

**SAFETY IS  
EVERYONE'S  
JOB**

# Injury Free Reward Program

*The following safety incentive program was implemented to encourage field employees to work together to provide a safe work environment for one another. Offices that succeed in this goal will be rewarded each quarter for demonstrating these efforts.*

- Service & production crews will be separated due to the differences in their daily tasks (i.e., service crew can still obtain their safety incentive hours if production crews from the same office incur a recordable injury).
- Please note, office personnel are not included in this respective program due to the minimal hazards they face on a regular basis.
- Respective production/service crews must remain injury free for the duration of the quarter in order to receive safety incentive hours. Below is a list of infractions that would remove an office from the quarterly incentive.
  - Recordable Injury (requiring more than first aid treatment). Recordable injuries that are not caused by an employee's actions will not count towards the respective office (i.e., not at fault auto accident resulting in a recordable claim).
  - Blatant Fall Protection Violation
  - Citation from Governmental Agency (i.e., OSHA/ EPA/MSHA)

## Quarterly Breakdown

1st Quarter (Jan. 1 - March 31) = 4 Hours

2nd Quarter (April 1 - June 30) = 8 Hours

3rd Quarter (July 1 - Sept. 30) = 12 Hours

4th Quarter (Oct. 1 - Dec. 31) = 16 Hours



- \* In order to accrue additional hours the service/production crews must remain injury free consecutively (i.e., respective service/production crews start back at 4 hours if injury occurs).
- \* Employees must be present for the duration of the quarter to receive safety incentive hours.
- \* Safety hours cannot accrue; they must be distributed in the following quarter.
- \* Safety hours will not go towards employees hours in a given week (no overtime).
- \* If an employee(s) attempts to hide a recordable claim, the office will be eliminated from the program for the remainder of the year.
- \* This program is at management discretion and may be discontinued or modified at any time.

