

plant, or one for each department, with perhaps a central inspection committee to make general or special inspections

Since a main contribution of the inspection committee is that of bringing a fresh viewpoint to an old familiar scene, and, therefore, of catching details overlooked by people too close to the job, some plants have departmental inspections run by committees from other departments

Inspection committee membership should rotate at intervals long enough so that each member has time to make a positive contribution and to gain personal experience and interest, and yet short enough so that the opportunity to serve can be passed around. Three months' service is usually the minimum for inspection committee members

When inspection committees are started on their work, they should understand that their job is essentially a helpful and constructive one. The inspection trip is not a field day for criticism, but rather an opportunity to give a plant or a department the benefit of many eyes and points of view

It is important that the foreman accompany the committee on its inspection of his area. Comments and criticisms may then be made to him, not to his workers. The foreman can provide information and help required by the inspection committee and can be kept advised of its actions

In making inspections, a safety committee member should keep a watchful eye for unsafe practices of employees. When he finds these practices, he should report them immediately to the supervisor and thus give him an opportunity to correct them

Those making inspections should wear the protective equipment required in the areas they enter. Safety glasses and safety toe shoes are standard, but on some jobs and in some locations special equipment is needed. Safety hats, acid goggles, rubber gloves and aprons and respirators are examples. If the inspecting team members do not have and cannot get the necessary special protective equipment, they should stay out of the area

Findings and observations are cleared through the committee report when the inspection has been completed. *Under no circumstances does the committee or its members interfere with the work of employees or with the condition of the department, nor*

does it pass judgment while the inspection is in progress

Inspections made by safety committees are covered in the next chapter

"Get it done" committee

Special committees have been successfully used by some companies to get action on such problems as poor housekeeping or failure to wear personal protective equipment. The "get it done" committee is usually composed of workmen with a foreman as chairman

Safety committees in municipal government

Safety programs in municipal government are often carried out through a general or central safety committee. Such a committee is usually composed of department heads and supervisors

To carry out the work of a general committee of this type, small special subcommittees are formed, such as an eye protection committee, an attendance committee, and a rules committee. The function of these subcommittees is to create interest in and carry out the various phases of the safety program. For example, the eye protection committee may specify when eye protection is to be worn and put on drives when there is a letdown in the wearing of eye protection. They can make recommendations for those who need prescription glasses

Promoting Safety Committee Activity

The ultimate success of any safety program, be it on the broad company basis or on the more restricted committee level, is controlled in great measure by two important factors: (a) maintaining interest, and (b) giving recognition to employees who render a service to safety

Maintaining interest

There are many ways of maintaining interest among safety committeemen. To begin with, the men selected to serve on the committee must have the interest of the safety work at heart. Then, to maintain that interest requires constant effort on the part of the chairman, the safety engineer, and the general safety committee or the central organization. Members of safety committees should be given something to do other than mere re-