

Communicating the importance of safety to your employees is vital to building a positive safety culture. This will help ensure any safety reminders do not go lifeless. Think about a safety poster that has been on your bulletin board for months or even years, having the same safety poster in the same location for a long period of time, people will stop noticing it. It fades into the background. This phenomenon is called inattention blindness and it has a lot of safety repercussions, from increasing the risk of slips, trips, and falls due to the ineffectiveness of safety posters over time. Safety posters need to be constantly rotated to new locations and any old posters should be swapped out with new eye-catching ones.

Importance of Communication

Date Discussed:

Signature:

Employees must be informed of their legal rights and responsibilities. This can be done at orientation, and it must be documented. When an employee has a concern about a hazard, take it seriously and ensure it is attended to immediately. It is very important that your employees know they can come to management with all of their concerns free of judgment.

The benefits of having effective Training and Communication:

- Employees will have a clear understanding of what is expected of them.
- Reduced mistakes due to lack of knowledge.
- Reduce the risk of workplace injuries.
- Increase productivity and efficiency.
- Improve employee morale.
- Enhance employee retention.
- Display a positive business reputation.
- Reduce costs associated with workplace injuries.

Ways to communicate safety within your work environment:

Make It Visual – Posting safety signs, labels, floor markings and other clear visual cues can help employees understand the hazards and instructions of the workplace.

Translate – Provide training materials in different languages, if necessary, understand your audiences needs to get the safety message across effectively. For example, read materials out loud for those who have difficulty reading.

Training – Try to make training as hands-on as possible. Showing your employees, the tasks they will need to perform and the safety measures they will need to take.

Types of learning styles:

It is important to ensure everyone at your facility understand the safety training that is provided. There are four different learning styles:

 **Visual Learners** – Learn best when information is presented visually through images or PowerPoints.

 **Auditory Learners (Hearing Learners)** – Learn best through the spoken word, such as conversations.

 **Reading/Writing Learners** – Learn best through text, either reading it, or taking notes.

 **Hands-on learners** – Learn best when they physically interact with their learning environment.