

# Manufacturing Advisory Group

## 2021-2023 Work Plan



**MAG**

Manufacturing Advisory Group

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# MANUFACTURING ADVISORY GROUP (MAG) 2021-2023 Work Plan

## STRATEGIC FRAMEWORK

### OUR PURPOSE

To establish a process of continuous safety improvement across the BC Forestry manufacturing Industry. To produce an environment free of injuries, incidents, and close call events.

### RESPONSIBILITIES

The Advisory Group will analysis emerging trends, and incident results within Sawmill operations, leverage shared experiences and develop technological, process and safety management solutions to consistently and continuously improve safety performance. The MAG members openly share the Best Safety Practices to support a quest for zero incidents so that every worker may go to work each shift and return home safely to his/her family and community.

The Manufacturing Advisory Group committee is responsible to:

- Share safety materials, Best Practices and have a collective commitment to cooperate on safety matters including learnings from critical incidents and best practices.
- Develop strategies for continuous improvement of safety and promote such strategies to MAG members
- Foster and communicate the importance of a safety culture
- Share safety materials and have collective commitment to cooperate on safety matters including learnings from critical incidents and best practices
- Distribute safety developments, Best Practices, news and other related information to enhance safety programs/results throughout the forestry manufacturing industry
- Maintain SAFE Certification with the MAG-Safe Audit
- Share agreed upon Benchmarking incident statistics

## **ACCOUNTABILITY AND REPORTING**

The Manufacturing Advisory Group (MAG) Committee will consist of Safety Leaders from the Forestry Manufacturing Industry (Sawmills, Wood Pellets & Pressed Board Manufacturers and British Columbia Safety Council (BCFSC) staff. The MAG Committee will report regularly to the Manufacturing CEO Steering Committee.

## **BC FOREST SAFETY COUNCIL RELATIONSHIP**

The BC Forest Safety Council (BCFSC) is the Health and Safety Association for Sawmills, Wood Pellets and Pressed Board Manufacture.

Membership is funded through a WorkSafeBC payroll levy on Sawmills and Wood Pellets that is passed on to the BC Forest Safety Council.



**BC Forest Safety**

Safety is **good** business

## **KEY FOCUS AREAS FOR 2021-2023**

MAG's priority areas are developed through a consultative process with MAG members and MAG CEO's through a review of health & safety analytics, potential exposures, compliance issues, and known high-risk activities. Over the course of this workplan, initiatives may vary based on continuous review of industry safety shares and results derived from both leading and lagging indicators, to provide us the best opportunity to focus on the appropriate areas.

1. LEADERSHIP TRAINING DEVELOPMENT
2. HAZARD ID AND CONTROL PROGRAM
3. SIGNIFICANT INCIDENT FAILURE POTENTIAL REPORTING AND TRENDING
4. MAG-SAFE AUDIT OVERSIGHT
5. MAG SHARE/BUILD RESOURCES PROGRAM
6. MAG HEALTH & SAFETY COMMUNICATION

## FOCUS AREA DETAILS

### 1. LEADERSHIP TRAINING DEVELOPMENT

1. In collaboration with BCFSC, develop Supervisor Safety Training that enables our supervisors to better recognize and communicate safety processes and practices. Establishing the required skills, behaviors and best practices for supervisors to deliver on the goal that every worker goes home safe every day. **Target:** Q4-2021

2. Phase 1- Wood Products Supervisor online training (Foundation Skills) 6 modules **Target:** Q1-2022

Module 1 - Cornerstones of Effective Safety Supervision, Business and regulatory requirements, Roles and Responsibilities of Safety Supervisor

Module 2 - Due Diligence, Documentation policies procedures

Module 3 - Training and orientation/ communication

Module 4 - Hazard Id/Inspections/Investigations

Module 5 - Effective communication

Module 6 - Leadership – styles – tips and trick

3. Phase 2-Safety Leadership for Supervisors- Discover what the very best supervisors do every day to establish a workplace free of injuries. Safety Leadership content, assessments, and resources to support supervisor's professional development. **Target:** Q4- 2022

### 2. HAZARD ID AND CONTROL PROGRAM

1. In collaboration with BCFSC, develop Hazard & Risk Assessment course content and pilot at MAG site for feedback. **Target:** Q1-2021

2. Develop online Hazard & Risk Assessment course utilizing strategies that maximize knowledge retention while considering the various demographics and locations of employers. **Target:** Q3-2021

3. Rollout Hazard & Risk Assessment Course to manufacturing employers. **Target:** Q4-2021

### 3. SIGNIFICANT INCIDENT FAILURE POTENTIAL REPORTING AND TRENDING

1. Create aligned terminology and reporting for SIFp events so that MAG can:
  - a. Increase/implement SIFp reporting within their sites, and
  - b. Analyze trends from SIFp reporting to direct where safety resources and attention should be focused **Target:** Q4-2020
2. Work with BCFSC to develop resources to support MAG member companies to adopt/implement SIFp reporting programs with their respective sites. **Target:** Q4-2021
3. Work with BCSFC and EHS Analytics to enhance MAG dashboard outputs to inform direction of MAG priorities **Target:** On-going

### 4. MAG-SAFE AUDIT OVERSIGHT

1. BCFSC to develop MAG-SAFE Audit dashboard to provide MAG-SAFE audit analytics to MAG committee to support decision making for resource allocation. **Target:** Q3-2021
2. BCFSC to work with MAG-SAFE Audit committee to develop audit plan and ensure that competent MAG-SAFE auditors are assigned and available for schedule. **Target** Q4-Yearly
3. BCFSC to develop MAG-Auditor collaborative platform to enhance communications and learnings within the MAG-SAFE Auditor team. **Target** Q2 2022

### 5. MAG SHARE/BUILD RESOURCES PROGRAM

1. In collaboration with BCFSC, coordinate and administer quarterly webinars and/or training based on content input from MAG committee. **Target:** 2021-2023 Quarterly
2. BCFSC to develop and distribute MAG info-pak containing MAG incident data, MAG-SAFE Audit analytics, WorkSafeBC injury data, WorkSafeBC High Risk Strategy information to identify high hazard/risk events for focus. **Target** Q4-yearly

3. BCFSC to develop online platform to enable MAG committee to easily share and access health & safety resources related to High Risk areas and identify potential gaps to support resource build. **Target:** Q1-2022
  
4. BCFSC to coordinates risk assessment on hazard/risk areas with stakeholders and SME's across industry- **Target** Q1-Q4-2022
  - Mobile Equipment/Pedestrian Interface
  
  - Lock-out
  
  - Hand Injuries
  
  - Fall from Heights
  
4. In collaboration with BCFSC, MAG to develop plan for development of resources to support industry based on risk assessment. **Target** Q4-2022
  
5. Work with BCFSC to develop resources to support MAG member companies and industry on controls identified through risk assessment process. **Target** Q1-Q4 2023

## **6. MAG HEALTH & SAFETY COMMUNICATION**

1. BCFSC to develop process and resources to support MAG companies in pre-job meetings and JOSCH activities with weekly Crew Talks. **Target** weekly
  
2. BCFSC to develop a process to support MAG companies in sharing weekly MAG Safety Alerts across the industry. **Target** weekly
  
3. Hold quarterly MAG Committee meetings. Follow good practices regarding notification, agenda preparation and recording action items. **Target:** Quarterly
  
4. Participate in BCFSC and Workplace Health & Safety North quarterly Wood Products Manufacturing Best Practice Share. **Target:** Quarterly
  
5. In collaboration with BCFSC, promote MAG resources through Forest Safety News and social media outlets. **Target:** On-going



6. Participate in WorkSafeBC legislative review process to provide industry feedback on proposed changes. **Target:** On-going
7. Continue the sharing MAG best practiced at the quarterly MAG Committee meetings: *Best Practice Spotlight*. **Target:** Quarterly
8. Share health & safety resources with other MAG members to aid in building and enhancing their health & safety programs. **Target:** On-going
9. Participate in the Manufacturing Technical Working group with BCFSC, WorkSafeBC and Labor Representatives– **Target:** Quarterly

### **IMPLEMENTATION OF THE WORK PLAN**

MAG will have quarterly online meetings to monitor progress on the Work Plan. Ad-hoc projects will hold meetings to ensure adequate oversight for the deliverables. Project updates will be listed on the agenda for each call. MAG members and Adhoc project members will share in taking responsibility for taking the lead on specific tasks. Tasks will be updated during each meeting and progress recorded in the action items and shared in an accessible platform.