

**Discussion Leader:** \_\_\_\_\_

**Attendance Sign- In:**

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**Summary**

After an accident has occurred, it is not unusual for those who were around the injured worker to feel guilty. This guilt is part of each person's inner awareness that there was possibly something they could or should have done to prevent the accident. Sometimes the accident is the result of someone else's mistakes. But who causes the accident is not as important as who is responsible for the accident, and what steps will be taken to correct future similar accidents from happening. The following is a partial list of responsibilities for safety on the job.

**Guide for Discussion**

*Who's Responsible?*

- Senior company management?
- Crew supervisor?
- Each person on the job?
- Trained safety professionals?
- Company safety committee?

*Some Responsibility Rules for Everyone*

- If it's unsafe for you then it's unsafe for the next person and the hazard should be corrected.
- Safety doesn't belong to any one construction craft; rather it is part of every construction craft to be responsible.
- If safety doesn't begin with you, it won't begin at all.

*An Individual's Responsibility*

- To yourself
- To your family
- To your co-workers
- To your company

**Additional Discussion Notes:**

*Other ways you can avoid hazards:*

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**Remember**

Workers' compensation checks won't pay all the bills nor will they replace the self-esteem one has from being a good provider to their families. Without complete cooperation from everyone on the worksite, it just will not be as safe as it should be.

**Supplemental Quiz  
Whose Responsibility Is It  
A Tool Box Talk**

**Instructor Note:** This written test can be given to employees, supervisors, the employer and the company safety committee to reinforce training in “Whose Responsibility Is It.”

In our company, who is primarily responsible for the following safety activities?

E = Employee  
SC = Safety Committee  
S = Supervisor  
EMP = Employer

- \_\_\_\_\_ Complying with Safety Rules
- \_\_\_\_\_ Conducting Safety Training
- \_\_\_\_\_ Recognizing Others for Safety Performances (Good or Bad)
- \_\_\_\_\_ Reporting Injuries or Illnesses
- \_\_\_\_\_ Providing Feedback About Safe Work Procedures
- \_\_\_\_\_ Enforcing Safety Rules
- \_\_\_\_\_ Conducting Area Safety Inspections
- \_\_\_\_\_ Selecting Personal Protective Equipment (PPE)
- \_\_\_\_\_ Assessing Workplace Hazards
- \_\_\_\_\_ Reporting Hazards
- \_\_\_\_\_ Conducting Accident Investigations
- \_\_\_\_\_ Rewarding Incentives
- \_\_\_\_\_ Recommending Corrective Actions to Eliminate Hazards
- \_\_\_\_\_ Demonstrating Safe Work Practices
- \_\_\_\_\_ Training Safe Work Procedures to New Employees
- \_\_\_\_\_ Ensuring Safe and Healthful Work Areas
- \_\_\_\_\_ Monitoring Safety and Health Programs
- \_\_\_\_\_ Showing Others How to Use Personal Protective Equipment
- \_\_\_\_\_ Reporting Incidents or Near Misses
- \_\_\_\_\_ Eliminating or Reducing Hazards
- \_\_\_\_\_ Developing Safe Work Procedures
- \_\_\_\_\_ Conducting Job Hazard Analyses

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**Supplemental Answers**  
**Whose Responsibility Is It**  
**A Tool Box Talk**

*Choices*

E = Employee

SC = Safety Committee

S = Supervisor

EMP = Employer

*Because each company is different, there are no single correct answers. However, one perspective of primary responsibility recommends one of the following answers:*

E, SC, S, EMP	Complying with Safety Rules
SC, S, EMP	Conducting Safety Training
SC, S, EMP	Recognizing Others for Safety Performances (Good or Bad)
E, S	Reporting Injuries or Illnesses
E, SC	Providing Feedback About Safe Work Procedures
SC, S, EMP	Enforcing Safety Rules
SC, S, EMP	Conducting Area Safety Inspections
SC, EMP	Selecting Personal Protective Equipment (PPE)
SC, EMP	Assessing Workplace Hazards
SC	Reporting Hazards
SC, S, EMP	Conducting Accident Investigations
SC, EMP	Reward Incentives
E, SC, S	Recommending Corrective Actions to Eliminate Hazards
SC, S, EMP	Demonstrating Safe Work Practices
SC, S, EMP	Training Safe Work Procedures to New Employees
SC, S, EMP	Ensuring Safe and Healthful Work Areas
SC, S, EMP	Monitoring Safety and Health Programs
SC, S, EMP	Showing Others How to Use Personal Protective Equipment
E, S	Reporting Incidents or Near Misses
E, SC, S, EMP	Eliminating or Reducing Hazards
SC, S, EMP	Developing Safe Work Procedures
S, EMP	Conducting Job Hazard Analyses