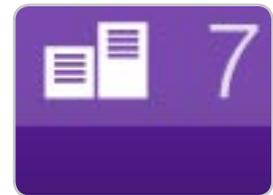


How to be a learning organisation

Information sheet from Seven steps > Step 7 > Further tools



Businesses with good health and safety performance are continually striving to learn and improve. Whether you are a leader or a worker, this information sheet tells you what you need to consider if you want to be part of a learning organisation.

What is a learning organisation?

A learning organisation is constantly striving to improve health and safety on a day-to-day basis by building on the lessons learned from the past and sharing best practice information with, and learning from, other organisations and industries.

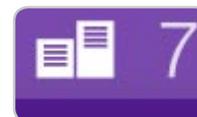
Why is ongoing learning important?

A learning organisation protects against accidents, incidents and ill health. No one wants to see someone they work with get hurt or killed. If a project can come in on time, make a profit and everyone gets to go home safely, then everyone wins.

As a leader what can I do to be part of a learning organisation?

- If you want to learn and improve you have to invest the time and energy to make it happen. Developing your health and safety approach will take time and you have to give your managers and workers the knowledge and skills to grow with it.
- Find out what other construction companies are doing to improve their health and safety. Network with your local trade association or find out the latest from the Major Contractors Group (MCG).
- Get ideas from how other industry sectors have improved their health and safety.
- Walk and talk. Go on site and see what is going on. Ask what your workers really think about their safety briefings or toolbox talks.
- Analyse near misses and worker feedback/suggestions to improve site health and safety performance.
- Investigate incidents, accidents and/or ill-health cases to find out the true cause.
- Give your managers and supervisors health and safety objectives (eg how many observations should they do each week, how many tool box talks should be delivered). Do not forget to periodically review these with them.
- Encourage a no-blame atmosphere on site. Make sure workers are not always blamed for things that go wrong; recognise it could be your decisions that are the cause.
- Carry out the *Health and Safety Diagnostic Tool* (HSDT) or staff surveys every 6-12 months and use the results to learn and improve.
- You can always call in consultants or occupational health experts to help you with difficult problems and if you are not sure what to ask of them a good starting point is to be really clear what you expect the end result to tell you. As with any service, quality can vary, so shop around, ask for references and if in doubt check the HSE website or your trade association for advice.
- Communicate the lessons learned to the whole workforce. This includes accidents, incidents and ill-health cases, learning from other companies, post project reviews, etc.

To download this checklist complete the *Leadership and worker involvement toolkit* > Seven steps > Step 7 > Further tools



As a worker what I can I do to be part of a learning organisation?

- Share good health and safety practices with your workmates.
- Don't be afraid to make suggestions.
- Get involved in any discussions during safety briefings and toolbox talks. People learn from mistakes so even stories about when things go wrong can be very useful.
- Your site supervisor's job is to keep you safe. Help them do their job properly. If you see something unsafe, report it. It's often the simplest things that get overlooked and do the most damage.
- If you nearly have an accident make sure you report it. It could be one of your work mates next time and they might not be so lucky.

KEEP LEARNING, KEEP IMPROVING, KEEP HEALTHY, KEEP SAFE!

For further information see www.hse.gov.uk/construction

The Leadership and Worker Involvement toolkit is aimed particularly at small and medium sized businesses and is designed to help improve your health and safety and bring additional benefits to your business performance and productivity.

Developed by the construction industry's Leadership and Worker Engagement Forum. Hosted by HSE 06/12