

# **Weekly Safety Meeting**

## Shortcuts Are a Choice

Everyone takes a shortcut at one time or another. We cross the street between intersections instead of using the crosswalk or jump a fence instead of using the gate. But, in many cases, a short cut can involve danger.

The decision to take a shortcut can be influenced by many different factors. At the end of the day, shortcuts are a choice made by an individual.

It is important to realize this fact and take steps to avoid taking shortcuts especially when it comes to safety on the job.

#### **Common Safety Shortcuts:**

Taking shortcuts when it comes to safety can manifest in many ways. Some common types of safety shortcuts that occur in many workplaces and ways to prevent them include:

- Not implementing all necessary safeguards--almost every work task has several safeguards that are to be implemented prior to work beginning. Each safeguard that is implemented as one more way to protect yourself and others from injury.
- Help set the expectation that shortcuts are unacceptable when it comes to safety. If coworkers see you taking shortcuts, they are more likely to do so themselves.
- Realize that shortcuts affect more than just you. They can result in negative impacts on production and cause property damage, as well as injuries.
- If facing a perceived time pressure, evaluate whether it is self-imposed time pressure. Many times, individuals put pressure on themselves to perform a test faster when there is no real outside pressure to get a work task completed.
- Preplanned work tasks well ahead of time so the necessary tools, training, personnel, safety equipment, time, etc. Are available. Having all the necessary items for work tasks can help to avoid the urge to take shortcuts.

#### Ways to Avoid Taking Shortcuts:

- Hold yourself to a higher standard. Do not take the easy way out. Take the time and energy to perform tasks correctly. Make it a habit to follow safety policies and procedures.
- Help set up the expectation that shortcuts are unacceptable when it comes to safety. If coworkers see you taking shortcuts, they are more likely to do so themselves.

- Realize that shortcuts affect more than just you. They can result in negative impacts on production, and cause property damage as well as injuries.
- In facing a perceived time pressure, evaluate whether it is a self-imposed time pressure. Many times, individuals put pressure on themselves to perform a task faster when there is no real outside pressure to get a work task completed.
- Pre-plan work tasks well ahead of time so the necessary tools, training, personnel, safety equipment, time, etc. are available. Having all the necessary items for work tasks can help to avoid the urge to take shortcuts.

#### Summary:

Taking shortcuts is just an individual choice. There are many factors affecting the individual choice, but it is ultimately a choice that is made. It can be difficult to never take a shortcut when it comes to safety, but there are many actions that can eliminate the urge to do so.

IF THE VOICE IN YOUR HEAD HAS TO ASK, "IS THIS SAFE?" IT ISN'T!!

### Safety Meeting Sign-In Sheet

Supervisor:	Subject:
Location:	Date:
Conducted By:	Trainer Signature:

Name (print clearly)	Signature	Comments / Safety Concerns / Training Requests