

17th Hong Kong Occupational Safety & Health Award

Work Safe Behaviour Award

Integration of Work Safe Behaviour and 5S Good Housekeeping Programmes

結合工作安全行為計劃及 5S 良好工作場所計劃

(WSB020)

By: HK Electric

Introduction

To identify potentially at-risk behaviour in workplaces and to devise improvement plans to further enhance site safety, HK Electric implemented Work Safe Behaviour (WSB) programme in 2012 and 5S good housekeeping programme in our workshops, store rooms and equipment rooms progressively in 2013. In 2017, we integrate WSB programme with 5S Good Housekeeping programme in all our workshops, store rooms and equipment rooms to further enhance the safety performance in all our workshops, store rooms and equipment rooms.

Implementation

Through the six-dimension (5W1H) design, i.e. Why, Who, What, Where, When and How, we have successfully implemented our WSB programme in T&D activities. WSB programme is strong in helping prevent the occurrence of occupational injury by eliminating the at-risk behaviour while 5S Good Housekeeping programme is a well-established system to improve workplace housekeeping thus ensuring a safe working environment. To supplement the work safe behaviour observations, we integrate good housekeeping elements into WSB programme to further enhance our workplace safety.

To facilitate site observations, we have successfully trained up 129 in-house WSB observers and a total of 1,239 site observations on various activities were conducted between 2012 and 2017. Apart from the active participation of our observers, encouraging support from senior management to this programme was also received and a large-scale launching ceremony of the WSB Programme was held in 2012 to officially kick-off the WSB programme. To nurture a sustainable and positive atmosphere, we have adopted the principle of "No Naming, No Recording and No Reprimanding" in the programme while adopting "Low Profile" in following up the recommendations.

To openly recognise the contributions from our WSB observers, each WSB observer receives an appreciation certificate from our senior management in the annual safety campaign. For those WSB observers with outstanding contribution to the programme, we also invited them to join our recognition scheme "Happy Hour with Management" where they enjoyed dinner with our management staff together to exchange views on the WSB programme in a relaxing environment.

With the concerted efforts of senior management, WSB observers, employees and contractors, our WSB programme for our electricity delivery operations have been successfully implemented. The safety awareness and perception of our employees and contractors are heightened.

結合工作安全行為計劃及 5S 良好工作場所計劃

簡介

為尋找在工地潛在的不安全行為及制定改善計劃，港燈在 2012 年推行工作安全行為計劃及在 2013 年逐步在工場、儲存室和儀器室推行 5S 良好工作場所計劃。在 2017 年，港燈在工場、儲存室和儀器室結合工作安全行為計劃及 5S 良好工作場所計劃以進一步提升安全表現。

實踐

透過「為何」、「何人」、「何事」、「何地」、「何時」及「如何」的六維設計模式，我們成功地在輸配電有關的工作推行工作安全行為計劃。工作安全行為計劃能消滅危險行為以防止受傷事故的發生，而 5S 良好工作場所計劃能有效地完善工作場所的整理，從而確保工作環境的安全。為了輔助工作安全行為的觀察，我們結合工作安全行為計劃及 5S 良好工作場所計劃以進一步提升工地安全。

我們已培訓 129 位工作安全行為觀察員並且在 2012 至 2017 年間在不同的工種共進行了 1,239 次現場觀察。得到觀察員的積極參與和管理層的鼎力支持，我們在 2012 年舉辦了大型的宣傳活動及正式推展工作安全行為計劃。為了締造一個可持續及正面的推展環境，我們提倡「不記名，不記過，不責備」的政策並同時「低調」地跟進改善建議。

為表達對觀察員的一份謝意，管理層在每年的安全推廣活動會頒發感謝證書給予每位觀察員。此外，我們亦邀請對計劃有出色表現的觀察員參與「與管理層歡樂時光」晚宴，讓他們在輕鬆的環境下享受美味晚宴之餘，亦可交換對計劃的寶貴建議。

在管理層、觀察員、員工和承辦商共同努力下，與輸配電有關的工作安全行為計劃已成功地推行，員工和承辦商的安全意識和認知得以進一步提升。

Captions of Photos

Photo No. 1



Presentation of Appreciation Certificates to WSB Observers
頒發感謝證書予工作安全行為觀察員

Photo No. 2



In-house employees attended WSB Observers training course
培訓員工成為工作安全行為觀察員