

Subcontractor Pre-Qualification and Maintaining an Effective Safety Culture

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Safety: It's Not an Option!

- In addition to performing high quality work within scope and on budget, many companies are beginning to place more emphasis on reducing risks.
- All things being equal, safety performance as a project deliverable can either cause you to win or lose a contract.

Objective

- Today, I will briefly describe contractor pre-qualification as it has pertained to GeoEngineers, and well as what we require of our subcontractors.
- Discuss why you need to have measures in place that go beyond basic pre-qualification requirements.
- Share some of the steps we have taken in making our “Commitment to Safety” a way of doing business that may be helpful to you in developing your program.

Contractor Pre-qualification Leading Safety Indicators

- Written Health and Safety (H&S) Program
- Written Statement of Management's Commitment to H&S
- Well defined H&S responsibilities and accountabilities
- Procedures for Hazard Analysis & Mitigation – JSAs, AHAs, HASPs
- Behavior Based Behavior (BBS) Program
- STOP Work Procedures
- A written H&S On-Boarding process for newly hired employees

Contractor Pre-qualification Safety Trailing Indicators

- Total Recordable Incident Rate
- Lost Time Incident Rate
- Days Away from Work Rate (DART)
- Severity Rate
- Experience Modification Rate
- Vehicle Accident Rate

Subcontractor Evaluation

- Before GeoEngineers enters into a contract with a contractor, each subcontractor is evaluated to predict their ability to fulfill its conditions.
- These conditions not only include financial and organizational criteria, but also an evaluation of their current health and safety program.

Subcontractor Evaluation

Attachment A

Contractor's Safety Record

The safety of our employees and the employees of our Contractors is of the utmost importance to GeoEngineers. Please complete the information below and return to us. This information can be obtained from your OSHA 300 Logs and insurance carrier. If your company is not required to complete an OSHA 300 Log, provide copies of other appropriate industry related documentation. Insurance Carrier verification of the experience modification rate is required.



The Last three (3) Years	Average Number of Employees	Employee Hours Worked	Number of OSHA Recordable Cases	Recordable Incident Rate [(# of recordable injuries X 200,000) / employee hours worked]	Number of Lost Workday Cases	Lost Workday Rate [(# of lost workday cases X 200,000) / employee hours worked]	Number of Restricted Cases	Interstate / Intrastate EMR

Subcontractor Evaluation

- In addition to this H&S information, a key area we focus on is their insurance Experience Modification Rating (EMR).
- GeoEngineers EMR target for Contractors is 1.00 or less.
- If a contractor's EMR exceeds 1.0 for two (2) consecutive years, the contractor is required to provide detailed information regarding the cause and the corrective measures taken to prevent future incidents.

Subcontractor Evaluation

Attachment B

Contractor's Health and Safety Questionnaire

	Yes	No
Written Health and Safety Plan for all assigned projects	<input type="checkbox"/>	<input type="checkbox"/>
Please advise whether key employees working in the field meet the following state HAZWOPER requirements for work at hazardous waste sites:		
1. 40-hour Hazmat Training	<input type="checkbox"/>	<input type="checkbox"/>
2. 24-hour Hazmat Training	<input type="checkbox"/>	<input type="checkbox"/>
3. 8-hour Refresher Course	<input type="checkbox"/>	<input type="checkbox"/>
4. CPR/First-Aid Training	<input type="checkbox"/>	<input type="checkbox"/>
5. Evidence of medical surveillance and certification that employees are fit to use air-purifying respirators	<input type="checkbox"/>	<input type="checkbox"/>


Subcontractor Job Site Monitoring

Depending on the type, duration and potential hazards of the work, job site monitoring may be involved.

- Pre-job meeting, with the Project Manager and/or his or her designee assigned to the project
- Routine site visits/assessments by GeoEngineers Project Manager and/or his or her designee
- Site visits/assessments by GeoEngineers Corporate Health and Safety Program Manager.
- A post-job meeting at project completion.

Going Beyond Contractor Pre-qualification

Why Go Beyond Pre-qualification?

If you only focus on the numbers, you will not get to the root cause of what's really causing your safety statistics to go up and down  year after year.

What's the risk? Losing current clients and winning new ones.

What's a better approach? Focus on the “People” not the numbers.

GeoEngineers' Commitment to Safety

Here are a few examples of how GeoEngineers have gone beyond the pre-qualification process to make our “Commitment to Safety” a way of doing business

How do we focus on people to stay on target?

- Safety needs to feel personal
- Safety needs to be top-of-mind
- Safety is a team effort with shared responsibility
- Wearing the proper protective gear is a must
- Using our safety toolbox is essential
- Remember what you do matters!



Why is safety important?

- Employees need to get home safe every day to do what they value in lives:
 - Spending time with family
 - Enjoying the outdoors / hobbies
 - Pursuing hobbies
 - Elevating your career
- On the job, safety is part of everything we do
 - Moving soil samples
 - Lifting a file box
 - Managing a construction site
 - Driving to a meeting



Safety needs to feel personal and be top-of-mind



- We sought to create a simple message to help employee remember safety is personal
- Reinforced at all levels of the organization
- Published it through different mediums to reinforce its importance
- Our new motto was Home Safe Every Day



Teamwork



- Take responsibility for yourself and each other
- Speak up in the spirit of caring if you see your co-workers doing something unsafe
- Work toward the common goal of Home Safe Every Day!



Wear personal protective equipment



- If you need something, ask
- If you don't know what you need, ask!
- Our H&S team will have or find answers



What you do matters



- How seriously you take safety at work and home matters, to you and your co-workers
- If you're injured, it can affect you personally, as well as
- Ramifications within the company



Use your safety toolbox



GeoEngineers' safety toolbox includes:

- Task Safety Assessments (TSAs)
 - Near Miss Reporting
 - Job Hazards Analysis (JHA)
 - Health and Safety Plans (HASPs)
 - Safety Raisers and other communication
 - Safety Conversation Program – BBS Program
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- Our goal is for everyone to use these tools to help them work safe!



GeoEngineers Safety Conversation Program



- To strengthen our safety culture, in 2013 GeoEngineers adopted a BBS program called DuPont STOP™ for Supervision.
- After several years, we developed our own program called GeoEngineers Safety Conversation Program.
- Goal - Recognize and eliminate unsafe acts and conditions that could lead to injuries by reinforcing what we did well, and identifying any areas that needed improvement.
- Thus far, in 2016 we have conducted and recorded over 300 safety observations and experiencing one of our best years ever in regards to safety.

Presentation takeaways

- Contractor safety pre-qualification has become one of the measurements used by many clients to determine if you measure up to industry standards
- Today I have shared with you some of the steps you can take to not only meet contractor pre-qualification, but also build a sustainable safety culture for the long run.
- In the end, it's all about going **Home Safe Every Day!**

Questions