

California Sanitation Risk
Management Authority-
Risk Survey Results

Background

Voluntary Risk Survey provided by CSRMA to identify risks.

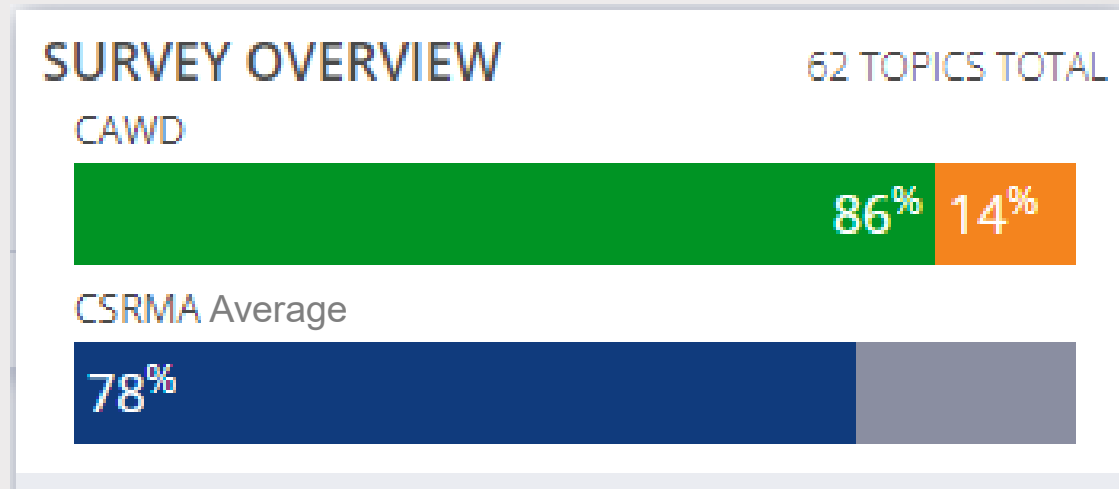
#62 Topic Areas

#468 Questions

- California Occupational Safety and Health Administration compliance
- Worker injury
- Liability of property loss
- Other areas of regulatory compliance

Summary

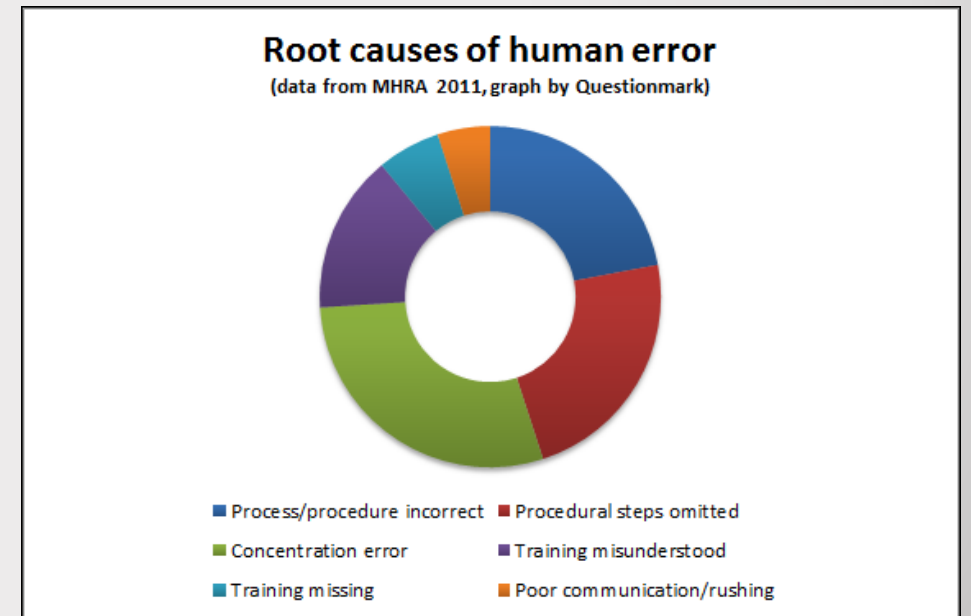
- CAWD is currently at 86%. Goal is >95% in the next 3 years.



- Key areas to improve:
 1. Accident prevention: Human Error
 2. Business Continuity Plan
 3. Employee Training and Knowledge Transfer
 4. Job Hazard Assessment for all tasks and equipment

Accident Prevention: Human Error

- Human error is distinguished from machine failures and environmental factors and focuses on systems that make human error likely.
- Human error reduction training is the next step in further reducing risk. By understanding how humans make mistakes CAWD can begin to error-proof the organization and add safety nets to minimize the impact when errors do occur.
- Staff is reviewing training options so that we can begin to look at human error at the system level and update processes to reduce the probability of human error.
- Timeline to complete the initial training is by October 2022.





Business Continuity Plan

- CAWD has mechanisms in place for the continuity plan but currently does not have a formal plan.
- Staff is reviewing templates that CAWD will use to formalize the business continuity plan.
- This plan can then be used with a tabletop exercise to identify improvements.
- Timeline to complete is by December of 2023 and the final plan will be presented to the board.



Employee Training and Knowledge Transfer

Existing Program:

- Developed onboarding safety and equipment training checklists.
- Standard operating procedures (SOP) for critical tasks and equipment.

Planned improvements:

- Update SOP's to:
 1. To include knowledge checks as part of procedure.
 2. Creation of additional SOPs to cover process control changes.
 3. Creation of site-specific SOPs for maintenance tasks so job hazard analysis can be added to SOP. Currently staff use the instructions from the maintenance manuals to service most of the equipment.
- Timeline to complete the update is by June of 2024.

Job Hazard Assessment

Definition: A process that focuses on specific job tasks that identify a potential hazard that could result in an injury.

- CAWD has updated the SOP template to include the Job Hazard Assessment table that will be completed when the SOP is written or updated.
- The existing SOPs will be updated, and new SOPs will be written with the new template.
- Timeline to complete the update is by December 2023.

Job Hazard Assessment- Cont.

Example:

JOB – OPERATING XYZ MACHINE		
TASK	POTENTIAL HAZARDS	CONTROLS (Include Required PPE)
Pick material up from the push cart.	Trip/fall	Maintain a clean work area free of potential trip hazards.
Place material into the XYZ machine.	Muscle strain	Keep the material close to your body and avoid bending, twisting & reaching by using whole body motions (i.e. turn your body using feet instead of twisting).
Remove finished product from the XYZ machine.	Struck by finished product	Ensure the process is finished and the final product is safe to remove.
Place finished product on the pallet.	Muscle strain	Use pallet lift equipment to eliminate unnecessary bending/reaching.