

# Progressive Safety Discipline

and Enforcement

A series of horizontal lines of varying lengths and colors (teal, light blue, white) extending from the right side of the slide towards the center, positioned below the main title.

# OSHA Regulation

- Section 5(a)(1) of the OSH Act requires the employer to furnish each employee with employment and a place of employment which are free from recognized hazards that are causing or likely to cause death or serious physical harm.

# How can you accomplish this?

- Written Policies and Procedures
- Effective Training
- A Progressive Disciplinary Program



# Elements of a Progressive Disciplinary Program

- Policy which communicates company expectations and outlines consequences for non-compliance.
  1. Verbal Warning – should be noted in personnel file.
  2. Written Warning
  3. Days off work without compensation.
  4. Termination

# Consequences continued...

- Levels 1, 2 and 3 should be accompanied with follow-up training for the employee.
- May contain a clause that provides for immediate termination for severe violations.
- Guidelines for length of time violations remain on record.



# Possible Pitfalls to Avoid

- Inconsistency in application
- Disciplining for items employees have not yet been trained on
- Consistency throughout the management
- Employee camaraderie
- Fear of retaliation

# What are the benefits?

- Reinforce company policy
- Clearly communicate company expectations
- Identify possible policy or training deficiencies
- Provide the company with affirmative defense in case of possible OSHA involvement.

**Thank You!**

**Safety Resources Company of Ohio**  
**4650 Southway Street SW**  
**Canton, OH 44706**

**330.477.1100**

