

# Loss Control Policy Statement

Company policy has been defined as, "a written statement which expresses the wisdom, philosophy, experience and belief of a company's top management for future guidance toward attainment of stated goals." A loss control policy statement should reflect management's philosophy and be compatible with the goals of the organization. These statements provide necessary guidance to everyone

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within the organization toward the development and implementation of the loss control efforts.

There are many "canned" safety policies available for companies to use. However, the most effective policy is one that expresses, in a personal way, top

management's intentions, sincerity, and determination. Loss control statements should be written to insure that confusion concerning direction and assignment of responsibilities is eliminated.

An organization's safety performance will depend on the actions taken by all the individuals within the organization. One of the most important questions that will affect an individual's decision on a course of action to be taken is; "What does the boss want from me?" The safety policy will provide the necessary guidance in answering this and other related questions.

Once written, the policy should be signed by the chief executive officer or president, and distributed to all employees.

The format of a written safety policy is not as important as its clarity in stating management's sincere desires. The policy should reflect their thoughts on the following:

1. What is the purpose of the safety program?
2. Will the safety program cover only on-the-job safety, or will it include off-the-job, fleet, public, property damage, fire, and/or product safety?
3. Who will be assigned safety responsibilities and what duties will they perform?
4. Will there be safety assistance in the form of a safety director and/or a committee?
5. Who will have the authority to administer the safety program?
6. Which statement will guide the program?

After the policy is formulated, written and printed, it must be conveyed to all employees. Placing additional copies in appropriate areas will provide a constant policy reminder to employees.

To maintain employee awareness of top management's commitment to safety, the policy statement should be issued at least annually. New goals and objectives will be publicized in the same manner as the policy statements.

The safety policy statement is management's expression of the direction they intend employees to follow when addressing safety. The benefits of this policy include the following:

1. It makes it easier to enforce safe practices and conditions.
2. It makes it easier for supervisors to comply with company policy.
3. It makes it easier for employees to follow safety instructions.

## Examples of a loss control policy statement:

"As chief executive officer of your Company, I am greatly pleased that we are in the front rank for the promotion of employee safety. I want all employees to know it is my definitive policy, both personal and official, that everything within reason will continue to be done throughout the Company to maintain or better our position. I consider the safety of personnel the number one priority in our plants, laboratories, and offices. I ask for your full cooperation in making this policy effective."

"Employee safety is our greatest responsibility. We must operate our plants and offices safely. Safety is one of the most important responsibilities each of us has as a management representative. Safety is important because failure to maintain a safe workplace means emotional and financial hardship for an injured employee and his or her family. Additional losses include a lower self image for the Company in the community, and the possibility of affecting the friendliness and cooperativeness with our work force. I feel certain our efforts to achieve accident-free operations will be successful, if we utilize the talents of our management team to the fullest."

"Industrial injuries are always costly to individual workers and often disastrous to the security of their family. They are also costly to the Company, both in direct financial burdens and in the reduction of work efficiency. It is the firm belief of

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this company's management that industrial accidents will be reduced or eliminated by the deployment of every reasonable mechanical precaution and safe practice within the plant. Every employee has an important place in the accident prevention program and is expected to cooperate fully in the measures taken for safety."

"The safety of employees continues to be the first consideration in the operation of our business. Working conditions must meet accepted standards for protection, safety and health to employees. Management and employees together should maintain a clean and orderly work environment, to encourage efficient operation and satisfied employees."