

Accident Reduction Counseling Program

I STANDARD

Minimum guidelines for development of an accident reduction counseling program.

2 OBJECTIVE

To provide minimum standards for the establishment of an accident reduction counseling program for each location.

3 GUIDELINES

- Each operation through the Mine Safety and Health Team (MSHT) shall establish a system of counseling for accident repeaters at their location.
- The MSHT shall establish qualifying levels or events that trigger the counseling session(s) and actions with a minimum requirement that all MSHA reportable injuries will be an important indicator.
- The counseling program shall contain metrics of accident experience as it relates to the employee's peers, the operation and the industry.
- The MSHT team will determine the composition of the membership of the counseling group as well as the development of guidelines for the counseling session. Membership shall include, as a minimum, the senior manager of the facility (or his designee) and a member of the safety department.
- The counseling session will conclude with a discussion and written recommendation for actions aimed at improving the employee's personal performance.
- A record of the counseling session will be filed and included in the employee's personnel file.