



Best Practices Employee Engagement

HUNTER
SITE SERVICES

BEST PRACTICES



Our best practice in a nut shell was employee engagement. The methods and resources used to engage our employees are **Behavioral Based Safety Policy**, **Reasons Why I Work Safe** campaign, and **The Employee Times** our monthly newsletter. These implemented resources are simple but have proven to be great tools to ensure a safe work environment at all Hunter Site Services jobsites.



Behavioral Based Safety Policy

Promote a culture where everyone works together to provide a safe work environment and provide more opportunities for craft level involvement in our safety process.

- BBSO
- Hazard Hunts
- Tell Me



BEST PRACTICES

Hazard Hunts

“Hazard Hunts” are used to increase hazard recognition and knowledge of controlling methods to reduce the risk of serious or fatal injury involved in common work activities, tasks and exposures.

Hazard hunts supplements the Safety Observations. A monthly theme will be selected to focus on a specific hazard. Hazard hunts are used as a tool to record and report potential hazards, near misses and conditions that may cause harm to people, assets and the environment.

HUNTER SITE SERVICES HAZARD HUNT CARD	
Your concerns for safety and suggestions as how to improve our safety program are important. Use this form to submit either a safety improvement suggestion, safe or unsafe observation. Your name is optional and the name of the person being observed is not to be used. This information will be used to continually improve our safety system and conditions.	
Improvement Input	
<input type="checkbox"/> Unsafe Act	<input type="checkbox"/> Unsafe Condition
<input type="checkbox"/> Safe Act	<input type="checkbox"/> Safe Condition
Employee Observation / Input :	
Employee's Action Taken or Recommendation:	
Observer's feedback given to other employee:	
Observer Name:	Date:
Facility:	Location:
Submit Hazard Hunt form to Site Safety Representative at the end of your shift for tracking purposes.	



Hazard Hunts

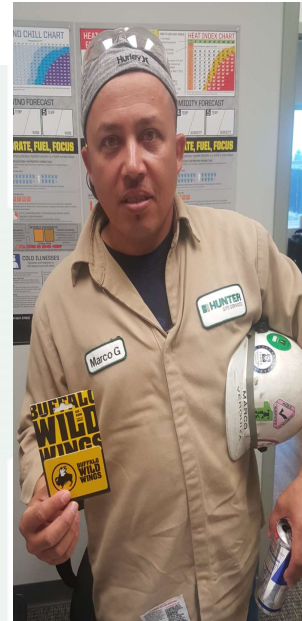
BE A
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BEST PRACTICES



HAZARD HERO'S



"Tell Me"

The Tell Me, Peer Keeper initiative is dedicated to creating a safety culture that motivates employees to find other means to promote their own personal safety through mutual support and protection on the job.

Sometimes an employee needs information or someone to talk to without fear of consequences. The Tell Me, Peer Keeper program has been designed to encourage employees to look out for one another and voice concerns when safety is at risk. It is not designed to reprimand other employees for unsafe work practices.



"Tell Me"

Hard Hat decals are worn by each employee as a reminder to maintain open dialect between each other and to keep safety at the forefront daily.

For example:

Someone who may approach a member with a non-judgmental statement like, "Can I suggest a safer way to do that?" or "Do you mind if we talk over something?"



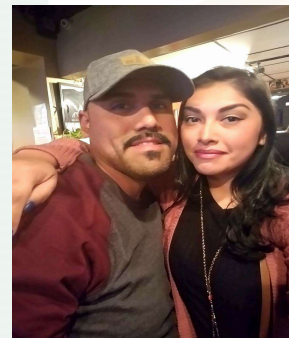
Reasons Why I Work Safe

To promote and encourage a safe, fair and productive work environment, Hunter Site Services has launched a “Reasons Why I Work Safe” campaign. We wanted to do something special to remind everyone that safety isn't just business - it's personal. We asked our employees to let us know who and/or what motivates them to make safety a priority each and every day.



BEST PRACTICES

Reasons Why I Work Safe



BEST PRACTICES

Reasons Why I Work Safe



The Employee Times

March 28rd 2016



EMPLOYEE TIMES

Your Company, Your News

In this issue:

- HBR Audit
- Birthdays
- Safety Corner

Our HBR Audit is on 3/31/16

Hunter Site Services thanks you for all of your Safe Work that has contributed to Our Success, and allowed us to get this far in the HBR Safety Excellence Awards process.

Happy Birthday

3/1	JoAnn DelaO
3/7	Ery Aguirre
3/9	Gerardo Rodriguez
3/23	Allen Felton
3/26	Justin Barrington

It's the end of the 1st quarter and we have:

0 Recordables

0 First aid

0 Near Misses

Way to go

Hunter Site
Services

Let's keep up the
safe work!

OSHA® QUICK CARD

Protecting Workers from Heat Stress

Heat Illness

Exposure to heat can cause illness and death. The most serious heat illness is heat stroke. Other heat illnesses, such as heat exhaustion, heat cramps and heat rash, should also be avoided.

There are precautions your employer should take any time temperatures are high and the job involves physical work.

Risk Factors for Heat Illness

- High temperature and humidity, direct sun exposure, no breeze or wind
- Low liquid intake
- Heavy physical labor
- Waterproof clothing
- No recent exposure to hot workplaces

Symptoms of Heat Exhaustion

- Headache, dizziness, or fainting
- Weakness and wet skin
- Irritability or confusion
- Thirst, nausea, or vomiting

Symptoms of Heat Stroke

- May be confused, unable to think clearly, pass out, collapse, or have seizures (fits)
- May stop sweating

- To Prevent Heat Illness, Your Employer Should
- Provide training about the hazards leading to heat stress and how to prevent them.

- Provide a lot of cool water to workers close to the work area. At least one pint of water per hour is needed.



For more information:
OSHA Occupational
Safety and Health
Administration
U.S. Department of Labor
www.osha.gov (800) 321-OSHA (6742)

Safety Corner



BEST PRACTICES

The Employee Times

May 18th 2017

EMPLOYEE TIMES

Your Company, Your News

In this issue:

- Birthdays
- Work Anniversaries
- Safety Corner
- Special Projects / Training
- VIP's
- Graded JSA's
- BBSO / Hazard Hunts
- Reasons why I work Safe

Happy Birthday

5-13 Josh Monroe
5-16 Alberto Reyna Sr.
5-31 Marco Polo



Happy Work Anniversary

5-5 Abelino Reyna (3yrs)
5-5 Alberto Reyna Sr. (3yrs)
5-8 Ronald Grunewald (4yrs)
5-18 JoAnn DelaO (2yrs)
5-27 Omar Portillo (2yrs)

Slips, Trips, and Falls Safety

A "slip" occurs when there is too little traction or friction between the shoe and walking surface. A "trip" occurs when a person's foot contacts an object in their way or drops to a lower level unexpectedly, causing them to be thrown off-balance. A trip most often results in a person falling forward while a slip most often results in the person falling backward. A "fall" occurs when you are too far off-balance.



Slips, trips, and falls are a leading cause of workplace injuries. What do experts recommend As the single most important step to take in preventing slips and falls? Simple...Housekeeping keep floors clean, dry, and free of obstruction.

Slips, trips, and falls cause numerous injuries every day. But they are among the easiest hazards to correct. Take the time to look around your worksite for these hazards and work to prevent them. Take care not to cause any slip, trip, or fall hazards as you go about your daily activities. Don't let a slip, trip, or fall keep you from enjoying all that life has to offer.

Causes of Falls:

- Poor lighting;
- Slippery surfaces, wet, oily, icy;
- Hoses, cords, trash, cluttered aisles;
- Granular or powdered material;
- Footwear; and
- Uneven surfaces (such as cracks or holes).

When it comes to safeguards against slips, trips and falls, nothing is more important than good housekeeping.

Accidents Big or Small...Avoid Them All!!!

May 18th 2017

EMPLOYEE TIMES

Your Company, Your News

Special Projects / Training

Hunter Site Services participated in OSHA's National Safety Stand-Down to Prevent Falls in Construction May 8th -12th

Fatalities caused by falls from elevation continue to be a leading cause of death for construction employees, accounting for 350 of the 937 construction fatalities recorded in 2015 (BLS data). **Those deaths were preventable.** The National Fall Prevention Stand-Down raises fall hazard awareness across the country in an effort to stop fall fatalities and injuries.

What is a Safety Stand-Down?

A Safety Stand-Down is a voluntary event for employers to talk directly to employees about safety. Any workplace can hold a stand-down by taking a break to focus on "Fall Hazards" and reinforcing the importance of "Fall Prevention". It's an opportunity for employers to have a conversation with employees about hazards, protective methods, and the company's safety policies and goals. It can also be an opportunity for employees to talk to management about fall hazards they see.

Our Safety Stand-Downs

Kim Polo and JoAnn DelaO headed up our stand-downs, and our crews we met with snacks and Valuable Fall Safety information.

We focused on 3 topics:

- Slips, Trips and Falls
- Personal Fall Protection
- Safe Ladder Use

Thank you everyone who participated, this is the second year Hunter has been involved, in this National Safety Stand-Down.



May 18th 2017

EMPLOYEE TIMES

Your Company, Your News

Value Improvement Process

VIP's to Highlight from March

We had 1 VIP this month.

The VIP came from Albert Reyna Jr. on Water Cases

Albert made Keith Outlaw aware that it would be both more cost, and time efficient to purchase water bottle cases and store them in the warehouse for field use, then have supervisors purchasing them while on a job.

VIP – is an improvement on how we do our daily activities that goes the extra step to improve the likelihood of a projects success; Use of Value Improvement Practices.

Ex. Taping building seams so you no longer have to grind the paint.

Ex. Pull lugs to bring modules together to mitigate unnecessary safety hazards.

This VIP is something all employees are encouraged to take part in. When an employee sees a VIP opportunity they will need to make their supervisor aware of the VIP opportunity. If the supervisor agrees the VIP solution, the improved process will go through the correct channels to be implemented as a part of our standard process. Each accepted and implemented VIP will be highlighted in the Employee Times.



If you'd like to add anything to Employee Times please email it to jdelaO@huntersiteservices.com and I'll try to get it in. I want a Reasons Why I Work Safe photo from every employee!!



BEST PRACTICES

The Employee Times

May 18th 2017

EMPLOYEE TIMES

Your Company, Your News

April 2017 JSA			
QTY	Employee Name	JSA Type	Grade
1	Thomas Murry	Hunter	A
	Ronald		
1	Grunewald	Hunter	A
2	Frank Cabrera	Hunter	B
1	Michael Monroe	Hunter	A
1	Abelino Reyna	Hunter	A
1	Abelino Reyna	Hunter	B
3	Jose Delacruz	Hunter	A
1	Jose Delacruz	Iplan	A
	Francisco		
1	Rodriguez	Hunter	A
	Gerardo		
2	Rodriguez	Hunter	A
1	Josh Smith	Hunter	B
2	Julian Escobedo	Hunter	A
3	Kenny Taylor	Hunter	A
4	Marco Guevara	Hunter	A
1	Marco Guevara	Iplan	A
5	Omar Portillo	Hunter	A
1	Omar Portillo	Hunter	B
2	Ramon Brena	Iplan	A
3	Ramon Brena	Hunter	B
3	Ramon Brena	Hunter	A
3	Santiago Delao	Hunter	A
2	Ricky Rodriguez	Hunter	A
44	Total Turned In		
36	A's		
8	B's		

A-Excellent Completely Filled Out Correctly
B-Missing some information in some areas of the JSA
C-Missing important information or Missing a lot of information on JSA
D-JSA filled out incorrectly



May 18th 2017

EMPLOYEE TIMES

Your Company, Your News

April		
Employee	Number Of BBSO	Number of Hazard Hunts
Aguirre, Ery	4	2
Allen, Felton Jr	4	3
Banda Rodriguez, Francisco	5	2
Brena, Ramon	4	4
Cabrera, Frank	3	3
De La Cruz, Jose	4	3
Delao, Santiago	2	1
Escobedo, Julian	2	1
Grunewald, Ronnie		
Guevara, Marco	4	4
Jeffery, Mike		
Monroe, Josh	4	3
Monroe, Michael	4	4
Murry, Thomas	2	2
Outlaw, Keith		
Polo, Kimberly	4	4
Polo, Marco		
Portillo, Omar	4	3
Reyna, Abelino	2	2
Reyna, Alberto Jr.	2	2
Reyna, Alberto Sr.	1	2
Rodriguez, Ricardo	3	3
Rodriguez, Gerardo	3	3
Smith, Carl	1	
Smith, Joshua	4	3
Taylor, Kenneth	2	1

Marco Guevara always fills out his JSA's, with detail while making sure he has completed all sections.

Thank you Marco, you too are a Hazard Hero!



For April we had 68 BBSO's completed & 55 Hazard Hunts Completed!

Lets make sure we are getting 1 BBSO & 1 Hazard Hunt completed each week!!

Everyone is doing a great Job Hunting the Hazards!

Julian Escobedo had a great save on Fall Protection on his Hazard Hunt and Omar Portillo is consistently producing thorough and detailed Hazard Hunts thank you for Being A Hazard Hero!

Omar please come see me for your gift card.



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May 18th 2017

EMPLOYEE TIMES

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Reasons Why I Work Safe & Why
Im a **Hazard Hero**

Keith Outlaw's Reason
Fun, Sun, Family & Friends



Ronald Grunewald's Reason
His Grandson



Janet Lindsey's Reason
The Beach



Josh Monroe's Reason
His Family



Jose Delacruz's Reason
His Kids



Brittany Cline's Reason
Family



Kim Polo's Reason
Vacations and Travel



Jason Vaughn's Reason
Friends & Family



JoAnn Delao's Reason
Birthdays & Family
Many more to my Daddy!



BE A
HAZARD
HERO



Thank you!

Created By: JoAnn DelaO

