

APPLICATION



ABC MISSISSIPPI CHAPTER
**SAFETY
AWARDS**

—ENTRY DEADLINE AUGUST 22, 2018—

RECIPIENT RECOGNITION AT
SAFETY AWARDS LUNCHEON
SEPTEMBER 27, 2018

Recognizing Excellence in Construction Safety

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Dear Fellow Members,

As we consider the ingredients that make up a successful company, we often think about things such as productivity, margins, backlog, cost control, and government regulations. Today's successful companies also think about safety as an ingredient for success. Being safety conscious can save you money on insurance premiums, and it can also be an employee benefit. A robust safety program ensures that your employees are protected, work safely, and return home every day in a healthy state.

The 2018 ABC Mississippi Safety Committee is grateful for the past success of the ABC Mississippi Chapter Safety Awards Program. We are working hard to make the 2018 program special. The program consists of an application process resulting in an in-depth review of each participant's safety program. This program is designed to recognize companies for their efforts to enhance employee safety. Participation in the program will help you evaluate your company's safety efforts. There is no need to hire a consultant to review your safety plan. ABC does that for you, with your participation in this program!

This year the recognition and presentation of these awards will be conducted at the **ABC Mississippi Safety Awards Luncheon** on Thursday, September 27 at the Rickhouse by The Manship. Please save the date for this event. A separate invitation will be mailed for the luncheon directing you to register online to attend.

I appreciate the opportunity to serve as the Chairman of the 2018 ABC Mississippi Safety Committee. We have an outstanding group of safety minded professionals dedicated to promoting safety in our chapter. Committee members are listed at the end of this application and each member is willing to assist you in any of your safety needs, including the submission of your application. Sherry Dunlap, the ABC Mississippi Safety Director, is also available to assist.

The application deadline is Wednesday August 22. Applications received after this date will not be considered.

Sincerely,

Mark Willcutt
Chairman,
2018 ABC Mississippi Safety Committee
JESCO

ABC MISSISSIPPI

2018 SAFETY AWARD APPLICATION

GENERAL INFORMATION

Member Company: _____

Address: _____

Phone: _____ E-mail Address: _____

2017 Avg. Number of Employees: _____ 2017 Total Hours Worked: _____

2017 CALENDAR YEAR

- ➔ A. _____ Total # of Workdays Lost
- ➔ B. _____ Total # of OSHA Recordable Cases
- ◆ C. _____ Lost Time Cases Incident Rate
- ◆ D. _____ Total Recordable Cases Incident Rate
- ★ E. _____ 2017 Experience Modifier Rate (EMR)
_____ 2016 EMR _____ 2015 EMR (required)
- F. _____ # of Federal or State OSHA Inspections
- G. _____ # of OSHA Citations Issued in 2017
- H. _____ \$ _____ Paid for OSHA Fines in 2017

➔ Information available from the OSHA 300 Log

◆ Formula attached (see next page)

★ EMR available from your 2017 Workers' Comp Policy and your Insurance Agent or Broker

IMPORTANT INSTRUCTIONS

The following evaluation is provided to help you assess your firm's safety program. Sixteen (16) key elements are addressed. Each element contains various descriptions. Mark (x) each description that most accurately describes your firm's performance. After addressing all elements, total your marks on the last page. The total is part of your firm's safety performance score.

REQUIRED DOCUMENTATION

To complete your total score, please provide the following documentation:

1. A copy of your current Company Safety Program and Policy. No disk or CD.
 - ➔ Please send the program in a 3-ring binder or some other presentation binder method.
 - ➔ If there are no significant changes in your program and we have it on file, you don't need to submit a copy. Please check with the ABC MS Safety Director to confirm.
2. A copy of your year 2017 OSHA **300A** summary log (combined for all jobs).
3. A copy of your 2017 Experience Modifier Rate for the past 3 years (indicated on your Workers' Compensation Policy or a statement from your insurance agent).
4. A copy of your Substance Abuse Policy and Testing Procedures.

ABC MISSISSIPPI

2018 SAFETY AWARD APPLICATION

FORMULAS

$$\text{Lost Time Incident Rate} = \frac{\text{Total Number of Lost Time Cases} \times 200,000}{\text{Total Number of Man Hours Worked}}$$

$$\text{Total Recordable Cases Incident Rate} = \frac{\text{Total Number of Injuries \& Illnesses} \times 200,000}{\text{Total Number of Man Hours Worked}}$$

$$\text{Cost of Accidents Per Employee} = \frac{\text{Total Dollar Amount of All Accidents}}{\text{Average Number of Employees}}$$

NOTE 1: The national average of man-hours worked:
1 person/month = 167 hours
1 person/year = 2080 hours

NOTE 2: These are annual figures.

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2018 SAFETY AWARD APPLICATION

SAFETY EVALUATION

A. EXECUTIVE MANAGEMENT POLICY STATEMENT ON SAFETY

- Is in writing
- Known to all employees
- Is a part of the safety manual
- Sets boundaries for the safety program
- Emphasizes management's commitment
- Signed by the CEO
- Is included in the mission statement

B. RESPONSIBILITY FOR SAFETY DEFINED

- Responsibility for safety is defined for all levels of the firm
- Is in writing and is part of the safety manual
- Superintendents and foremen have key responsibilities outlined in writing

C. SAFETY PROGRAM GOAL SETTING

- Written goals and objectives are set to be achieved through the safety program (based on needs or problems)
- A strategy is developed to accomplish the goals
- Feedback from those responsible for achieving results is required
- Written audits are made to measure performance
- Both long term and short term goals are considered

D. MANAGEMENT SUPERVISORY MEETINGS

- Weekly safety meetings are held by upper management
- Management gives an overview of safety activities
- All accidents are reviewed
- Monthly safety meetings are held by upper management

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2018 SAFETY AWARD APPLICATION

SAFETY EVALUATION

E. PRE-PLANNING FOR JOB SITE SAFETY

- Pre-job safety planning is required at the bid stage
- A check list is used by the superintendent and foremen to assure that all hazard exposures are considered
- Necessary equipment is provided and precautions are taken prior to or at the start of the job not after problems have been encountered

F. EMPLOYEE PARTICIPATION

- Employee participation is encouraged in such activities as (demonstrations of proper personal protective equipment (PPE), testimonials, tool box talks, HAZCOM training, accident reporting, fire protection training, etc.).
- Employees are encouraged to participate in site inspections, safety rule development, hazard recognition, and accident investigation

G. NEW EMPLOYEE ORIENTATION

- Formal written orientation program is in effect for all new or transferred employees
- A record is maintained showing date, person conducting the orientation and the items covered
- Orientation includes training on: safety rules, HAZCOM/GHS, major hazard exposures of the job, PPE, and emergency procedures
- Management concern for safe job performance is stressed
- Employee signs orientation documentation

H. SAFETY RULES

- Rules are published
- All employees are aware of the rules
- Rules are concise and easy to understand
- Rules are enforced equally among all employees
- Rules are updated as needed
- Written or oral testing of the employees understanding of the rules is verified or documented

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2018 SAFETY AWARD APPLICATION

SAFETY EVALUATION

I. EMPLOYEE SAFETY TRAINING

- Based on a training needs assessment, formal safety training is provided and documented in areas such as: hazard recognition, First-Aid/CPR, hazard/standard specific OSHA topics, heavy equipment safety, and trade specific safety such as electrical safety, etc.
- Qualifications of all safety instructors are reviewed and verified

J. SAFETY TOOLBOX MEETINGS

- Meetings are held weekly
- Conducted by superintendents and foremen
- Records are kept on the attendance and topic presented
- Management attends periodically

K. INSPECTIONS

- Weekly job site inspections are conducted by the safety coordinator or superintendent, or foremen
- Critical safety items are identified and corrected
- Written report is submitted on the results of the inspection
- Information learned is shared with all job sites

L. SUPERVISORY SAFETY TRAINING

Formal supervisory training includes:

- | | |
|---|--|
| <input type="checkbox"/> First Aid/CPR | <input type="checkbox"/> Hazard Recognition |
| <input type="checkbox"/> Emergency Reporting Procedures | <input type="checkbox"/> OSHA 10-Hour or greater |
| <input type="checkbox"/> Job Safety Analysis | <input type="checkbox"/> Accident Investigation |
| <input type="checkbox"/> Job Site Safety Inspections | <input type="checkbox"/> Job Safety Planning |
- Company has in-house facilities for training
 - Supervisors have access to a safety professional within the company.

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2018 SAFETY AWARD APPLICATION

SAFETY EVALUATION

M. USE OF PERSONAL PROTECTIVE EQUIPMENT (PPE)

- Analysis made to determine PPE needs
- Employees are trained in the use and maintenance of PPE
- Only approved PPE is used
- PPE is provided to employees, except shoes
- Employees are aware of the disciplinary consequences of not using PPE
- Annual audit/review of the program

N. PERFORMANCE AUDIT

- Audits are made at least semi-annually to determine if safety work is effective
- Standards exist by which to measure performance
- Safety performance becomes a part of the overall rating of supervisors
- Strengths and weaknesses are discussed with individual supervisors
- Superintendent's and/or foremen's safety performance is tied to compensation

O. SUBSTANCE ABUSE

- Company policy contains strict rules regarding drug and alcohol use.
- Company does drug testing for pre-hire.
- Company does drug testing for post accident.
- Company does drug testing for reasonable suspicion or cause.
- Company does random drug testing.
- Company maintains counseling and testing records.

P. RECORD KEEPING

Records are kept on:

- | | |
|--|---|
| <input type="checkbox"/> Employee Orientations | <input type="checkbox"/> First Aid Treatment |
| <input type="checkbox"/> Inspections | <input type="checkbox"/> OSHA Log-Form 300 |
| <input type="checkbox"/> Training | <input type="checkbox"/> Hazard Communication GHS |
| <input type="checkbox"/> Accident Investigations | |

ABC MISSISSIPPI

2018 SAFETY AWARD APPLICATION

PLEASE ENTER YOUR TOTAL SCORE
(SUM OF ALL MARKED BOXES)

Yes, I would like a follow-up evaluation of our safety program.

ADDITIONAL POINTS WILL BE ADDED TO YOUR SCORE BY PROVIDING THE FOLLOWING INFORMATION:

1. A copy of your company Safety Program and Policy. Please, no disk or CD. Please provide in a 3-ring binder or some other hard copy presentation method.
2. A copy of your 2017 OSHA 300A summary log (combined for all jobs).
3. A copy of your 2017 Experience Modifier Rate (indicated on your Workers' Compensation Policy or a statement from your insurance agent).
4. A copy of your Substance Abuse Program and Testing Procedures.

Completed by: _____

Title: _____

Date: _____

Confirmed by: _____

(REQUIRED SIGNATURE BY CHIEF EXECUTIVE OFFICER)

Send Completed Application By August 22, 2018 To:

ABC Mississippi
Attn: Sherry Dunlap, Safety Director
5165 Old Brandon Road
Pearl, Mississippi 39208

- Please invoice our company for the \$100 application fee.
- Enclosed is a check payable to ABC Mississippi for the \$100 application fee.
- Please charge the following credit card:
Card # _____ Expiration Date _____
Billing Zip Code _____ CCID _____
Authorized Signature _____

ABC MISSISSIPPI

2018 SAFETY COMMITTEE

SAFETY DIRECTOR

Sherry Dunlap
ABC Mississippi
Pearl, Mississippi
601.944.0421

COMMITTEE CHAIR

Mark Willcutt
JESCO, Inc.
Tupelo, Mississippi
662.680.6117

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Christee Holbrook
Graham Roofing, Inc.
West Point, Mississippi

Mark Willcutt
JESCO, Inc.
Tupelo, Mississippi

Russell Ramsey
Upchurch Plumbing, Inc.
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Kosciusko, Mississippi

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Edwards Electric, LLC
Gulfport, Mississippi

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Jackson, Mississippi