



Non IP Employee Safety

Stop....Start...Continue

Paula Wood

How Safety Programs Are Developed

- Performance Standards
 - High Level
- Program Elements
 - What and How
 - Subject Matter Owner (SMO)
 - Subject Matter Expert (SME)



Non IP Employee Safety (Contractor Safety)

- Seeing Positive Results
- People Changes
- What should we do differently?
 - Streamline and Simply
 - Reduce Waste

Stop....Start...Continue



Internal

Business	Facility
North American Container (NAC)	Various facilities
Recycling	Various facilities
Fiber Supply	Various facilities
Global Cellulose Fibers (GCF)	<ul style="list-style-type: none"> • Columbus • Flint River • New Bern • Georgetown • Port Wentworth
Industrial Packaging (IPG)	<ul style="list-style-type: none"> • Newport • Riverdale • Cedar River • Springfield • Rome
North American Papers (NAP)	Eastover

6

**Sessions Hosted for
Perspective &
Feedback**

External

Business	Contractor(s)
North American Container (NAC)	<ul style="list-style-type: none"> • Cal's Electrical Service • ThyssenKrupp • Ephrata Machinery
Large Contractors	<ul style="list-style-type: none"> • W.G. Yates & Sons Construction Company • Burkes Mechanical, Inc. • Austin Industrial, Inc.

Start, Stop, Continue (Adjust)

- Discussions guided by survey data from internal IP groups
- Participants encouraged to share their perception and thoughts about requirements
- Contractor sessions focused on how to improve efficiency and effectiveness on both sides from the contractor's perspective
 - Make it easier to do the right thing

Key Areas Reviewed

Contractor pre-qualification (ISN)
Contractor site orientation
EHS Work Plan
IPCC (IP Contractor Coordinator)
EHS Specialist
PJSA
Post Job Assessment
Post Job Evaluation
External Contractor Web Page
Contractor Safety Leadership Training

IP Employees Feedback – Heat mapping

Contractor Management Requirement		NAC/ Recycling	Fiber Supply	Mills 1	Mills 2	OVERALL
Low/ Hazard Contractors Classification	Decision Tree Criteria	Continue	Continue	Adjust	Adjust	ADJUST
	Contractor Prequalification Exemption Form	Adjust	Continue	Continue	Continue	
Contractor pre-qualification (ISN)	All High Hazard Contractors	Adjust	1/2 Continue 1/2 Adjust	Continue	Continue	ADJUST
	Emergency and One-time use Contractors	Adjust	Continue	Adjust	Continue	
Contractor site orientation	TAPPISAFE	Stop	Stop	Continue	Continue	CONTINUE
	Face-to-Face	Continue	Continue	Adjust	Continue	
EHS workplans	Revision 6 - High Hazard Contractors	Adjust	Continue	Continue	Adjust	CONTINUE
	Low Hazard Contractors	Continue	Continue	Continue	Continue	
	EHS Work Package	Continue	Continue	Continue	Adjust	
IPCC (IP Contractor Coordinator)	IPCC role	Continue	Continue	Continue	Continue	CONTINUE
	Face-to-Face Initial Training	Continue	Continue	Continue	Continue	
	Annual Refresher Training	Continue	1/2 Continue 1/2 Adjust	Continue	Continue	
	Annual Site Orientation Training	1/3 Continue 1/3 Stop 1/3 Adjust	Continue	Continue	Continue	
	Site Walkthrough	1/2 Continue 1/2 Adjust	Continue	Continue	Continue	
	Review and Sign PJSAs	1/2 Continue 1/2 Adjust	Continue	Continue	Continue	
	Support Incident Investigation	Continue	Continue	Continue	Continue	
EHS Specialist	Audits/ Inspections	Continue	Continue	Continue	Adjust	CONTINUE
	EHS Specialist Role	Continue	Continue	Continue	1/2 Adjust 1/2 Continue	
	Current part-time and full-time requirement (number)	1/2 Adjust 1/2 Stop	Continue	Continue	Continue	
	EHS Specialist Pre-Qualification Course (ISN)	Stop	Continue	Continue	Continue	
PJSA	OSHA 10 or 30 Certification	Adjust	Continue	Continue	Continue	CONTINUE
	For each task/ shift	Continue	Adjust	Continue	Continue	
Disabled Truck/ Trailer Repair PJSA	Disabled Truck/ Trailer Repair PJSA	NA	Continue	Adjust	Stop	ADJUST
Post work evaluations	Post Job Assessment	Adjust	Continue	Continue	1/2 Adjust 1/2 Stop	ADJUST
	Post Job Evaluation	Adjust	Continue	Stop	Stop	STOP
Exception/ Variance (ISN F Grade Contractors)	Process to complete Exception/ Variance	Adjust	Continue	Stop/ Start/ Continue	Continue	CONTINUE
SLI Audit	Number of audits per Quarter	Adjust	Continue	Continue	Stop	CONTINUE
	Current template	Adjust	Continue	Continue/ Stop	Stop	
Periodic Audits/ Inspections	Periodic Audits/ Inspections	Continue	Continue	Continue	Continue	CONTINUE
Share Point Contractor Page	Contractor SharePoint Page	Adjust	Continue	Continue	Continue	CONTINUE
External Contractor Web Page	External Contractor Web Page			Stop	Stop	STOP
Mill contractor safety committee	Mill contractor safety committee	NA	NA	Continue	Continue	CONTINUE
Safety Leadership Training for Contractors	Safety Leadership Training for Contractors	Stop	1/2 Continue 1/2 Start	Stop	Stop	STOP
Participation of contractors in the SWO (Safety Work Observation)		NA	NA	Continue	Stop	?
Contractors Regional Summits	Contractors Regional Summits	NA	Continue	Continue	Not Applicable	CONTINUE

What We Did with What We Heard . . .

REQUIREMENT		OVERALL	Juliana and Sara Recommendations
EHS workplans	Revision 6 - High Hazard Contractors	CONTINUE	Let the facility to decide how many EHS Work Plans are needed (by job, by area)
	Low Hazard Contractors		Simplify, let the facility to decide when is needed.
	EHS Work Package	ADJUST	Review the content to eliminate duplicity.
IPCC (IP Contractor Coordinator)	IPCC role	CONTINUE	Eliminate Annual Refresher requirement.
	Face-to-Face Initial Training		
	Annual Refresher Training	ADJUST	

What we Did With What We Heard . . .

REQUIREMENT		OVERALL	Juliana and Sara Recommendations
Share Point Contractor Page	Contractor SharePoint Page	ADJUST	update when DI is complete
External Contractor Web Page	External Contractor Web Page	STOP	Eliminate, difficult to maintain.
Safety Leadership Training	Safety Leadership Training for Contractors	STOP	Eliminate as SLI

Path Forward

- Update Non IP Employee Safety Program Element
- Incorporate **Start-Stop-Continue** as part of our Process
 - Reduced Waste
 - Gave our Customers a Voice



