



## SAFETY AWARD PROGRAM 2015

We've simplified our Safety Award Program for 2015, but our mission remains the same: to improve safety awareness and implementation, reduce frequency and severity of accidents and give affiliates an opportunity to reduce their General Liability premiums. We believe our trimmed-down program requirements will give more affiliates the opportunity to participate.

### How to participate

1. Complete the online sign up form on our website ([hfhaffiliateinsurance.com](http://hfhaffiliateinsurance.com)).
2. View the program criteria on the following page and use the checklists provided to indicate your progress in completing each item.
3. We will track your progress and follow up with you during the course of the program.
4. All criteria—for both the Honorable Mention and Grand Prize categories—must be completed by November 30, 2015. Affiliates will be notified of their status for completing the program in early 2016.

If you have questions about the program or any of the criteria please call our Safety Analyst, Scott Dunwiddie at (888) 553-9002 or email [habitatsafety@locktonaffinity.com](mailto:habitatsafety@locktonaffinity.com).

Affiliate Name: \_\_\_\_\_

State: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

<h2>Honorable Mention Criteria</h2>	
Affiliates who meet the following criteria will earn an Honorable Mention award—and a <b>2% premium discount</b> on their 2016-2017 General Liability premium. <b>Use this checklist to mark items complete:</b>	
<b>Attend two of our webinars</b>  A member of management will attend one ReStore webinar and one job site webinar in 2015.	<input type="checkbox"/> Date Completed: _____
<b>Twitter photo contest</b>  Submit an entry in the Habitat safety Twitter photo contest.	<input type="checkbox"/> Date Completed: _____
<b>ReStore online safety training course</b>  ReStore staff to complete the online ReStore safety training course.	<input type="checkbox"/> Date Completed: _____
<b>Develop a Safety Committee</b>  The committee is to hold regular meetings, discuss all incidents and potential or actual claims, determine appropriate corrective actions and send recommendations to the Executive Director.	<input type="checkbox"/> Date Completed: _____
<b>Fall protection statement</b>  Submit a statement by the Executive Director that fall protection equipment is being used for any roofing work done at the affiliate or that it is handled by subcontractors.	<input type="checkbox"/> Date Completed: _____
<b>Affiliate has no OSHA or state violations. (The insurance program will confirm this on the affiliate's behalf).</b>	

<h2>Grand Prize Criteria</h2>	
Affiliates who complete the following <b>ADDITIONAL</b> criteria will earn a Grand Prize award—and a <b>10% premium discount</b> on their 2016-2017 General Liability premium. <b>Use this checklist to mark items complete:</b>	
<b>Affiliate has a certified Competent Person</b>  To inquire about Competent Person training and certification in your area contact HFHI Safety Program Specialist Sarah Wishon at <a href="mailto:swishon@habitat.org">swishon@habitat.org</a> or 404-420-6758.	<input type="checkbox"/> Date Completed: _____
<b>Total additional safety training completed in 2015</b>  Consideration of all other relevant safety training completed by an affiliate's workers, such as online safety courses, OSHA 10 and 30, Defensive Driving, First Aid, etc.	<input type="checkbox"/> Date Completed: _____
<b>Quality Safety Plans</b>  The affiliate must have detailed written job site and ReStore (if applicable) safety plans with checks in place to ensure its practices are adhered to.	<input type="checkbox"/> Date Completed: _____
<b>Affiliate loss history in 2015</b>  Includes consideration of the number of claims and the total amount of any incurred losses.	