

MDOT FREQUENTLY ASKED QUESTIONS FOR SAFETY

WHAT IS WORKPLACE SAFETY?

Occupational safety is important for many reasons. First and foremost, an employee should never compromise their health or bodily safety to complete a job. Employers have a legal, moral and financial obligation to provide a safe workplace, free from recognized dangers.

Employers need to provide a safety strategy that fits their business or agency. Safety strategies can range from training sessions to providing PPE at no cost.

WHY IS WORKPLACE SAFETY IMPORTANT?

Creating a safe workplace is one of the most important aspects of an employer's job and responsibilities. Having a safe place means that employees have little to no risk of developing an injury or illness while on the job. It is critical to make a safety a value, not just a priority, to ensure all employees return home safely every day.

DOES MDOT HAVE A SAFETY STRATEGY?

MDOT desires to elevate and promote safety as a value. MDOT's goal is that every day, each member of the MDOT family returns home to their loved ones, safe and sound. This will be accomplished through commitment, focus, strategies, and communication, across MDOT so all employees and those we serve in our communities are in a safe and healthy environment. With openness and professionalism, MDOT will model and act with a growth-oriented mindset towards safety that is built upon risk analysis, training, and corrective action/lessons learned. All of us are leaders of safety on-site, in offices, in the field, at home and in our communities.

MDOT'S SAFETY COMMITMENTS:

1. Allocate a dedicated leadership, budgetary resources, and teaming structure to carry out MDOT's Safety Mission at each TBU.
2. Establish a well-defined and operating occupational safety and health program that all the MDOT TBUs have incorporated. Enhance occupational safety and health programs, policies, procedures, and guidelines to move from compliance to best practices.
3. Apply risk management principles to identify, and as appropriate, eliminate, control and/or reduce risks relevant to our operations and the services we deliver.
4. Align safety reporting data and metrics between TBU's, when possible, to universally see the whole picture of risk and opportunities for continual improvement across MDOT.
5. Promote safety through training, education, and information to our employees, as relevant to their roles and responsibilities.
6. Promote a pro-active safety culture where MDOT employees, contractors, and stakeholders at all levels work collaboratively to recognize worksite hazards, raise viable safety concerns, share learnings, and best practices to promote and improve safety management and culture. No job is so urgent or important that it cannot be done safely.
7. Encourage management at all levels to engage and consult with Risk Managers as the subject matter experts on safety matters.
8. Celebrate annually, the achievements of those who embody MDOT's safety values.

WHAT IS THE MDOT SAFETY COMMISSION?

The Safety Commission is made up the TBU Safety Officers and sponsored by the MDOT Secretary. They are a as a group of safety and health professionals focused on instilling a culture of safety and health within MDOT and in their respective TBUs, as well as foster partnerships and sharing of resources across the organizations business units. The commission was established in 2020 and has been successful at fostering collaboration on safety across the organization. This group has been credited with promoting awareness of safety.

WHO IS MY TBUS SAFETY OFFICER?

Each TBU has a Safety Office that is focused on the health and safety of MDOT employees, monitoring compliance with Federal and State regulations and oversees various safety and risk management programs.

TSO: Office of Risk Management, Martin Lee

MPA: Office of Safety and Risk Management, Andrea Williams

MTA: Office of Safety Management & Risk Control, Michael Winger

MAA: Office of Safety and Risk Management, Bernadette Bridges

MVA: Risk Management and Fleet, Richard Norman

SHA: Office of Homeland Security & Occupational Safety, Michael McCauley

MDTA: Office of Environment, Safety and Risk Management, Troy Palmer

WHAT FORMS DO I NEED TO COMPLETE WHEN AN INJURY HAS OCCURRED?

Please reach out to the appropriate TBU Safety Office for the correct forms.

HOW QUICKLY SHOULD I INFORM THE SAFETY OFFICE FOR MY TBU AFTER AN INCIDENT, ACCIDENT OR INJURY OCCURS?

According to MDOT 292.1 – it states that notice of injury to the employee’s supervisor or designee is immediately after the injury occurs. We need to stay consistent with this policy.

WHAT IS THE “WORK ENVIRONMENT”?

A work environment is defined by OSHA as “the establishment and other locations where one or more employees are working or are present as a condition of their employment. The work environment included not only physical locations, but also the equipment or materials used by the employee during the course of his or her work.”

WHAT PERSONAL PROTECTIVE EQUIPMENT (PPE) IS NEEDED AT MDOT?

Personal Protective Equipment (PPE) is any type of equipment or clothing worn by a person to protect them a specific hazard and minimize exposure to the hazard. Common PPE found worn by MDOT employees include: safety gloves, steel-toed boots, high-visibility safety vest, hard hats, safety goggles. Other types of PPE may be issued to employees depending on their job classification and/or work activity.

HOW CAN I PREVENT INCIDENTS, ACCIDENTS AND/OR INJURIES AT WORK?

Prevention has a lot to do with understanding what type of hazards are around and whether everything is being done to mitigate or eliminate them. Employees must follow safety measures discussed during trainings to help reduce injuries and keep employees safety; to include properly wearing of PPE. Follow all steps of a job and don’t take shortcuts to get the job done faster. Conduct regular inspections of equipment and PPE to ensure that they are not damaged or deteriorated.