
Safety Committee: Functions

While overall safety committee objectives are generally the same from one county to another, safety committee functions can vary greatly from one county to another. Some committees are given or allowed many more functions to fulfill, while other committees focus on a more limited scope of functions.

The following lists outline a broad range of possible functions that safety committees can take on. These are divided into general functions and member functions. General functions, as defined here, are the end goals for safety committees without indicating how the committee is to get there. For example, reducing accidents and injuries could be considered a general function of committees.

Your committee probably does not perform every single one of the functions listed here, but performs a variety of them. Use these lists to generate ideas for your committee to adopt and determine areas for improvement or change in your committee's activities.

General Functions

The general functions of safety committees are similar to overall objectives; they define an end goal to achieve, without indicating how to get there. Some general functions that committees perform include:

- Identifying/investigating potential workplace hazards;
- Finding ways to eliminate or reduce those hazards;
- Enforcing safety rules;
- Measuring safety performance;
- Assisting the safety manager(s) in carrying

- out the safety and health program;
- Creating and maintaining active participation and awareness in safety;
- Safety communication;
- Developing, administering, and monitoring the safety program;
- Reducing accident frequency and severity rates;
- Ensuring that the facility is in compliance with OSHA standards as a benchmark;
- Increasing employee safety awareness and general morale;
- Facilitating communication and cooperation between management and workers on safety and health;
- Creating new safety policies and programs;
- Demonstrating results to management and employees.

Member Functions

Individual members also have general functions to fulfill on an individual level both for the committee and for the county. Members of the committee are called upon to:

- Create and maintain an active interest in safety.
- Serve as communicators between management and the employees.
- Arouse and maintain interest in safety.
- Motivate and convince employees to cooperate in preventing injuries.

For more information, contact CTSI at 303-861-0507.