

Caterpillar University

"Strategies for Safety Managers" Course Catalog

Course Number	Course Title	Course Type	Course Description	Learning Objectives	Course Duration	Locale
41512	SSP - Strategies for Safety Management Module 1: Introduction	WBT	<p>Module 1: Introduction</p> <p>The Strategies for Safety Management introduction module defines the scope of the course by looking at the over-arching concepts behind a sustainable culture.</p> <ul style="list-style-type: none"> • Accountability is essential to establish a culture of safety excellence • Proactive roles and responsibilities drive results • The imperative of safety is equal to quality and productivity 	<p>The key learning concepts of Strategies for Safety Management are:</p> <ol style="list-style-type: none"> 1. Accountability is essential to establish a culture of safety excellence 2. Proactive roles and responsibilities drive results 3. The imperative of safety is equal to quality and productivity 	0:20	English
41513	SSP - Strategies for Safety Management Module 2: Why Safety Accountability?	WBT	<p>Module 2: Why Safety Accountability?</p> <p>The role of accountability is essential to ensure that the work gets done. Here, supervisors learn why accountability is proven to impact behavior, which drives safety performance.</p> <ul style="list-style-type: none"> • The real meaning behind the Accident Pyramid • Why accidents happen • Why we focus on at-risk behaviors • The trouble with "faux safety" 	<p>The key learning concepts of Strategies for Safety Management are:</p> <ol style="list-style-type: none"> 1. Accountability is essential to establish a culture of safety excellence 2. Proactive roles and responsibilities drive results 3. The imperative of safety is equal to quality and productivity 	0:20	English
41514	SSP - Strategies for Safety Management Module 3: Define	WBT	<p>Module 3: Define</p> <p>Every system of accountability needs to begin by defining the activities that can be measured. Without any definitions, the "safety do's" are a moving target and end up as afterthoughts.</p> <ul style="list-style-type: none"> • Safety Activities vs. Safety Results • Safety actions by job function • Why accountabilities need to be clear and measurable 	<p>The key learning concepts of Strategies for Safety Management are:</p> <ol style="list-style-type: none"> 1. Accountability is essential to establish a culture of safety excellence 2. Proactive roles and responsibilities drive results 3. The imperative of safety is equal to quality and productivity 	0:20	English
41515	SSP - Strategies for Safety Management Module 4: Train	WBT	<p>Module 4: Define</p> <p>Every system of accountability needs to begin by defining the activities that can be measured. Without any definitions, the "safety do's" are a moving target and end up as afterthoughts.</p> <ul style="list-style-type: none"> • Safety Activities vs. Safety Results • Safety actions by job function • Why accountabilities need to be clear and measurable 	<p>The key learning concepts of Strategies for Safety Management are:</p> <ol style="list-style-type: none"> 1. Accountability is essential to establish a culture of safety excellence 2. Proactive roles and responsibilities drive results 3. The imperative of safety is equal to quality and productivity 	0:20	English

41520	SSP - Strategies for Safety Management Module 8: How We Communicate	WBT	<p>Module 1: How We Communicate</p> <p>Not only does the first module describe the interpersonal communication "how-to's," but it provides the big picture behind what it means to speak up and encourage others to do the same.</p> <ul style="list-style-type: none"> • Why effective communication is essential. • How to communicate with respect. • The impact of nonverbal communication. • The "two-way street" for actively speaking up and listening up. 	<p>Effective Communication is a three-lesson course designed to demonstrate the strategies and impact of speaking out, listening up and positive recognition.</p> <ol style="list-style-type: none"> 1. How We Communicate 2. Positive Feedback & Responsive Listening 3. Recognition Strategies 	0:20	English
41522	SSP - Strategies for Safety Management Module 10: Recognition Strategies	WBT	<p>Module 3: Recognition Strategies</p> <p>Effective recognition - rewarding safe behaviors - fosters a work environment where people are more willing to speak up and listen up. Here, you'll learn the tactics to put the focus on what workers do right.</p> <ul style="list-style-type: none"> • How recognition motivates and encourages involvement. • Why recognition is essential to effective communication. • The importance of communicating expectations for safe actions and behaviors. 	<p>Effective Communication is a three-lesson course designed to demonstrate the strategies and impact of speaking out, listening up and positive recognition.</p> <ol style="list-style-type: none"> 1. How We Communicate 2. Positive Feedback & Responsive Listening 3. Recognition Strategies 	0:20	English
41516	SSP - Strategies for Safety Management Module 5: Measure	WBT	<p>Module 5: Measure</p> <p>Supervisors learn the "how and why" of measuring accountabilities and the leading indicators that drive safety-performance results.</p> <ul style="list-style-type: none"> • What to measure • How to measure quantity and quality • Why inspections are a form of measurement • How to ensure activities are measurable 	<p>The key learning concepts of Strategies for Safety Management are:</p> <ol style="list-style-type: none"> 1. Accountability is essential to establish a culture of safety excellence 2. Proactive roles and responsibilities drive results 3. The imperative of safety is equal to quality and productivity 	0:20	English
41519	SSP - Strategies for Safety Management Module 7: Role of the Supervisor	WBT	<p>Module 7: Role of the Supervisor</p> <p>This lesson focuses on the specific activities of supervisors and foremen, and the people they oversee to ensure everyone is able to carry out his or her responsibilities effectively.</p> <ul style="list-style-type: none"> • Activities vs. Results • Employee vs. supervisor activities • Safety and production similarities • Clear communication 	<p>The key learning concepts of Strategies for Safety Management are:</p> <ol style="list-style-type: none"> 1. Accountability is essential to establish a culture of safety excellence 2. Proactive roles and responsibilities drive results 3. The imperative of safety is equal to quality and productivity 	0:20	English
41521	SSP - Strategies for Safety Management Module 9: Positive Feedback & Responsive Listening	WBT	<p>Module 2: Positive Feedback & Responsive Listening</p> <p>People might be speaking up, but who's really listening? This module presents the strategies and steps to foster responsive listening skills whenever faced with a potentially unsafe situation.</p> <ul style="list-style-type: none"> • The importance of speaking up and straight talk to ensure a safe mindset. • Address the fears and excuses that keep people from being responsive listeners. • The steps for giving and receiving effective feedback. 	<p>Effective Communication is a three-lesson course designed to demonstrate the strategies and impact of speaking out, listening up and positive recognition.</p> <ol style="list-style-type: none"> 1. How We Communicate 2. Positive Feedback & Responsive Listening 3. Recognition Strategies 	0:20	English

41715	SSP - Strategies for Safety Management Module 11: Near Miss Reporting 1	WBT	<p>Module 1: The Power of a Near Miss</p> <p>In this lesson, you'll learn about near misses, and how to fix them. Key points include:</p> <ul style="list-style-type: none"> • What is a near miss? • Why should anyone report one? • Why is reporting important? • Why is everyone responsible for reporting near misses? • How do we all benefit from near miss reporting and resolution ?" 	<p>A near miss is a potential incident, one that almost occurred. Like a warning signal, it allows everyone to stop, analyze and correct the actions or conditions, helping to prevent future issues.</p> <ul style="list-style-type: none"> • Identifying a Near Miss • Speak Up: Reporting a Near Miss • Listen Up: Responding to Near Misses • How Leaders can encourage Near Miss Reporting • Effectively rewarding Near Miss Reporting" 	0:20	English
41716	SSP - Near Miss Reporting Module 2	WBT	<p>Module 2: Near Miss Leadership</p> <p>By the end of this lesson, you will learn about:</p> <ul style="list-style-type: none"> • Speaking out and listening to others about near misses. • Making near misses more visible. • Tying near misses to job responsibilities. • Getting everyone to welcome near misses as opportunities." 	<p>A near miss is a potential incident, one that almost occurred. Like a warning signal, it allows everyone to stop, analyze and correct the actions or conditions, helping to prevent future issues.</p> <ul style="list-style-type: none"> • Identifying a Near Miss • Speak Up: Reporting a Near Miss • Listen Up: Responding to Near Misses • How Leaders can encourage Near Miss Reporting • Effectively rewarding Near Miss Reporting" 	0:20	English