

SECTION J

SAFETY AWARDS

- 1.0 A system should be set up to provide some kind of recognition program to employees and/or departments that have an injury free record for a stated period of time. This can be cost effective in that peers will police each other and their work place, thus reducing costly accidents.
- 2.0 SIPE Safety Awards
 - 2.1 Purpose of the awards: School districts that have made significant reductions in mishap rates may be considered for these awards. They are the Award of Honor, the Award of Merit, and the Award of Commendation.
- 3.0 Who is eligible: Every district that has a perfect record for the stated time and meets personnel strength requirements. A perfect record is one without cases that involve days away from work or death due to a reportable mishap. Districts that do not meet the specified rate reduction and personnel strength requirements.
 - 3.1 Award of Honor and Award of Merit: School districts that have an average authorized strength of 1,000 employees for the past three consecutive years.
 - 3.2 Award of Commendation: School districts that have an average authorized strength of 100 or more but less than 1,000 for the past three consecutive years.
- 4.0 Selection Criteria
 - 4.1 Selection is based on an evaluation of district's mishap rates.
 - 4.2 SIPE Safety will compile all rates and forward all eligible districts to the National Safety Council.
 - 4.3 The Award of Honor: This is the highest award given. To be considered for the award, an eligible district must have:
 - 4.3.1 A perfect record or a 20% or more reduction in the composite mishap rate when compared to the average of the previous fiscal years.
 - 4.4 The Award of Merit: This is the second highest award given. To be considered for this award, an eligible district must have:
 - 4.4.1 A perfect record or at least five percent reduction in the composite mishap rate when compared to the average of the previous two fiscal years.

4.5 The Award of Commendation. An eligible organization must have:

4.5.1 A perfect record or at least five percent or greater reduction in the composite mishap rate compared to the average of the previous two fiscal years.

5.0 Most Meaningful Hazard/Suggestion Identification Award: This award is given each calendar quarter to an employee submitting the most meaningful hazard/suggestion that improves the district safety program and would contribute to other school districts. The winner will receive a \$50.00 savings bond. Employees should submit their ideas on SIPE Form 2-588 which is available at your school site. Completed forms should be sent to:

SIPE Safety
402-M Farnel Road
Santa Maria, CA 93458
or
Santa Barbara County Education
North County Office

6.0 Job Performance Safety Award. A jacket with the logo “Santa Barbara County Schools SIPE Safety Award” will be presented to an employee whose job performance contributes to the districts’ safety program. The jacket is awarded on the spot by the safety officer during his site visit.

7.0 Safety Incentive Funds Program

The SIPE Board of Directors has decided to apportion a part of their budget for our Safety and Health Committee Incentive Program. Funding will be available through the following sequence. First, school district safety needs will be determined by the district's own safety committee and relayed to their safety coordinator. The safety coordinator then formally requests funding by submitting a completed Safety Incentive Program Funding Request, SIPE Form 11-588 (Attachment 7) available from this office or online at www.sbsipe.org. **The form must be submitted in person or faxed to (805) 928-5414 for consideration at the Safety & Health Committee meeting. A representative from the district must be present at the Safety & Health Committee meeting to have the request reviewed.** The Safety & Health Budget Committee will review the request. An approved/disapproved request form is then signed and returned to the district. The district will purchase the item and return the invoice along with an approved copy of Form 11-588 to the safety office. The invoice and form is then forwarded to the Santa Barbara County Education Internal Services office for payment. Distribution of funds will be monitored by the SIPE Safety Office and the Safety & Health Committee members. All funding requests will be made available for review by any member of the SIPE Board of Directors.

The following criteria will be used for the distribution of safety incentive funding:

1. Workers compensation injury, evaluation and prevention.
2. Injury prevention and safety compliance.
3. Enhancement of school districts safety program

8.0 District Safety Award Program

8.1 The Safety and Health Committee for Santa Barbara Schools and the Self Insured Program for Employees (SIPE) Board of Directors has approved a monetary safety award program for participating districts. The program must involve all district employees.

8.2 A funding allocation has been established. This list was developed using the school district's ADA. A minimum of \$500 to a maximum of \$2500.00.

8.2.1 **\$500** Ballard, Blochman, Cold Spring, Los Alamos, Los Olivos, Montecito, Vista Del Mar.

\$1000 Buellton, College, Cuyama, Solvang

\$2000 Guadalupe, Hope, Santa Ynez

\$2500 Allan Hancock College, Lompoc, Orcutt, SBCEO, Santa Maria-Bonita, Santa Maria High School, Carpinteria, Goleta

8.3 To receive the safety award allocation:

8.3.1 Small school districts

Ballard, Blochman, Buellton, Casmalia, Cold Spring, Cuyama, Los Alamos, Los Olivos, Montecito and Vista Del Mar.

Small districts will receive their allocations when the district at the end of the fiscal year have reduced their loss time injury rate by 25% or better from the previous year and have actively participated in the Safety and Health Committee meetings.

Example:

		<u>1996</u>	<u>1997</u>	
Qualify	College	4	2	= 50% reduction
Does not qualify	Ballard	0	1	= 100% increase

The SIPE Safety Office will tabulate small district rates at the end of each fiscal year.

8.3.2 Large school districts

Carpinteria, College, Goleta, Guadalupe, Hope, Lompoc, Orcutt, Santa Maria-Bonita, Santa Maria High School, Santa Ynez, Solvang, Allan Hancock College.

Large school districts will develop a written district award program involving all employees by December 1999 or at the end of the calendar year have reduced their loss time injury rate by 25% or better from the previous year and have actively participated in the Safety and Health Committee meetings.

The written plan should indicate who and how employees will participate, what is their incentive, and how tabulations will be calculated.

8.4 The award program will be for the calendar year.

8.5 School districts must submit their program calculation and request for funding, i.e., invoice, by February 1st the following year for funding.

8.6 The SIPE safety officer will submit the district invoice or request of safety award funding to the Santa Barbara County Education Office's Fiscal Service Department for payment.

8.7 The SIPE safety officer will coordinate with the district safety coordinator or superintendent to ensure program effectiveness and proper distribution of the annual award.

8.8 The SIPE safety officer will submit an annual budget request for program funding.

8.9 School districts can use safety award funding for any purpose allowable under the Education Code. Example: Workshops, TV, VCR, etc.