

# Management Leadership and Employee Involvement

## Sub-Element

1. **Management Commitment** – Upper management must be committed to funding and staffing the VPP. Management must also make an extra effort to get involved in VPP activities such as safety committees and VPP training events.
2. **Commitment** - Once started, upper and middle management must be committed to achieving VPP recognition.
3. **Planning** – Before starting the VPP a detailed plan must be agreed upon by all parties involved. Managers, employees, employee representatives and contractors must have a clear understanding of the intent of VPP and how it will be implemented.
4. **Written Safety and Health Program** – All safety and health programs required by the VPP must be in writing and available for review on request.
5. **Top Management Leadership** – Like any successful business plan, VPP must be promoted and enforced from the top down. Top management must have a clear understanding of the benefits of VPP.
6. **Authority and Resources** – Top management must commit to providing adequate resources to ensure the success of the VPP. Authority must be given to mid-level managers and supervisors to promote and train all employees on VPP.
7. **Line Accountability** – Managers and employees at all levels must be held accountable for failure to promote and comply with all elements of VPP.
8. **Contract Workers** – Contractors who work a combined total of more than 1000 hours in any quarter must be included in all VPP activities.
9. **Employee Involvement** – Employees at all levels must be willing to accept “ownership” of VPP and continue to support all VPP initiatives.
10. **Safety and Health Program Evaluation** - Trend analysis must be maintained to track the effectiveness of safety and health programs. An annual self-assessment must be conducted to measure success of annual goals and recommendations.