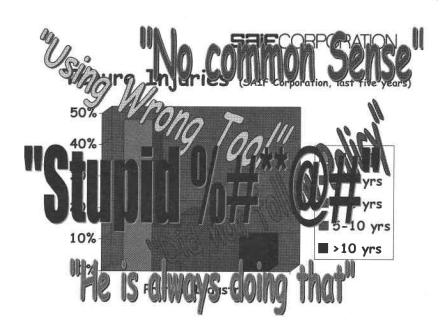
100% RETENTION, HOW TO GET IT IN SAFETY AND WORK PRACTICES

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SEIFCORPORATION

Agenda

- "A" Form
- ROI
- The Process
- How we Retain.... Learn
- A Couple of Exercises

Exercise One How Management see's it!!

McGraw Hill, Fundamental Skills of Managing People

•	Workers	Importance	Managers
•	1	*Interesting Work	໊
•	2	*Appreciation of Work Done	8
•	3.	*Feeling Being in on things	10
•	4	Job Security	2
•	5	Good Wages	1
•	6	Promotion/Growth in compan	y 3
•	7	Good Working Conditions	4
•	8	Personal Loyalty to Employee	: 7
•	9	Help on Personal issues	9
•	10	Tactful Discipline	6

Exercise Two

What Degree of Retention do You want your training to accomplish?

- **10%**
- **20%**
- **30%**
- **90%**
- 100%

We Retain (learn)...

- 10% of what we READ
- 20% of what we are TOLD (TELL)
- 30% of what we SEE
- 90% of what we DEMONSTRATE
- We give 85 times more attention to visual detail than auditory detail.
- When we talk to each other 78% of the time we are not understanding the same thing!!
- So what does that say about training

Training Process

- Tell them (20% Retention)
- Show them (30% of Retention)
- Have them Demonstrate what you have told and shown. (90% Retention)
- Observations.... 100% Retention
 - Do you have an observation program?

Expected Results

Your Investment / What you get



- Increased Understanding.
- Increased Retention
- Increased Willingness
- Increased Job Satisfaction
- Better Quality
- Better Production
- Decreased Defects
- Decreased Errors
- Decreased Injuries (ZERO)

But.... It's not the tool, it's the <u>Process</u> That is Important!!

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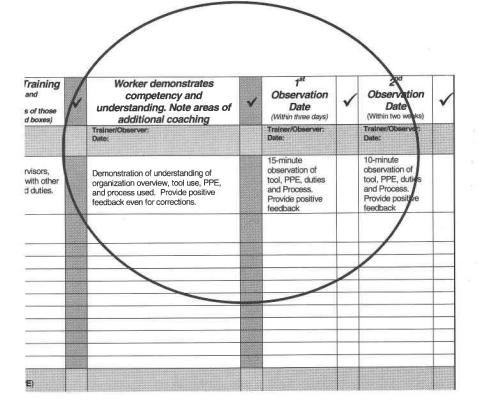
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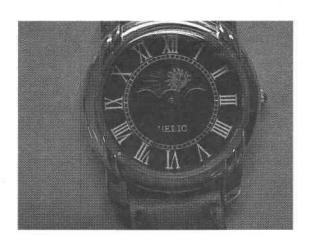
Incident Reporting Report immediately Accident Analysis form filled out with supervisor Keep supervisor informed of doctor instructions Observations Program Scheduling of time Positive feedback Other



EXERCISE THREE

The Roman Numeral Watch Company

Who knows the Roman Numerals to Twelve?



In Summary

Invest The time......

Be Organized.....

Don't Overload

Be Tactful

Don't be Impatient

Be Someone's Light....