You will contribute to safety discussions, investigations, and meetings
- You will share your safety knowledge, experiences, and learnings with others

## YOUR VALIDATION

- What are the 3 Key Safety Behaviours?
- How can prevent taking shortcuts in the workplace?
- Can you stop unsafe activities or tasks?

## MORE INFORMATION

Safe Systems of Work are part of the new Workplace Safety Management System's Safety Task Cards  
Additional guidance and information is available on the HSE Website.

