



Welcome!

New Hire Orientation

Safety

From start to finish

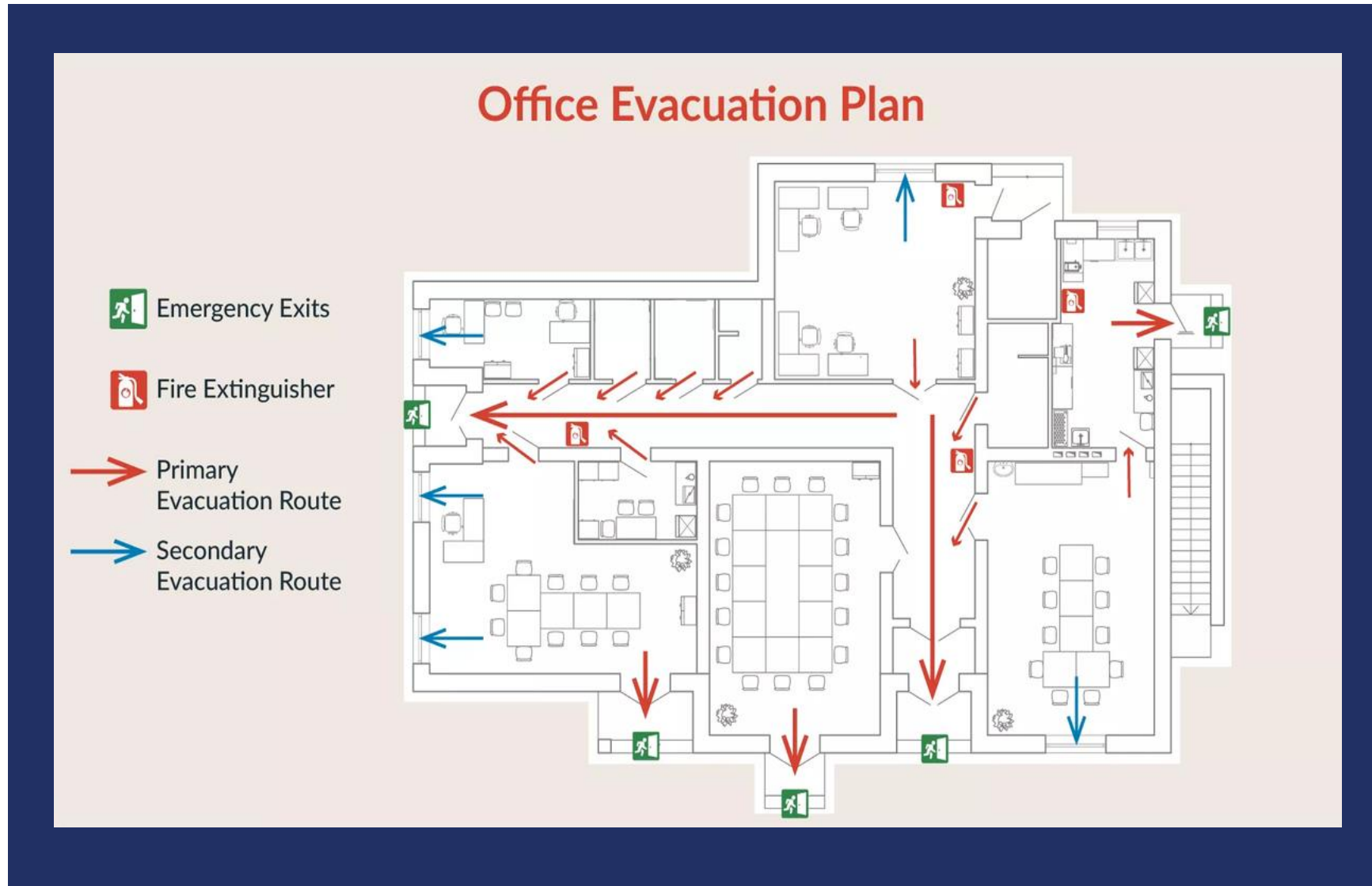


NFTA Safety Video

[click here to play](#)



Emergency Action Plans



*not an NFTA evacuation plan, photo used for reference

- Every NFTA location has an Emergency Action Plan that will serve as a guide should an incident occur.
- Each location has maps within the facility that detail where employees should exit and assemble.
- Evacuate to rally points, take attendance, and notify first responders of anyone unaccounted for.

NFTA's Safety Policy



Safety is one of the Niagara Frontier Transportation Authority's (NFTA) core values. NFTA is committed to improving its safety culture through implementation and support of a formal Safety Management System (SMS). NFTA uses safety policies, safety risk management, safety assurance, and safety promotion components to deliver safe and reliable service to its employees, communities, and customers.

All levels of management, employees, and contractors are continuously responsible for delivering the highest level of safety performance. Together, we can demonstrate safety as a core value at NFTA.

Safety Management System Policy Statement

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NFTA's commitment is to:

- Support SMS through all appropriate resources to elevate an organizational culture that fosters safe practices, encourages effective safety reporting and communication throughout the organization, and actively manages safety as a core value;
- Complying with all regulatory requirements related to safety;
- Ensure safety management is a primary responsibility for all managers and employees;
- Clearly define organizational responsibilities, accountabilities for all management, employees, and contractors for the achievement of NFTA's safety performance targets and implementation of SMS;
- Improve and promote a hazard identification, reporting, and risk management process to eliminate and/or mitigate safety risks to achieve continuous improvement of NFTA's safety performance;
- Maintain an efficient and effective training program, administered by qualified instructors, that ensures employees are educated to perform duties in a safe and competent manner;
- Establish and measure NFTA's safety performance against realistic safety performance indicators and safety performance targets;
- Continually improve NFTA's safety performance through oversight, monitoring, measurement, review, and interdepartmental collaboration, as necessary to align with NFTA's safety goals, targets, and objectives; and
- Ensure that externally supplied systems, contractors, vendors, and services that support NFTA comply with the NFTA Metro Agency Safety Plan, NFTA SMS Manual for Aviation and safety performance standards.

Employees are encouraged to voluntarily submit safety concerns or safety recommendations for improvement, without fear of reprisal or disciplinary action, through the hazard reporting system. Employees are expected to promptly report any hazards, unsafe conditions, incidents, accidents, or injuries while on the job through appropriate investigation forms and/or OCC communications. Any willful disregard for safety is unacceptable and is subject to disciplinary action outlined in NFTA policies and rules.

SMS for NFTA Metro is governed by the Federal Transit Administration and SMS for NFTA Aviation is governed by the Federal Aviation Administration. Each organization will maintain separate governing documents to meet their regulatory requirements while aligning with this Safety Policy Statement.


Kimberley A. Minkel
Executive Director
Accountable Executive, NFTA
7-17-24
Date


Lee Weitz
Director, Aviation
Accountable Executive, Aviation
7-18-24
Date



NFTA's Safety Policy

1. There are reasonable safeguards to ensure safe working conditions.
2. Workplace environments are neat, clean, safe, and healthful.
3. Facilities, equipment, tools, and machines are maintained in good repair.
4. Safe work methods are studied and developed.
5. Training is provided and utilized to maximize safe performance.
6. Compliance with local, state, and federal laws regarding safety and working conditions are sustained.

Safety Management System (SMS)

SMS is a formal process that works to improve NFTA's safety culture and systems through the following SMS components:

- Safety Policy
- Safety Risk Management
- Safety Assurance
- Safety Promotion

SMS components have been established at NFTA for many years, we are moving to enhance and monitor our use of the systems.

SMS – Safety Risk Management

Examples of Hazard Identification



Chemical Exposure



Ergonomic



Mechanical



Slips, Trips, and Falls



Vehicle Accidents

Hazard Identification



Who?

Only the people safety impacts

When?

The sooner the better

Hazard Identification Reporting Processes

Discuss the issue with your supervisor or manager

Identify the hazard and bring it to the attention of your immediate supervisor or manager as soon as possible

It will either be handled by the supervisor or HSEQ depending on the severity.

Discuss the issue with your Safety Committee representative

Communicate the hazard to your safety committee representative in person, during a scheduled meeting, via email, etc.

The representative can raise the issue with their supervisor or at a Safety Committee meeting.

Submit a Transportation Report of Waybill

Fill out a transportation report or waybill, noting the hazard observed. This method is used for documenting issues encountered during transit/operational activities.

Hazard Identification Reporting

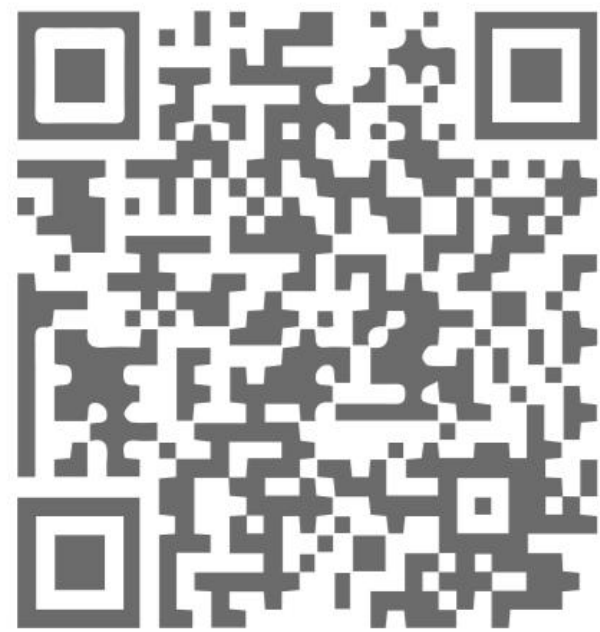
- **Contact HSEQ**

- Reach out directly to the HSEQ department via phone, email, or any other internal reporting system.

716-300-5654

hseq.reporting@nfta.com

Hazard Identification Reporting



Scan to download app

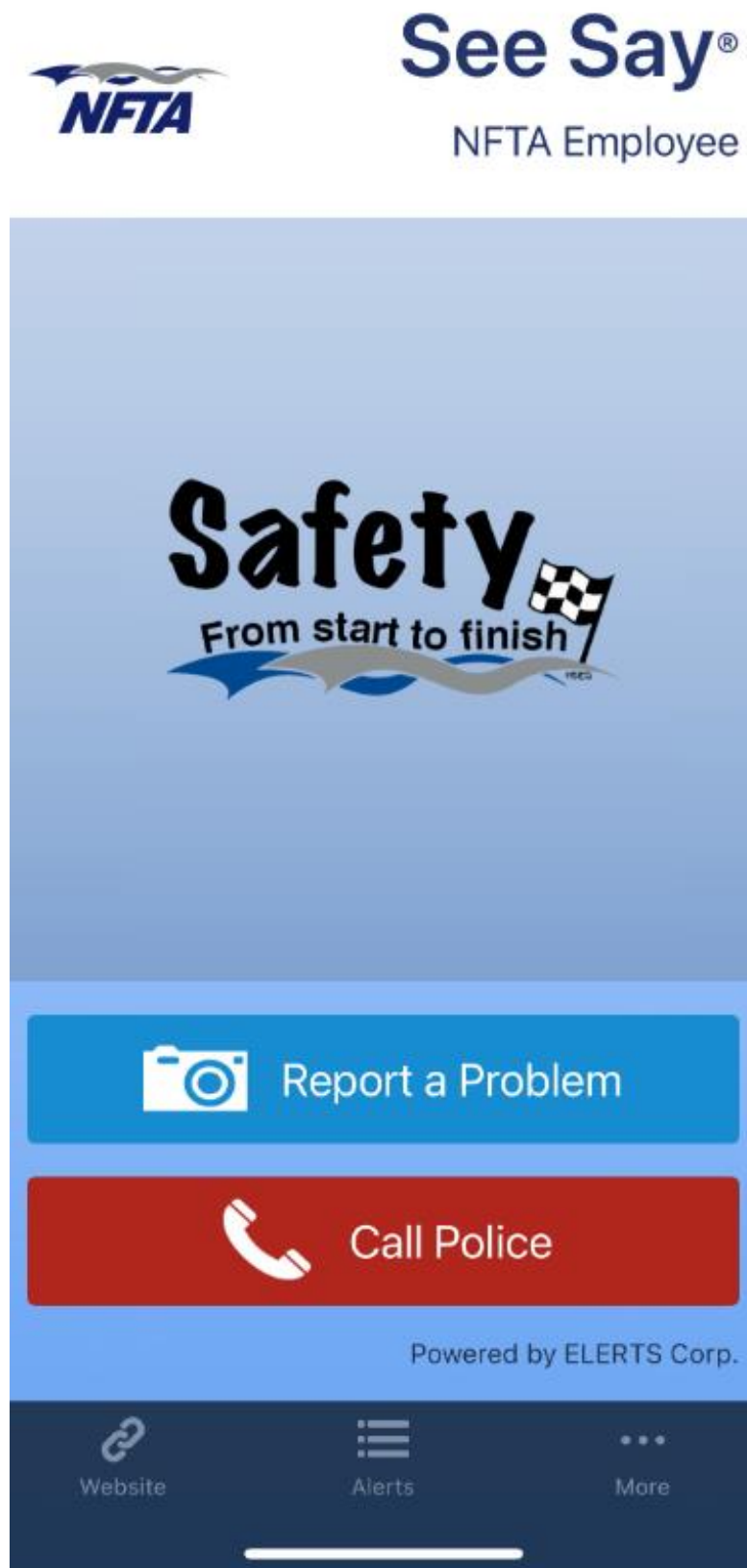
- Use the “See Say” app

- Open the See Say app, the hazard reporting section can be submitted anonymously!

- Use code **2022nfta** to access our organization

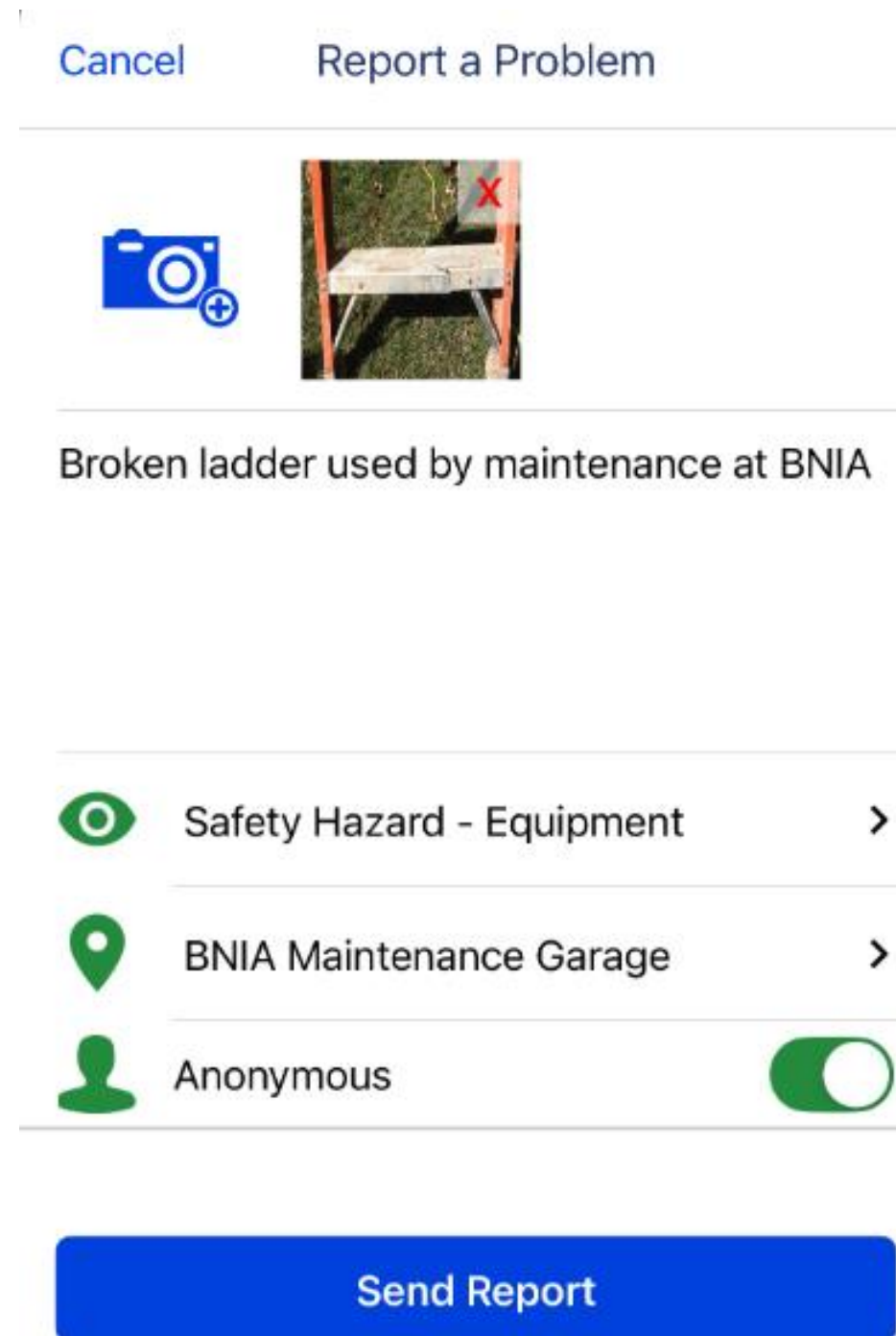
Hazard Identification Reporting

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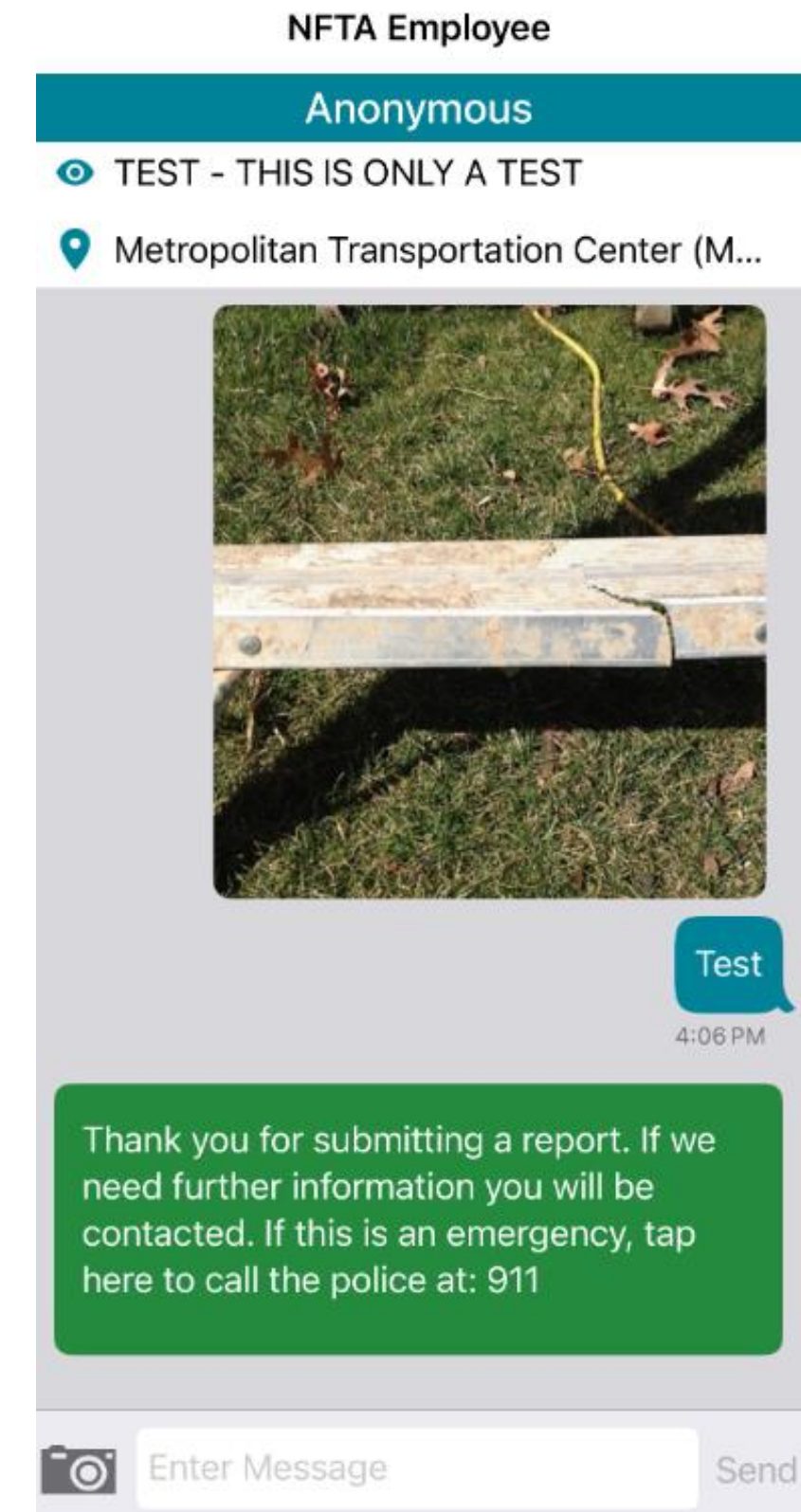


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Example Only



3



Workplace Violence

- A written policy for workplace violence is in place for NFTA employees
- Intimidation is an intentional act, verbal or non-verbal, that causes fear for one's safety or property, or the safety of others. This includes stalking, harassing calls, name-calling, obscene language, and abusive behavior, including on social media.
- Weapons are not allowed on company property, regardless of any permits or licenses that one may have. This also includes fake weapons.
- Examples of workplace violence includes sexual harassment, verbal abuse, threats, and physical assaults

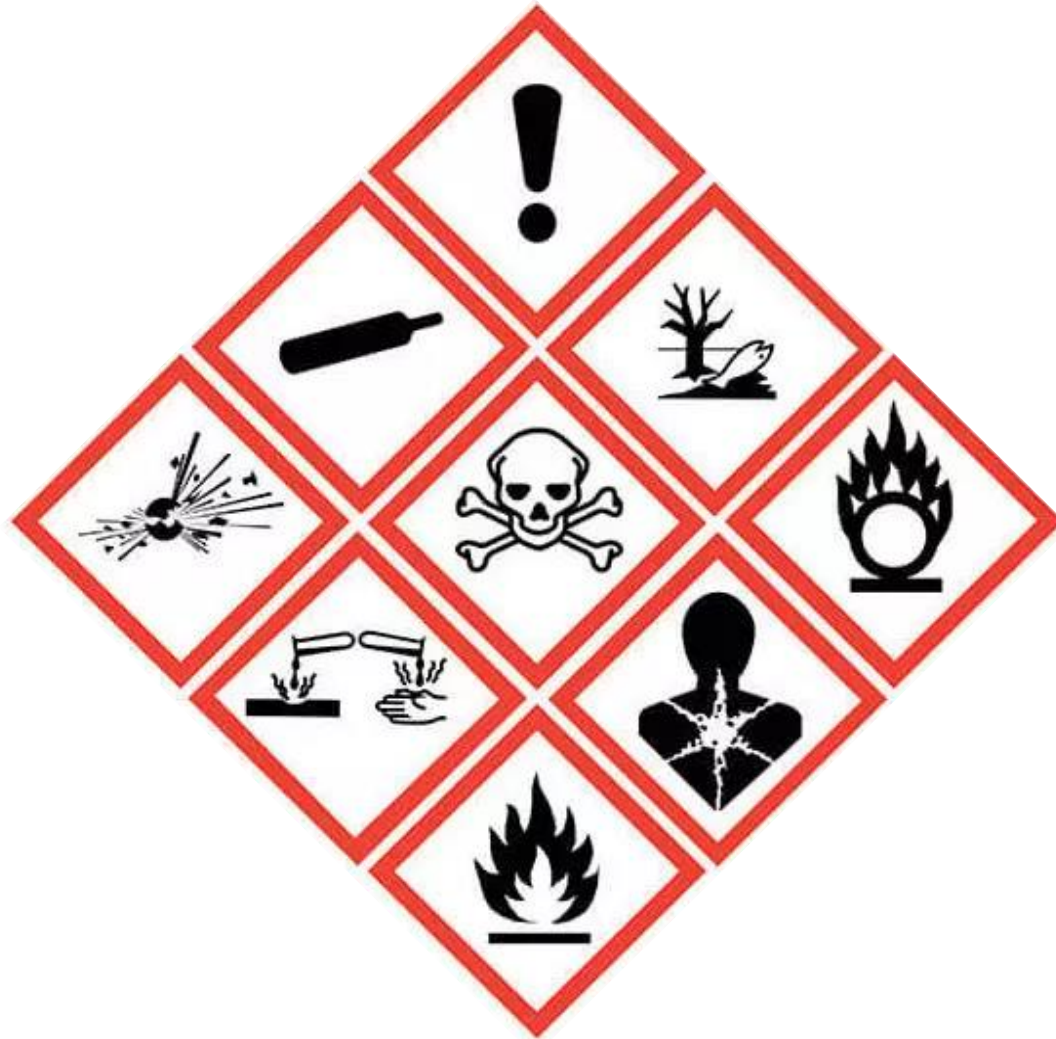
Workplace Violence Reporting



Transit Police
716-855-6405

- For situations that may present imminent danger, contact Transit Police at **716-855-6405** and/or call 911.
- To report a violation of the workplace violence policy, contact your supervisor to file a workplace violence report.
- Allegations of workplace violence will be reviewed by HSEQ and the Workplace Violence Committee.

Hazard Communication



- You have the right to understand the chemicals being used throughout the authority.
- Chemicals are approved by the HSEQ Department and employees exposed to hazardous chemicals will receive additional training
- Prior to introducing a new chemical into any department, supervisors will train each employee.
- Use only chemicals provided by company, do not bring in chemicals from home.
- All chemical containers must be labeled.

Hazard Communication: CloudSDS

- Visit the NFTA Elements website
- HSEQ Page – Look for “Hs” square
- Cloud SDS – Look for “Cs” square
 - Link to system and guide for searching existing approved chemicals and requesting new chemicals



Employee Injuries



- Communication is critical! If you are injured on the job, inform your supervisor immediately. Find a responsible Team Member if they are not on-site
- Communicating ensures you get prompt, adequate care for your injury.
- You will be asked to fill out an employee injury report, complete as soon as possible.
- Fill out all fields within the report.



Bloodborne Pathogens

- The NFTA has a written policy in place regarding bloodborne pathogens, which serves to protect employees from contracting disease in the workplace.
- Exposure to bloodborne pathogens can lead to the transmission of diseases, including, but not limited to the Human Immune Deficiency Virus (HIV) and Hepatitis B.



Bloodborne Pathogens Program



If you are in a position where exposure to a bloodborne pathogen is possible, training will be provided to you annually.



All personal protective equipment (PPE) is provided to employees. PPE is chosen based on the anticipated exposure to blood or other potentially infectious materials.

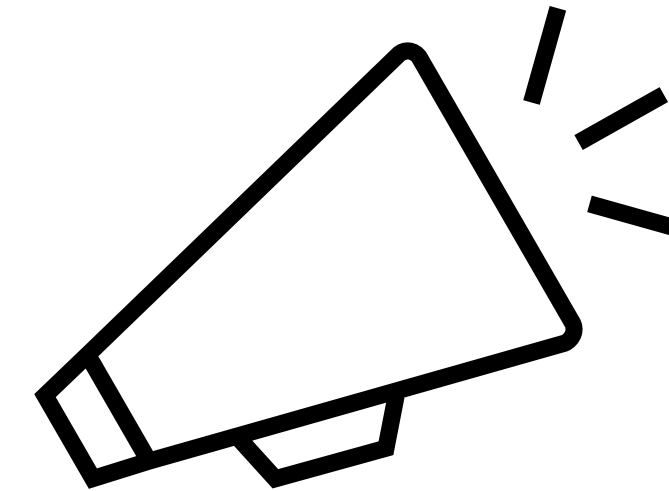


We offer an optional Hepatitis B vaccination series to all employees who have occupational exposure to bloodborne pathogens

Bloodborne Pathogens: Participating Positions

You are in the program if you are listed below

Metro Maintenance including supervision	MTC Maintenance
HSEQ Dept except admin	Bus Street Supervisors & Controllers
Custodians including immediate supervision	Transit Police
Airport Fire & Rescue	Occupational Health Coordinator
HR Medical & Drug Testing Staff	FMD Employees



- Bus Operators are not enrolled in the Bloodborne Pathogen Program.
- Bus Operators should not attempt to touch any item that may contain blood or body fluids.
- If you see a potentially contaminated item, call Control for further instruction.

Safety Committees

- The NFTA has nine safety committees that meet monthly to address any employee safety concerns.

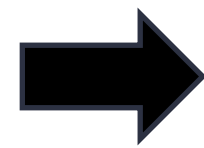


- Contact your safety committee representative if you have any matters to be addressed at an upcoming meeting.

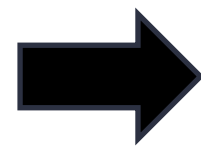
Access to Safety Programs and Policies



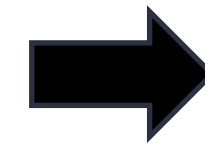
DeptData



Documentation



Safety



Employee Safety
Programs



Safety Programs and Policies

- 📁 Abrasive Wheel
- 📁 Contractor Safety
- 📁 Fall Protection
- 📁 Hot Work
- 📁 Rail Contractor Safety Program
- 📁 Training Program
- 📁 Bloodborne Pathogens
- 📁 Emergency Action Plans
- 📁 Hazard Communication
- 📁 NFTA Safety Policy
- 📁 Respiratory Protection
- 🌐 CloudSDS Campus
- 📁 Agency Safety Plan
- 📁 Crane, Hoists, & Slings
- 📁 Fire Prevention
- 📁 LOTO
- 📁 Rail First Aid CPR
- 📁 Workplace Violence Policy & Program
- 📁 Chainsaw Safety
- 📁 Environmental
- 📁 Health Emergency Response Plan
- 📁 PPE Assessments
- 📁 Silica Exposure
- 📄 Employee Injury Report
- 📁 Confined Space
- 📁 Eyewear Program
- 📁 Hearing Conservation
- 📁 Project Safety Implementation Checklist
- 📁 SSPP's
- 📄 Hazard Reporting Form

What's Your Why?

- Going home each day and doing what we enjoy
- Protecting ourselves and our team
- Protecting the community



Questions?