Gemba: Safety Control Plan Cards

Process: Assign team members a control card to help identify hazards during the Gemba walk.

Goal: Find c
contribute to Serious Injuries or Fatalities (SIF-p).
Resolve on the spot or report for follow up.

Remember: Focus actions on elimination, substitution and engineering controls (example on backside of this card).

No need to reprint this slide if you already have it

How to Control Risks

Example: Oil on the floor

First: Contain the immediate hazard by cleaning, placing wet floor sign and/or blocking area.
Second: Implement solutions that address the root cause and keep issue from reoccurring (below).

Best Solutions (Preferred)			Only After Previous Have Been Considered	
Elimination			**rative**	**PPE**
• Stop using the oil • Use a machine that doesn't use oil	• S something that doesn't create a hazard	the oil leak • Install a catch pan for leaking oil with leak detection	eventive Maintenance on machine to avoid leaks • Replace used oil absorbent materials frequently • Increase oil cleanup schedule	• Wear shoes with good tread and slip resistance while in the area

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Motor Vehicle Operations: Attention Needed

☐ Unstable, unprotected or steeply sloped driving surfaces that could cause a PIV to tip over

☐ Unprotected racking system or damage observed

☐ No separation between PIVs and pedestrians

☐ PIV stacked too high with material

☐ PIV without overhead protection, when overhead hazards are present such as racking

☐ PIV design leaves user's feet unprotected while using

Ask "WHY is the hazard present?"

Next Step: Eliminate the Hazard - Substitute with Less Hazardous - Engineer Out the Risk

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Motor Vehicle Operations: Attention Needed

☐ PIV driving surfaces are in good condition. Gradual slopes are protected.

☐ Racking undamaged and protected by physical barriers

☐ Physical barriers protect pedestrians, electrical equipment, gas lines, operating equipment, etc. from PIV traffic

☐ PIVs are appropriately loaded to ensure safe visibility

☐ PIVs have overhead protection, when overhead hazards are present such as racking

☐ PIV designed to protect feet from stepping out of the vehicle while in use

Continue to Monitor Positive Conditions to Ensure They Are Appropriate and Sustained
Recognize the Good Work
Never Stop Improving

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Motor Vehicle Operations: Attention Needed

☐ Uncontrolled PIV access

☐ PIVs not equipped with blue light safety devices

☐ Congested/tight spaces for motor vehicles and PITs to operate, including PIV battery charging stations

☐ No dedicated parking spot(s) for PIV(s)

☐ Truck/trailers not secured to prevent movement or a pull away incident

☐ TBD

Ask “WHY is the hazard present?”

Next Step: Eliminate the Hazard - Substitute with Less Hazardous - Engineer Out the Risk

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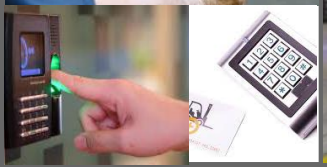
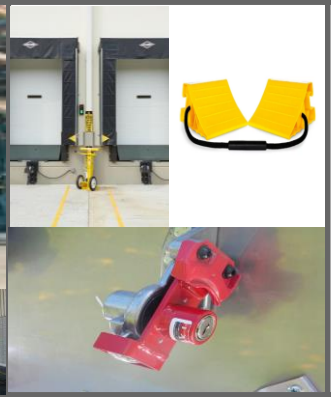
Motor Vehicle Operations: Attention Needed





- ☐ PIV access is controlled so that only trained and authorized users can operate
- ☐ Blue warning lights installed on PIVs
- ☐ PIV design and aisle widths are compatible to not create unsafe situations
- ☐ PIVs have dedicated parking locations when not in use
- ☐ Trailer locking system, glad hand locks, or wheel chalks to control trailer movement
- ☐ TBD

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Safe Behavior Observations: Motor Vehicle Operations

☐ PIV operators are keeping their bodies inside the cab during operation

☐ PIV operators drive backwards or forwards depending on visibility within the path of travel

☐ PIV operators are wearing their seatbelts

☐ PIV operator works within designated area and stops if a person approaches

☐ PIV operator is not looking at a communication device while driving (phone, tablet, etc.)

☐ PIV does not enter trailers until the trailer is confirmed to be secured from pulling away

Acknowledge and thank employees for safe behaviors.

Make note of behaviors that are unsafe and aim to fix the environment, not the person.

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Safe Behavior Observations: Powered Industrial Vehicle

☐ Does operator conduct inspection of PIV prior to operation?

☐ Does operator properly wear a seatbelt and/or fall restraint system?

☐ Does operator keep their eyes on their path of travel before and during movement?

☐ Does operators keep hands, feet and body inside the cab during operation?

☐ Does operator drive forklift with forks in lowest feasible position.

☐ Does operator assure load is secure before movement?

Acknowledge and thank employees for safe behaviors.

Make note of behaviors that are unsafe and aim to fix the environment, not the person.

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