

## Behavior-Based Safety: Conducting a Behavior Observation

### 5-Minute Talk

Conducting a behavior-based safety observation may sound daunting. But it's really a straightforward process and shouldn't be uncomfortable for either the observer or the employee being observed.

#### ***Before you observe***

- Review the company's checklist of safe behaviors.
- Ask permission to conduct the observation (make sure it's not a bad time for the employee).
- Remind your coworker that the observation is only to increase safety, not for punishment purposes.
- Let the coworker know that you will be discussing the data with him/her after the observation.

#### ***During the observation***

- Wear appropriate personal protective equipment (PPE).
- Observe all safety rules.
- Don't place the worker being observed in jeopardy.
- Be as unobtrusive as possible.
- Position yourself in a safe place.
- Watch the worker perform the task.
- Look for the safe behaviors identified on the checklist.
- Skip checklist items that are irrelevant to the task.

#### ***After the observation***

- Thank the coworker for allowing the observation.
- Give sincere and objective feedback.
- Be specific when talking about behaviors that were observed.
- Jot down any notes based on what the coworker says.

**Complete the observation checklist and turn it in.**

