How New Employee Onboarding Can Promote Safety

28% of workplace injuries occur within the first year of employment

FIVE KEY ELEMENTS TO INCLUDE IN AN ONBOARDING PROGRAM

1. Safety expectations/culture orientation
   Walk through the corporate safety mission overview with new employees and review the safety policy.

2. Emergency procedures and facility orientation
   Provide a tour of the facility. Be sure to review the evacuation plan and the location of the emergency exits, and share contact information.

3. Personal protective equipment (PPE)
   Review types of PPE, as well as key locations and hazards requiring PPE.

4. Accident/injury reporting
   Review the medical and first aid policy, steps for incident reporting and return to work policies.

5. Job specific skill-based training
   Provide hands-on training that can help new employees perform their job, and assign them a mentor.

SHARE THIS INFOGRAPHIC with your colleagues to help them #HarnessRisk.

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travelers.com/resources/workplace-safety for more information on reducing risk.