

Risk A/T[®] Work



Risk A/T[®] Work is a forum dedicated to sharing safety and loss control tips with our brokers and insureds. Risk A/T[®] is our proprietary risk management approach promoting informed risk analysis based on two behavioral factors — **A**ptitude and **T**olerance.

Managing Temporary Employees

Beth Kersey, AVP | Risk Control Team Lead, Sompco International, North America bkersey@sompo-intl.com

Natalie Freedland, Senior Client Service Specialist, Risk Control, Sompco International, North America, nfreedland@sompo-intl.com

Temporary employees play a crucial role in many industries, providing flexibility and support to meet the changing demands of the business. However, managing temporary employees presents many challenges, including ensuring their safety at work. To mitigate risks and protect temporary employees from accidents and injuries, employers must implement best practices.

Safety of Temporary Employees

Generally, temporary employees are those workers paid by a staffing agency to perform services for a host employer. OSHA's Temporary Worker Initiative ([Protecting Temporary Workers | Occupational Safety and Health Administration \(osha.gov\)](https://www.osha.gov/sites/default/files/OSHA_TWI_Bulletin.pdf)) is designed to protect temporary employees from workplace hazards and includes guidelines requiring they be provided with the same level of protection as permanent employees. According to these guidelines, staffing agencies and host employers share responsibility for the safety of

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temporary employees. Staffing agencies and host employers must clearly define their safety responsibilities as part of their written contract, specifying who is assigned safety responsibilities and include provisions for sharing safety information and records.

What should also be included in the contract is clear line of supervision for the temporary employee, as that will ultimately dictate how OSHA recordkeeping is handled. For more information regarding recording temporary employee injuries, see: https://www.osha.gov/sites/default/files/OSHA_TWI_Bulletin.pdf

Strategies and Tactics for Keeping Temporary Employees Safe

Similar to permanent employees, training temporary employees is imperative to keeping them safe in the workplace. While staffing agencies are responsible for ensuring that temporary employees are adequately trained and qualified to perform the job duties assigned to them, the host employer is ultimately responsible for the safety of all its workers, including temporary employees. Noting this, the host employer should provide temporary employees with comprehensive safety orientations on company policies and procedures, potential hazards and risks associated with their job duties, and the proper use of equipment and tools (as applicable).

Additionally, ongoing safety training should be provided to ensure that temporary employees stay up-to-date on the latest safety practices and protocols and have the proper tools and personal protective equipment to do their job.

Host employers may also consider the following as a means to keeping temporary employees safe:

Identification system: Provide temporary employees with name badges or uniforms that distinguish them from permanent employees.





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Assign a mentor: This permanent employee would help guide and support the temporary employee in understanding safety policies and procedures, along with the proper use of equipment and tools, and otherwise act as a resource for the temporary employee.

Clear communication channels: Temporary employees should understand who to contact in the event of injury, safety concern or emergency.

See something, say something: Encouraging temporary employees to report safety concerns and to speak up if they notice a potential hazard or risk.

Collaboration is Key

Keeping temporary employees safe at work requires collaboration between staffing agencies and host employers. This should include a proactive approach that focuses on education, training, supervision, communication, and

ongoing assessment. Employers must implement best practices to mitigate potential risks and protect temporary employees from accidents and injuries. By providing comprehensive safety training, assigning mentors, establishing clear communication channels, conducting regular safety audits, and encouraging reporting of safety concerns, employers can help ensure the safety and well-being of their temporary employees.

We Are Here To Help

By implementing best practices for temporary workers into your overall safety program, you are taking an important step to mitigate risks and protect your property and all workers. Please reach out to your Sompo International Risk Control Specialist or contact us at +1 877 667 5733 or RiskControlQuestions@sompo-intl.com for more information.

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