

## **Safety Meeting Outline**



#### SMO 97-0602

#### **NEAR MISS - THE ONE THAT ALMOST HAPPENED**

By SeaBright Insurance Loss Control

What is a "near miss?" Webster defines it as: "A result that is nearly, but not quite, successful." What does this mean to industry? It simply means that a serious accident *almost* occurred. Someone trips over a pallet, but doesn't fall. Two forklifts *almost* collide at a corner. A tool is dropped, but toes are missed...this time.

Statistics tell us that for every 300 near misses there is one serious injury. According to the Bureau of Labor Statistics (BLS), 6.1 million injuries occurred during 1995. If we multiply each injury by 300, the result is 1.8 billion *near misses* for 1995 alone.

So what does this tell us about accidents? Look at the figures. If you reduce the number of near misses, probability tells us you will then reduce the number of injuries that happen.

#### The Same Things That Cause Accidents Cause Near Misses:

- Unsafe acts, such as improper lifting; walking under an overhead load; cutting, grinding, or chipping without safety glasses; not using proper Personal Protective Equipment, etc.
- Unsafe conditions, such as poorly maintained equipment, oil or grease on floors, welding leads that have been laid in walkways, trash and boxes that have been left in hallways, etc.
- Hurrying and taking risks to get a project done faster, or to wrap up a job at quitting time.

#### Report Near Misses *Before* They Become Accidents:

- Once a near miss occurs, report it immediately to the nearest foreman or supervisor. The potential for such incidents exists all over the workplace, so *all* employees—not just supervisors—must help identify them.
- If the near miss is a result of an unsafe condition, don't continue to work under that condition until the problem has been corrected and your supervisor gives the okay to proceed.
- If the incident is a result of unsafe acts, be certain that everyone involved has been alerted to their actions before they continue with the job.

#### **Near Misses Are A Warning:**

Letting a near miss go unreported provides an opportunity for a serious accident to occur. Correcting these actions or conditions will enhance the safety within your facility and provide a better working environment for everyone involved. Don't let yourself or coworkers become statistics--report near misses to your supervisor.

### Prevent An Accident That's About To Happen!

The materials contained in this outline are not intended as legal, business, or risk management advice to any party, and in no way represent advice with respect to specific practices of any party or any undertaking by SEABRIGHT INSURANCE COMPANY in any regard. SEABRIGHT has not confirmed or verified the accuracy or correctness of such materials or any information on which they may be based and makes no representation or warranty as to the content of this outline or its accuracy, or its appropriateness or its suitability for any particular reader, situation or practice, or as to conformance with applicable laws or regulations. Readers should conduct and rely on their own investigations before acting upon or otherwise using such materials. Questions about this material should be addressed in writing to the loss control department, SeaBright Insurance Company, Suite 1600, 2101 4th Avenue, Seattle, WA 98121, or by email to losscontrol@sbic.com.



# SAFETY MEETING AGENDA

DEPARTMENT/JOB SITE:			MEETING DATE:	
	Open Meeting & Present safety topic: Read minutes from previous meeting. Persons present:			
		-		
		-		
4.	Old Business – Status of previous recommenda	ations.	Discuss pending old business if any.	
5.		trends	ave occurred since the last meeting. Brief summary of s. Discuss corrective action taken, or needed. Concent	rate
6.	Inspection Reports – Report on findings and re	ecomme	endations of any inspection reports made since last mee	eting.
7.	New Business – Solicit employee suggestions.	Discus	ss new procedures, changes to company safety policy, e	etc.
TIN	ME MEETING STARTED:		TIME FINISHED:	
			TITLE:	