

# SafetyRoadtracks

February 2004



**Safety is Job #1**

## Field Safety Contest Winner!

The Safety Committee has adopted the new company safety slogan, presented by Vince Bean...

### **SAFETY IS JOB #1**

Thank you to all the employees who took the time to present their ideas: Bonisue Coburn, Chuck Belhumer, and John Peretto

## VEHICLE SAFETY REMINDERS

GCC continues to receive complaints made by the public regarding the unsafe driving practices of GCC employees. **Speeding and reckless driving will not be tolerated and will result in strict disciplinary action based on the seriousness of the violation.**



### Vehicle Post-Trip Rules:

- All accidents, vehicle problems, or defects must be reported immediately to your supervisor or the Shop. Reporting requirements include completion of any forms utilized by the company for the purpose of documentation and recordkeeping.
- Drivers are required to notify their supervisor of any tickets, accidents, or other violations they have received while driving. Notification must be as soon as reasonably possible but in no way later than the next scheduled driving duty to be performed. Note: Speeding includes driving too fast for the conditions, i.e. rain, fog, and heavy traffic.
- Traffic violations are not considered reimbursable costs. All violations, including parking tickets and speeding tickets, will be the responsibility of drivers. Violations will be subject to disciplinary action, up to and including termination, in accordance with the severity of the violation.



## Foremen Committee Meeting

We would like to thank the Foremen who have participated at the Foremen Committee Meetings. Their contributions continue to make a positive impact for all the employees working in the field. We value the communication and interest shown for the management of the companies field activities.

Attendees on 2/3/04: Scott Groff, Jess Todd, Gary Rossi, Mat Avilla, Brian Bailey - Next Meeting: 3/2/04 @ 4:00 PM (Santa Rosa Yard)

### Inside this Issue

|                            |   |
|----------------------------|---|
| Safety Contest Winner      | 1 |
| Vehicle Safety Reminders   | 1 |
| Foremen Committee Meetings | 1 |
| Safety Reminders           | 2 |
| Workplace Violence         | 2 |
| Star Bucks Field Safety    | 2 |
| Thanks to...               | 2 |
| Safety Behavior            | 3 |
| Safety Quote               | 3 |
| Cell Phone Use             | 4 |
| Active GCC Projects        | 4 |
| Mark you Calendar!         | 4 |
| Holiday Office Schedule    | 4 |

### Safety Committee

#### 2004 Members

Richard Ghilotti  
Brian Ongaro  
Paul Donaldson  
Damon Calegari  
Gene Petrini  
John Klapperich  
Julie Thornton  
Field Representation Pending

### Remember:

Information on GCC Safety Policies and Procedures is available at [www.ghilotti.com](http://www.ghilotti.com) under the Safety and Health section. If you have any questions regarding matters of safety, speak to your supervisor, or contact Julie @ (707) 585-1221.

E-mail topic suggestions for the next Safety Roadtracks to [Julie@Ghilotti.com](mailto:Julie@Ghilotti.com).

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**Safety Reminders:**

- STAY CLEAR! of the swing arm radius of equipment. Operators - remember to check your surroundings!
- Do a visual on the machinery and equipment before start-up.
- Foremen: Do a visual walk-through of the site (daily) before the crew begins working! Document identified hazards and corrections on the time card.
- Master switches must be turned off and key removed when shutting down the job!
- All Foremen should have extra pad locks readily available for use when needed.
- Foremen - If you have a subcontractor on your project that is unsafe or is not complying with standard safety requirements, contact the Area Manager for assistance.
- When working with steel plates, do not use your hands or feet to guide the plate (use a shovel)!
- Make sure steel plates are secure (i.e. cutback, grinding, etc.)

**STAR BUCKS SAFETY****Recent Winners:**

Rudy Navarro, Scott Groff, Bryan Miller, Pete Gobbi, Will Lawson, Guadalupe Vera, Kirby Bobo, Vince Bean, Brian Bailey, Lee Engelke, John

Peretto, Gary Rossi, Jess Todd, Mat Avilla

**Positive Safety Behavior Includes:**

- Employee participation in safety inspections
- Employee pro-active involvement in safety meetings
- Excellent Housekeeping Efforts
- Safety Suggestions/Contribution to GCC Safety Program (Education & Awareness)
- Employee communication of identified hazardous conditions or work practices
- Any behavior that promotes safe work practices and job site conditions

**Workplace Violence - ZERO TOLERANCE!**

*Excerpts from an Article by Safety Compliance Alert*

Safety Manager Pete Travers told an employee to put his safety glasses on. The employee did, but walked away glaring. Pete didn't think much about it, even though he'd heard Don had a reputation for bragging about having a gun in his car. When he saw the employee again without glasses later in the day, Pete went to the employee's supervisor to report his continued failure to comply with company safety rules.

At the end of the day, Pete witnessed the employee speaking to the supervisor. The employee made statements to include "If you guys are so concerned about my safety, I think you just ought to follow me home," and "or, you know where the parking lot is. We'll just go out there and take care of this." After the employee left the premises, Pete called the HR and the legal departments to have the employee dismissed immediately for violating company policy against threats.

Because the supervisor was afraid to go out into the parking lot, Pete spoke to the company lawyers about slapping an emergency restraining order on Don to keep him away from company premises.

The court granted the company's request for an emergency injunction, and the court subsequently made the injunction permanent. The employee argued that he didn't specifically threaten anyone, however, the judge ruled that even generalized threats could indicate potential violence, so he granted the injunction.

In a separate union grievance procedure, the instant dismissal - without going through the progressive discipline procedure - was upheld as well.

**THE TWO IMPORTANT MESSAGES IN THIS CASE:**

1. Safety polices should be strictly enforced, even if that means dealing head-on with someone whose difficult reputation precedes them.
2. All threats of violence, even vague talk, should be taken seriously.

In January of 2003, Ghilotti Construction Company adopted a Zero Tolerance Policy to workplace violence because the safety and security of our employees, and the public, are of vital importance. The policy, which was provided to all existing employees in January of 2003 and new hires forward, can be accessed on-line or a copy provided upon request.

The costs of workplace violence are great, both in human and financial terms, and has been recognized as a growing problem nationwide.

**Thanks to...**

**Nick Basich** for reminding the crew that rebar caps need to be in place before working around exposed rebar, regardless if we are responsible for the rebar installation or concrete work.

**John Peretto** for pointing out that Foremen should always check the operator and machinery to see if they are compatible prior to operation. All operators should be familiar with the machinery that they are operating.

**Safety starts with you!**

## IDENTIFYING AND CORRECTING UNSAFE EMPLOYEE ATTITUDES AND BEHAVIOR

Eighty percent of all accidents occur because of unsafe employee acts. Behind those acts you sometimes find an indifferent attitude, inattention or someone in a hurry. A company can have the very best safety program in place, but if the employee do not “buy-in” to safety and consistently practice safety rules, it is likely that the program will be ineffective.

Without question, the most important things supervisors can do to prevent accidents are to observe, counsel, and correct employee, who behave unsafely on the job. This process goes beyond reprimanding or blaming. It includes attempts to influence attitudes, which may eventually change behavior.

### What kinds of attitudes and behaviors are major factors in accident causation?

- **Past Experiences** - Example: An employee saying “I have been doing it this way for 20 years” and refusing to give up their old bad habits.
- **Displays of Manhood** - Example: “Show-Off” behavior. Not asking for help when needed, or not using the required safety equipment.
- **Casual Choices** - Example: Forsaking safety and taking chances, due to boredom and repetition of a task.
- **Insecurity** - Example: Employees concerned about their job security sometimes try to work faster or take chances that put them at higher risk for injury.
- **Following the Crowd** - Example: “Everyone else does it that way!”
- **Personal Problems** - Example: Concerns not related to the workplace can be major factors in accident causation. These stresses, if not dealt with effectively, can result in higher absenteeism, reduced productivity, lower work quality and costly accidents.
- **Job-Related Conflicts** - Example: Negative attitude towards co-workers or supervisor, lack of support, and conflicting demands are all potential distractions from safe job performance.

### What can you do to control unsafe attitudes and behavior?

- Ensure that the physical environment is safe
- Keep lines of communication open to all employees
- Try to identify the negative attitudes behind an employee’s unsafe acts
- Demonstrate that safe work practices are a “condition of employment”

### Strategies to correct unsafe employee acts:

To really make a difference in changing an employee’s safety behavior, they must understand that working safely is the only way to work and that it will benefit them in the long run. For a permanent correction of unsafe acts, an employee must “buy-in” to work safety. This process starts with a constructive interview in a private setting, as soon as possible after the unacceptable behavior was observed. The first rule to a successful change must be the commitment to focus on the unsafe act rather than scolding or blaming the employee. The following steps are guidelines to follow:

- Point out what you observed and your concern about it.
- Try to get employees to re-think the situation.
- Acknowledge, but do not excuse stressful situations.
- Take reasonable steps to help the situation, if possible.
- Come to an agreement on what needs to be done.
- Observe and follow-up.
- Document all of your discussions and training

You must go beyond the fault-finding and scolding approach if you want to truly change unsafe employee behavior. Spend the time necessary to learn what motivates your employees and why they have unsafe habits.

*(Excerpts by Chales Kittleson, Eagle Insurance Companies) - Note: Although t this subject is geared toward a supervisory position, it is important for all employees to be aware of reasons for unsafe behavior and to be educated on how to commincate observations when nunsafet bahavior is identified)*



### SAFETY QUOTE

“Change has a considerable psychological impact on the human mind. To the fearful, it is threatening because it means that things may get worse. To the hopeful, it is encouraging because things may get better. To the confident, it is inspiring because the challenge exists to make things better.” *King Whitney, Jr.*

**CELL PHONE USE ON THE JOB**

**PERSONAL CELL PHONE USE IS PROHIBITED DURING WORKING HOURS.** Personal cell phone use is allowed before and after shifts and during breaks only. Violation of this company policy may result in disciplinary action.

**DO CELLULAR PHONES CAUSE ACCIDENTS? YES!**

*Reprint from GCC Safety Newsletter, Edition October 2001*

It is common knowledge that the number one cause of work-related fatalities is vehicle accidents. With advancements in technology, distractions and contributory causes of accidents have increased significantly. The National Highway Traffic Safety Administration uses a variety of data sources to identify emerging safety problems, to include the Fatal Analysis Reporting System and the National Automotive Sampling System, and police crash reports collected by the states. In recent years, both agencies have attempted to identify cellular telephone use as a pre-crash factor from police crash report narratives. Although there is a serious under-reporting bias in the data, there are trends that show that cellular telephone use is a growing factor in crashes. Driver inattention is the most frequently cited pre-crash condition.

There is little doubt that using a cellular phone while driving can distract the driver from the task of driving safely. In light of the prevalent hazards associated with cellular phone use, Ghilotti Construction Company is requiring that all drivers refrain from using the cellular phone while driving.

In addition, because of the “distraction” and requirement for proper hearing protection, GCC prohibits the use of cellular phones while operating, and working around, heavy equipment. Walkmans and similar devices are also prohibited, as they prevent the use of proper hearing protection and may cause unneeded distraction.

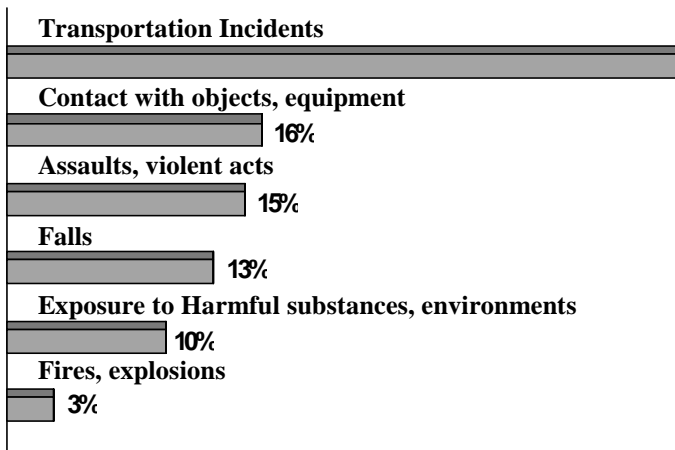
**ACTIVE GCC PROJECTS**

Carneros Inn/Phase 2; Parker Hill @ Siena;  
 Cloverdale Blvd Improvements;  
 Cloverdale Improvements; Reflections,  
 Parcel 2 @ Hiddenbrook; Redwood Village;  
 The Vineyards/Cloverdale; Marisol Skyline  
 Collage/San Bruno; 3rd Street/Richmond;  
 Park Street/Petaluma; Mare Island; Campus  
 Bay/Richmond; Davis Street Entryway/Vacaville;  
 2nd St. East/Riverhill/Benicia; Vintage Meadows 2,  
 Cloverdale; El Rancho and Grahn/Santa Rosa;  
 Orchards @ Hiddenbrooke/Vallejo; Infineon;  
 Cloverdale Slide/Hwy 101; Alamo Lane/Vacaville;  
 Todd Road/Santa Rosa; Petaluma River Apartments;  
 Emeryville Recon Vallejo Curbs

**How People Die on the Job**

5,524 people were killed in work-related incidents in the USA in 2002.

**By Category:**



Source: Bureau of Labor Statistics, Census of Fatal Occupational Inj



**MARK YOUR CALENDAR!**

**Annual Safety Kick-off (Superintendents & Foremen):** April 23rd, 1pm @ Peterson Tractor in Santa Rosa.

**HOLIDAY OFFICE SCHEDULE:**

**Presidents Day:** 2/16/04 - Office Closed

Members of the Safety Committee want to help create a program that benefits all employees. Your input is important, so please do not hesitate to speak with any of the committee members, or complete a Safety Information Form available in the old dispatch office. The GCC Safety Newsletter will be published bi-monthly. If there is a topic that you would like to see published, contact Julie @ (707) 585-1221 or email julie@ghilotti.com.