

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.
- 3.0 Who is eligible: Every district that has a perfect record for the year or improves their record from the previous year. 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 *can still qualify* if they can show they have an *active safety committee*.
 - 3.1 Districts with an active Safety Committee must submit at least one record of minutes to the SIPE Safety Office by the end of the fiscal year to receive Safety Award money.
- 4.0 Selection Criteria
 - 4.1 Selection is based on an evaluation of district's mishap rates, or submission of a safety committee meeting.
 - 4.2 SIPE Safety will compile all rates and forward all eligible districts to the Safety & Health Committee.
 - 4.3 A perfect record or a reduction in the composite mishap rate from the previous year
- 5.0 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 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 are 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

6.0 District Safety Award Program

6.1 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.

6.2 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.

6.2.1 **\$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

6.3 The award program will be for the calendar year.

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

6.5 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.

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

- 6.7 The SIPE safety officer will submit an annual budget request for program funding.
- 6.8 School districts can use safety award funding for any purpose allowable under the Education Code. Example: Workshops, TV, VCR, etc.

