



Safety Is Our Common Concern

ARPA Producer Members:

The **ARPA Annual Safety Awards Program** is here! We are excited to honor Producer Member companies that have earned safety recognition for the year 2013. Enclosed you will find the entry form along with a rules sheet that explains the award guidelines. Please include all requirements with your submittal in order to be eligible to receive an award. *(Please do not use an old entry form, as some items have changed.)* Once you have completed the entry form, return it to the ARPA office no later than **March 21, 2014**.

The safety awards will be presented at a special general membership luncheon. We look forward to celebrating your companies safety achievements for 2013. The lunch registration information will be sent out at a later date.

If you have any questions regarding the awards program, please contact Elaine Trujillo at (602) 271-0346 or Safety Committee Chair, Doug Dopson with Arizona Metro Mix at (480) 688-7590.



Best regards,

Elaine Trujillo

Executive Assistant

*Safety is a responsibility that must be shared equally
and without exception throughout our industry.*



The ARPA Safety/Transportation Committee meets at 9:30 a.m. on the third Thursday of each month in the ARPA office. We encourage you to send a representative from your company to these important meetings.

ARIZONA ROCK PRODUCTS ASSOCIATION SAFETY RECOGNITION AWARDS RULES

ELIGIBILITY

All ARPA Producer Member companies (paying dues separately).

CLASSIFICATIONS

Participating companies divided into classifications according to employee hours worked. (Arizona employees only)

GUIDELINES

After all the entries are received, ARPA will determine awards based on the hours reported by the participating companies.

TIME PERIOD

The award recognition covers a twelve (12) month period, **January 1, 2013 through December 31, 2013**. All entries must be submitted to the ARPA office no later than **March 21, 2013** by the close of business. **(Please be advised that all applications received by ARPA by the deadline of March 21, 2014 would be deemed incomplete if they do not include OSHA 300A summaries and/or MSHA 7000-2 reports and will not be considered for an award. No exceptions will be made for incomplete or late entries.)**

AWARDS

Awards winners will be determined from the Lost Time Rate (LTR), Incident Frequency Rate (IFR) and safety program documentation presented in the award application packet. We will be using both the LTR and the IFR combined to determine the winners in each category. These classifications apply to all aggregate, ready mix concrete, asphaltic concrete, cement, asphalt and contracting producing companies. **Please note: All incidents, injuries, and fatalities are preventable outside of "An act of Nature". If a member company suffers a fatality, that company will be disqualified from receiving a safety award for that year.**

STANDARDS

1. A Lost Time Accident (LTA) is defined as an accident in which an injured employee cannot return to work for his/her next regularly scheduled shift.
2. An Incident Frequency Rate (IFR) is defined as an incident in which an injured employee returns to work for his/her next regularly scheduled shift and is an injury that is OSHA 300A or MSHA 7000-2 recordable or reportable.
3. The accident/incident frequency rate is measured by multiplying the yearly total number of lost time accidents by 200,000 divided by total employee hours worked. (This number is an arbitrary number used by the safety industry to represent 100 full-time workers working 40 hours per week divided by total worker hours for 50 weeks a year.)

ARIZONA ROCK PRODUCTS ASSOCIATION
SAFETY RECOGNITION AWARDS
JANUARY 1, 201 through DECEMBER 31, 2013

GENERAL INFORMATION:

Company Name _____

Address _____
Street | City | State | Zip

Contact Name _____ Phone _____

1) How long has your company been in business? _____

2) How many man-hours did you work in 2013? _____

3) Does your company have a written safety program? _____

4) Are all of the company's employees familiar with the safety program? _____

5) Does your company have a full time safety director? _____
If yes, what is their name? _____

6) In total how many foreman, supervisors, and managers does your company employ? _____

7) Has your company used any of the following consulting services?
MSHA? OSHA? State Mine?

8) Has your company used other consulting services? _____

9) How often does your company hold safety meetings?
Daily Weekly Monthly



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9) Did your company suffer a fatality (outside of "An Act of Nature") during the reporting period?
YES NO

10) Lost Time Accident (LTA) Frequency Rate? $\frac{\# \text{ of LTA} * x 200,000}{\# \text{ of hours worked}}$

***LTA-the number of recordable injuries resulting in lost time.**

answer: _____

(Fill in the Blank) = Frequency Rate

Total of **ALL** Employee Hours worked during report period.

(Include Production Drivers, Mechanics, Craft, Executive, Supervisory, Clerical and Technical Support Employees.)

11) Incident Frequency Rate (IFR)*? $\frac{\# \text{ of Incidents} x 200,000}{\# \text{ of hours worked}}$

***IFR-Number of injuries that are OSHA 300 recordable or reportable to MSHA.**

answer: _____

(Fill in the Blank) = Frequency Rate

Total of **ALL** Employee Hours worked during report period.

(Include Production Drivers, Mechanics, Craft, Executive, Supervisory, Clerical and Technical Support Employees.)

12) My company employs: 50 employees or less
 51-499 employees
 500 or more employees

13) List the number of MSHA reported injuries: _____

14) List the number of OSHA reported injuries: _____

ADDITIONAL REQUIREMENTS: (Must be submitted with your application.)

- 1) Attach your company's OSHA 300A summary(s).
- 2) Attach your company's MSHA 7000-2 report(s).
- 3) SAFETY STATEMENT: Submit a brief statement (200 words or less) on the greatest benefits of having a safety program.

PLEASE NOTE: The Arizona Rock Products Association and Safety Committee will ensure confidential status concerning specific number of hours reported.

Signature

Title

Date



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Safety Professional of the Year 2013

Nomination Rules:

1. Only one entry form allowed from each company
2. Only Producer or Associates members can nominate
3. Considerations for nomination:
 - A. Person or Company committed to safety
 - B. Statistics
 - C. Innovative Ideas
 - D. Safety Training
 - E. Safety Accomplishments
 - F. Management or Supervisory level
 - G. Active participant in ARPA
 - H. Has not received this award in the last four (4) years
4. Entries will be reviewed by a Safety Sub-Committee
5. Winner will be announced at the Annual Safety Luncheon
6. Nomination year runs from **January 1, 2013 - December 31, 2013**
7. Nominations Forms are to be submitted by **March 21, 2014**

Safety Committee Member of the Year 2013

Nomination Rules:

1. Consideration for nomination
 - A. Active member of ARPA
 - B. Participation in meetings, sub committees and volunteers
 - C. Goes above and beyond
 - D. Knowledge of OSHA, MSHA Standards
 - E. Active with the regulatory agencies
 - F. Has not received this award in the last four (4) years
2. Entries will be reviewed by a Safety Sub-Committee
3. Winner will be announced at the Annual Safety Luncheon
4. Nomination year runs from **January 1, 2013 - December 31, 2013**
5. Nominations Forms are to be submitted by **March 21, 2014**

