

# SAFETY FOCUS

LET'S GET YOU TAKEN CARE OF<sup>®</sup>

AUGUST 2022

## DISTRIBUTION CENTERS

This year, we will be working with you to encourage safety participation from everyone at your location.

### ACTION ITEMS

- 1 Complete the DTU training
- 2 Review and share the safety topic with your people
- 3 Leave feedback



## INSTRUCTIONS

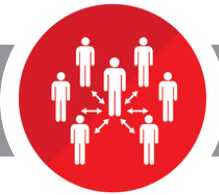
- 1 Print out this Focus, review the information, and **complete the action items**.
- 2 Each section has action items to help you and your team complete this Safety Focus. **Review each section carefully.**
- 3 The Safety Leader will need to **complete the DTU training module** for the month. You will be required to complete a course test following the training module.
- 4 Once all the action items are completed, **have a group discussion** about your findings and answer your feedback questions as a team.

## FEEDBACK ON THIS MONTH'S TOPIC

All feedback must be submitted through the Safety Feedback Portal.

**Safety Leader:** You will find the feedback questions at the end of this Safety Focus.

CONTINUE TO PAGE 2 ➤



## REPORTING CLOSE CALLS FOR A STRONGER SAFETY CULTURE



### We all know the importance of reporting all incidents and close calls.

To collect and share information on events that could have resulted in an injury or property damage, we first need to identify and gather data that can aid in the prevention of a similar occurrences. Our People have been doing a fantastic job of making sure incidents are being reported timely and accurately, however, close calls are not being reported as frequently.

### What is a close call?

A “close call” is an event that occurred or almost occurred that could have but did not cause damage or injury.

Recognizing close calls enables us to take steps to eliminate hazards in the workplace before they cause injury or property damage. If you’ve watched activity in any part of your warehouse or find yourself making one of the following statements, it may have been a close call:

*“I almost had an accident but didn’t.”*

*“Wow! That was close.”*

*“That could have easily hurt someone.”*

### Why Report a Close Call?

Any incident where Our People or Our Customer could have gotten hurt but didn’t is a red flag. It’s referred to as a Leading Indicator because it calls attention to a hazardous situation before an injury results. Many times, the difference between a close call and a critical injury is a split second or a fraction of an inch. In order to Coach a Safety Mindset, we must encourage Our People to report these events instead of brushing them off.

### How Do Safety Leaders Report a Close Call?

Report close calls through the feedback portal on the Safety Page. Provide a thorough description of the close call. See images below:

SAFETY FEEDBACK

Select Feedback Type \*

- ☐ Safety/Quality Focus Feedback
- ☐ Question
- ☐ Comment/Concern
- ☒ Close Call

DISCOUNT TIRE

General Incident Details ☐

Incident Type Details ☐

Witnesses ☐

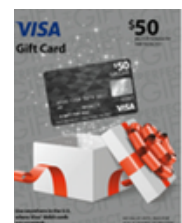
Submit ☐

What are you reporting? ☒ Incident  
☐ Claim  
☒ Close Call  
☐ Security Incident

Employee Completing Report

### A weekly Close Call winner!

As an incentive for our people to report more Close Calls, everyone who reports a Close Call is entered into a drawing to win a \$50 gift card. One lucky winner is chosen weekly. The more you report Close Calls, the higher the chance you will have to win.



**CONTINUE TO PAGE 3 >**



## Workplace Inspections

This course will help you to:

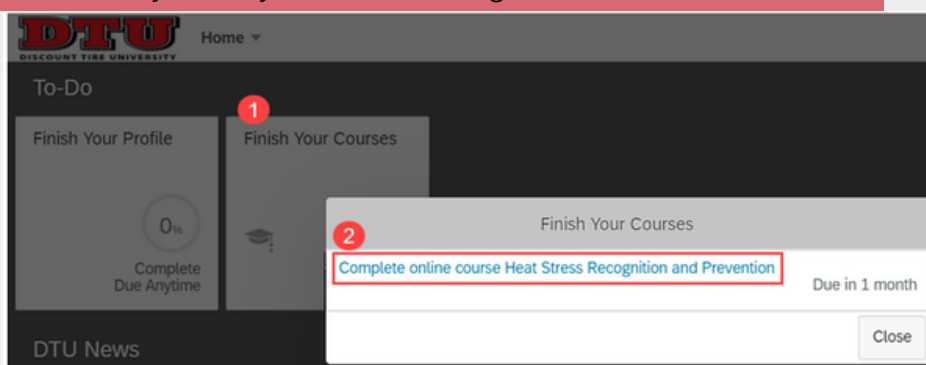
- Identify the purpose of workplace inspections
- Identify the role and corresponding responsibilities managers have for health and safety in an organization
- Identify the role and corresponding responsibilities employees have for health and safety in an organization
- Recognize actions involved in the planning phase of a workplace inspection
- Recognize actions involved in the inspection phase of a workplace inspection
- Recognize actions involved in responding to the findings of a workplace inspection

## NEW WAY TO ACCESS THE TRAINING MODULES

This month, you will be accessing the course through DTU. Managers and Senior Assistant Managers will both access the course assignments (safety course and acknowledgements) from the **DTU learning system To Do list**.

Below, you will see an example of how this assignment will look:

1. Log into the DTU learning system using your employee ID and Okta/Windows login. On the homepage, click Finish Your Courses.
2. Click the name of the safety course you have been assigned.



**Call to action:** Complete the **Workplace Inspections** training module and share what you learned with your people.

Contact [dtu\\_learning@discounttire.com](mailto:dtu_learning@discounttire.com) for troubleshooting.

## FEEDBACK ON THIS MONTH'S TOPIC

1. Did you find the information in the training module beneficial? How will you apply what you learned about workplace inspections?
2. How do you plan to get your people more engaged in reporting close calls?