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Prequalification and Webportal Strategies



Webinar Instructor

Chad Stuart MS, CSSM

Risk & Safety Group

Industry Expertise:

- ✓ Oil & Gas Transmission / Distribution
- ✓ Utilities & Municipal
- ✓ Commercial & Residential Contracting
- ✓ Military Installations
- ✓ Trucking / Fleet Operations
- ✓ Environmental Management





Learning Outcomes

- Define how Webportal Prequalification processes works and its impact on your profitability potential.
- Identify how to capitalize on your existing relationships and proactively engage your clients when new barriers are created from the prequalification process.
- Recognize the metrics used to qualify/disqualify your company
 - NAICS codes, OSHA statistics, SMS scores, compliance violations, warning letters and others
- Examine practical methods to measurably improve the metrics used to qualify/disqualify your company.
- Identify how to write safety and health programs to meet prequalification requirements and prevent creating additional liability for your company.
- Identify specific solutions for exemptions and conditional overrides when your company's score is "F", "Red" or listed as "Do Not Use" or "Non-Compliant".

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Disclaimer

This webinar is not intended to make you a "Better" or "Safer" company. This webinar will, however, concentrate on helping you develop a common understanding of how:

1. The Webportal Prequalification process is designed and setup to evaluate and qualify contractors and suppliers, and
2. You can employ certain tactics and strategies to better assist your company to efficiently and effectively meet Webportal Prequalification requirements, and
3. You can exploit certain "rules" or "processes" to your benefit.



Webportal Prequalification

- AKA – “Prequal Safety”
- Online Third Party Administrator (TPA) clients use to sort and qualifies/disqualifies contractors and suppliers according to a predetermined set of criteria or standards.
 - Database collects and reviews health and safety experience, policies/procedures, QA/QC, claim data, regulatory information, governmental records, compliance data, procurement, etc.
- “Supposed” subject matter experts review and verify your information to assess the accuracy, relevance and timeliness of the data.
 - One Webportals Tagline:
 - “Connecting hiring clients with safe, reliable and sustainable contractors and suppliers around the globe.”

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Define the “Prequal Push”

- A. Contractors feel forced to “create reality” in order to achieve a passing score and be able to bid work. When it’s all done their efforts have little to no impact on actual performance in operations.....nothing changes.
 - ✓ **Examples include:** *altering OSHA logs, creative solutions for improving injury rates, EMR “management”, copy and paste strategy for written programs, etc...*
- B. Contractors “use” the Prequal Safety process to measurably improve outcomes in operations.
 - ✓ **Examples include:** *clearly defined expectations & execution, active involvement & participation, additional resources, accountability, improved communication/coordination, etc...*

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What is Webportal Prequalification?

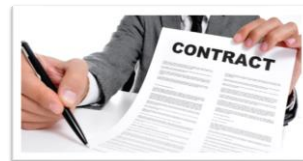
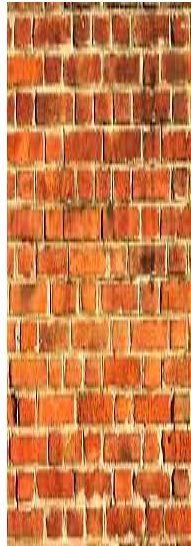
How does the Process Work?



nothing



You receive Notice Prequal Safety is Required to Bid and Work for a Client





First Steps

- Contact your client and determine who is the Prequal Safety administrator or main point of contact for their operations.
 - **Have authority to advocate on your behalf, “change” certain rules/requirements, define wacky terms, clarify specific qualification criteria, assist with exemptions, approve conditional overrides, grant extensions, expedite processes, etc.**
- Capitalize on and exploit any existing client relationships.
 - **Ensure operations executives are aware of how Prequal Safety creates numerous barriers that did not exist before. Reach out early and communicate often on progress and delays – they can be your advocates!**
 - Do not delay!
- Determine your points of contact at the Prequal Webportal.
 - **Some Webportals have account managers others may have “specialists”.**
 - If possible, always communicate directly to the most senior staff assigned to your account.
- Actively engage the Prequal Safety administrative staff.
 - **What can they provide to better prepare your staff for the onslaught of work?**
 - Qualification checklists, policy requirements, list of documents/records, examples, etc.

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QUESTION: Are You Good or Do You Need to “Look” Good?

- “Good” OSHA Rates
 - **Shell Game...can I go back and reclassify some OSHA recordable injuries?**
- “Good” EMR
 - **Can I reduce my EMR and still have injuries?**
- “Good” Compliance History
 - **Can I have violations and still be OK?**
- Cleverly Crafted Policies = Nothing
 - **Turn on the printing press or can someone do this for me?**



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QUESTION:

What if I don't have everything that is necessary to meet the qualification requirements?

Contractors who work with or aspire to work with clients using Prequalification Webportals may feel "forced" to do whatever it takes to "look good" in order to "pass" the prequal process to ensure new or continued opportunities to bid projects and remain competitive.

- Do you want to work?
- What are you willing to do?
- Should ethics matter?



For those currently invested...

- Is your company better now than before? At what specifically?
 - **Managing Paperwork or Better Managing Operations?**
- Any real measurable improvements?
 - **Risk, Safety, QA/QC, Auto - WC - GL claims, Compliance**
 - **Production, Profitability, Dollars/Man-hour**
- How many new clients do you have because of Prequal Safety?
 - **Webportals often claim marketing and exposure to hiring clients**
- What costs have increased with the process?
- What is the process is specifically targeting?
 - **Can you answer: Why am I doing this?**
- Has the process merely become a means to an end?
- Is the process really effective at identifying low risk, safe contractors to execute contract expectations?



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Who is Your Company in the Eyes of Prequal Webportals?



You're nothing but a number...

- EMR
- CSA Scores
- NAICS Code
- OSHA T.R.I.R.
- OSHA DART Rate
- OSHA Lost Time Rate
- Number of Vehicle Accidents
- Number of Compliance Violations – OSHA, DOT EPA

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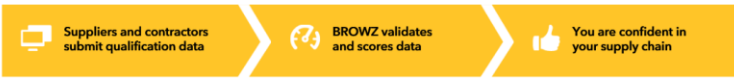
There is a numbers push.....

....to achieve certain prequalification requirements



What exactly are these folks managing?
How exactly am I better?

SUPPLIER QUALIFICATION & MANAGEMENT



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To begin: Your are Your NAICS Code

North American Industrial Classification System

Industry ²	NAICS code ³	Total recordable cases	Cases with days away from work, job transfer, or restriction			Other recordable cases
			Total	Cases with days away from work ⁴	Cases with job transfer or restriction	
Construction.....	23	3.5	2.0	1.3	0.6	1.5
Construction of buildings	236	3.1	1.8	1.3	0.5	1.3
Residential building construction	2361	3.9	2.4	1.9	-	1.6
Nonresidential building construction	2362	2.4	1.3	0.8	0.5	1.1
Heavy and civil engineering construction	237	2.8	1.7	1.0	0.7	1.1
Utility system construction	2371	2.4	1.4	0.8	0.6	1.0
Water and sewer line and related structures construction	23711	4.0	-	1.2	1.1	1.6
Oil and gas pipeline and related structures construction	23712	0.8	0.3	0.2	0.1	0.4
Power and communication line and related structures construction	23713	2.5	1.5	0.9	0.6	1.0
Land subdivision	2372	2.7	1.7	1.6	0.1	1.0
Highway, street, and bridge construction	2373	3.6	2.2	1.2	1.0	1.4
Other heavy and civil engineering construction	2379	2.5	1.6	1.0	0.6	0.9
Specialty trade contractors	238	3.7	2.1	1.5	0.6	1.6
Foundation, structure, and building exterior contractors	2381	4.9	2.9	2.0	1.0	2.0
Structural steel and precast concrete contractors	23812	4.0	2.2	1.4	0.8	1.8



NAICS Codes

Background

- For over 60 years, the Standard Industrial Classification (SIC) system served as the structure for the collection, presentation, and analysis of the U.S. economy. SIC was developed in the 1930s when manufacturing dominated the U.S. economy. Over the years, there were numerous revisions to the SIC system. Despite these revisions, the system received increasing criticism about its ability to handle rapid changes in the U.S. economy. Developments in information services, new forms of health care provision, expansion of services, and high-tech manufacturing are examples of industrial changes that could not be studied under the SIC system.

Introducing NAICS

- Developed in cooperation with Canada and Mexico, the North American Industry Classification System (NAICS) was introduced in 1997 and focuses on emerging economic activities. NAICS uses a production-oriented conceptual framework to group establishments into industries based on the activity in which they are primarily engaged. In other words, establishments that do similar things in similar ways are classified together.

NAICS Coding Structure

- NAICS uses a six-digit hierarchical coding system to classify all economic activity into twenty industry sectors. Five sectors are mainly goods-producing sectors and fifteen are entirely services-providing sectors. This six-digit hierarchical structure allows greater coding flexibility than the four-digit structure of the SIC.

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NAICS Codes in Construction

TABLE 1. Incidence rates¹ of nonfatal occupational injuries and illnesses by industry and case types, 2016

Industry ²	NAICS code ³	Total recordable cases	Cases with days away from work, job transfer, or restriction			Other recordable cases
			Total	Cases with days away from work ⁴	Cases with job transfer or restriction	
Construction	23	3.2	1.9	1.3	0.6	1.3
Construction of buildings	236	2.8	1.6	1.2	0.4	1.2
Residential building construction	2361	3.3	2.0	1.7	0.3	1.3
Nonresidential building construction	2362	2.4	1.3	0.7	0.5	1.1
Heavy and civil engineering construction	237	2.8	1.7	1.0	0.7	1.1
Utility system construction	2371	2.6	1.5	0.9	0.7	1.1
Water and sewer line and related structures construction	23711	4.1	2.2	1.2	1.0	1.9
Oil and gas pipeline and related structures construction	23712	0.7	0.4	0.2	0.1	0.4
Power and communication line and related structures construction	23713	2.8	1.9	1.1	0.8	0.9
Land subdivision	2372	2.3	0.7	0.5	0.2	1.6
Highway, street, and bridge construction	2373	3.5	2.3	1.4	0.9	1.2
Other heavy and civil engineering construction	2379	1.8	1.0	0.6	0.4	0.7
Specialty trade contractors	238	3.5	2.1	1.4	0.6	1.4
Foundation, structure, and building exterior contractors	2381	5.0	3.0	2.1	0.9	1.9
Poured concrete foundation and structure contractors	23811	4.5	3.0	1.8	1.1	1.6
Structural steel and precast concrete contractors	23812	6.3	3.5	2.5	1.0	2.8
Framing contractors	23813	7.0	4.7	3.3	1.4	2.3
Masonry contractors	23814	4.0	2.4	1.7	0.7	1.6
Glass and glazing contractors	23815	3.7	2.4	1.5	0.9	1.3
Roofing contractors	23816	5.6	3.6	2.7	0.9	-
Siding contractors	23817	3.6	2.2	1.6	0.6	1.4
Building equipment contractors	2382	3.3	1.8	1.2	0.6	1.4
Electrical contractors and other wiring installation contractors	23821	2.7	1.5	1.0	0.5	1.2
Plumbing, heating, and air-conditioning contractors	23822	3.8	2.1	1.5	0.6	1.7
Other building equipment contractors	23829	2.6	1.8	1.2	0.6	0.8
Building finishing contractors	2383	3.5	2.0	1.5	0.6	1.4
Drywall and insulation contractors	23831	4.1	2.3	1.4	0.9	1.9
Painting and wall covering contractors	23832	3.0	1.9	-	0.5	-
Flooring contractors	23833	2.4	1.1	0.9	0.3	1.2
Tile and terrazzo contractors	23834	2.6	1.6	1.3	0.4	1.0
Finish carpentry contractors	23835	4.2	2.2	1.8	0.4	2.0
Other building finishing contractors	23839	3.3	2.5	1.8	0.6	0.8
Other specialty trade contractors	2389	2.6	1.7	1.2	0.5	0.9
Site preparation contractors	23891	2.5	1.6	1.1	0.5	0.9

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NAICS Drives Your Compliance Profile

- OSHA Rates
 - **TRIR – DART – Lost Time**
- Required Safety Policies
- “Acceptable” Compliance Violations
 - **Example: An underground contractor with excavation violations doesn’t look too good!**
- Industry Benchmarks and Standards for Comparing and Contrasting Your Performance and Image
 - **ANSI, ASTM, other Consensus Standards**
 - **“Sustainable”, “Socially Responsible”, other Buzz-words**
 - **Environmental Issues are Gaining Momentum**
 - Are You a Polluter? Your Code may say that You are...

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NAICS Code = “Required” Policies

Every NAICS Code has Minimum, Predetermined Policy Requirements

237310 Highway, Street, and Bridge Construction

- Blood-borne Pathogens *Please refer to OSHA 29 CFR 1910.1030 for more information*
- Confined Space *Please refer to OSHA 29 CFR 1926 Subpart AA (1926.1201-1926.1213 for more information*
- Emergency Action Plan *Please refer to OSHA 29 CFR 1910.38 for more information*
- Fall Protection *Please refer to OSHA 29 CFR 1926.501, 1926.502 & 1926.503 for more information*
- Fire Protection/Extinguishers *Please refer to OSHA 29 CFR 1926.150 & 1910.157 for more information*
- First Aid/CPR *Please refer to OSHA 29 CFR 1926.50 & 1910.151 for more information*
- Forklift & Industrial Trucks *Please refer to OSHA 29 CFR 1910.178 for more information*
- Hand & Power Tools *Please refer to OSHA 29 CFR 1910.242 & 1926.300 for more information*
- Hazard Communication (HAZCOM) *Please refer to OSHA 29 CFR 1910.1200 for more information*
- Lockout/Tagout *Please refer to OSHA 29 CFR 1910.147 for more information*
- Noise Exposure/Hearing Conservation *Please refer to OSHA 29 CFR 1910.95 for more information*
- Personal Protective Equipment (PPE) *Please refer to OSHA 29 CFR 1910.132 for more information*
- Respiratory Protection *Please refer to OSHA 29 CFR 1910.134 for more information*

238350 Finish Carpentry Contractors

- Blood-borne Pathogens *Please refer to OSHA 29 CFR 1910.1030 for more information*
- Disciplinary Program *Owner/Client Preference*
- Emergency Action Plan *Please refer to OSHA 29 CFR 1910.38 for more information*
- First Aid/CPR *Please refer to OSHA 29 CFR 1926.50 & 1910.151 for more information*
- Hand & Power Tools *Please refer to OSHA 29 CFR 1910.242 & 1926.300 for more information*
- Hazard Communication (HAZCOM) *Please refer to OSHA 29 CFR 1910.1200 for more information*
- Ladder Safety *Please refer to OSHA 29 CFR 1926.1053 for more information*
- Personal Protective Equipment (PPE) *Please refer to OSHA 29 CFR 1910.132 for more information*
- Subcontractor Management Plan (SMP) *Owner/Client Preference*

237110 Water and Sewer Line and Related Structures Construction – Sewer & Water

- Abrasive Blasting *Please refer to OSHA 29 CFR 1926.57(f) for more information*
- Aerial Lifts *Please refer to OSHA 29 CFR 1926.453 for more information*
- Assured Equipment Grounding/GFCI *Please refer to OSHA 29 CFR 1926.404(b)(1) for more information*
- Benzene Awareness *Please refer to OSHA 29 CFR 1910.1028 for more information*
- Blood-borne Pathogens *Please refer to OSHA 29 CFR 1910.1030 for more information*
- Confined Space *Please refer to OSHA 29 CFR 1926 Subpart AA (1926.1201-1926.1213 for more information*
- Disciplinary Program *Owner/Client Preference*
- Electrical Safety *Please refer to OSHA 29 CFR 1910.332 & 1910.333 for more information*
- Emergency Action Plan *Please refer to OSHA 29 CFR 1910.38 for more information*
- Fall Protection *Please refer to OSHA 29 CFR 1926.501, 1926.502 & 1926.503 for more information*
- Fire Protection/Extinguishers *Please refer to OSHA 29 CFR 1926.150 & 1910.157 for more information*
- First Aid/CPR *Please refer to OSHA 29 CFR 1926.50 & 1910.151 for more information*
- Hand & Power Tools *Please refer to OSHA 29 CFR 1910.242 & 1926.300 for more information*
- Hazard Communication (HAZCOM) *Please refer to OSHA 29 CFR 1910.1200 for more information*
- Ladder Safety *Please refer to OSHA 29 CFR 1926.1053 for more information*
- Lead *Please refer to OSHA 29 CFR 1910.1025 & 1926.62 for more information*
- Lockout/Tagout *Please refer to OSHA 29 CFR 1910.147 for more information*
- Mobile Crane *Please refer to OSHA 29 CFR Subpart CC for more information*
- Noise Exposure/Hearing Conservation *Please refer to OSHA 29 CFR 1910.95 for more information*
- Personal Protective Equipment (PPE) *Please refer to OSHA 29 CFR 1910.132 for more information*
- Process Safety Management/Contractor Responsibilities *Please refer to OSHA 29 CFR 1910.119*
- Respiratory Protection *Please refer to OSHA 29 CFR 1910.134 for more information*
- Rigging/Material Handling *Please refer to OSHA 29 CFR 1926.251 for more information*
- Scaffolding *Please refer to OSHA 29 CFR 1926.451 for more information*
- Subcontractor Management Plan (SMP)
- Trenching/Shoring/Excavations *Please refer to OSHA 29 CFR 1926.651 for more information*
- Welding/Cutting/Hot Work *Please refer to OSHA 29 CFR 1910.252 for more information*

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Opportunities for Improvement?

- Is your NAICS Code Preventing Your from Qualifying?
- Is there a substantially similar and more “forgiving” code?

Industry ²	NAICS code ³	Total recordable cases	Cases with days away from work, job transfer, or restriction			Other recordable cases
			Total	Cases with days away from work ⁴	Cases with job transfer or restriction	
Utility system construction	2371	2.6	1.5	0.9	0.7	1.1
Water and sewer line and related structures construction	23711	4.1	2.2	1.2	1.0	1.9
Oil and gas pipeline and related structures construction	23712	0.7	0.4	0.2	0.1	0.4
Power and communication line and related structures	23713	2.8	1.9	1.1	0.8	0.9
Highway, street, and bridge construction	2373	3.5	2.3	1.4	0.9	1.2
Other heavy and civil engineering construction	2379	1.8	1.0	0.6	0.4	0.7
Specialty trade contractors	238	3.5	2.1	1.4	0.6	1.4
All other specialty trade contractors	23899	2.8	1.9	1.4	0.5	0.9

TABLE 1. Incidence rates¹ of nonfatal occupational injuries and illnesses by industry and case types, 2016

Industry ²	NAICS code ³	Total recordable cases	Cases with days away from work, job transfer, or restriction			Other recordable cases
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Specialty trade contractors	238	3.5	2.1	1.4	0.6	1.4
Building equipment contractors	2382	3.3	1.8	1.2	0.6	1.4
Electrical contractors and other wiring installation contractors	23821	2.7	1.5	1.0	0.5	1.2
Plumbing, heating, and air-conditioning contractors	23822	3.9	2.1	1.5	0.6	1.7
Other building equipment contractors	23829	2.6	1.8	1.2	0.6	0.8
Building finishing contractors	2383	3.5	2.0	1.5	0.6	1.4
All other specialty trade contractors	23899	2.8	1.9	1.4	0.5	0.9

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<https://www.naics.com/search/>

NAICS Code Description

Home • Data Appendix • Marketing Lists • Resources • Counts • Store • Company Lookup • Find Your NAICS Code

[Return to Lookup Tools](#)

[Click Here for Data Appendix & Targeted Marketing Lists](#)

238990 All Other Specialty Trade Contractors

This industry comprises establishments primarily engaged in specialized trades (except foundation, structure, and building exterior contractors; building equipment contractors; building finishing contractors; and site preparation contractors). The specialty trade work performed includes new work, additions, alterations, maintenance, and repair.

Illustrative Examples:

- Billboard erection
- Outdoor swimming pool construction
- Cleaning building interiors during and immediately after construction
- Pave, brick (e.g., driveway, patio, sidewalk), installation
- Crate rental with operator
- Paving, residential and commercial driveway and parking lot
- Sanblasting building exteriors
- Fence installation
- Scaffold erecting and dismantling
- Interlocking brick and block installation
- Steep-slope work
- Manufactured (mobile) home set up and tie-down work
- Driveway paving or sealing

Cross-References. Establishments primarily engaged in—

- Foundation, structure, and building exterior work—are classified in Industry Group 2381, Foundation, Structure, and Building Exterior Contractors.
- Installing, repairing, or maintaining building mechanical systems—are classified in Industry Group 2382, Building Equipment Contractors.
- Finishing buildings—are classified in Industry Group 2383, Building Finishing Contractors.
- Paving public highways, streets, and roads—are classified in Industry 237310, Highway, Street, and Bridge Construction.
- Construction equipment rental with an operator (except cranes) or preparing land for building construction—are classified in Industry 238910, Site Preparation Contractors.
- Construction equipment rental without an operator—are classified in U.S. Industry 532412, Construction, Mining, and Forestry Machinery and Equipment: Rental and Leasing.
- Ration testing—are classified in Industry 541300, Testing Laboratories.
- Power washing and other building exterior cleaning (except sandblasting)—are classified in Industry 551790, Other Services to Buildings and Dwellings; and
- Environmental remediation work, such as asbestos abatement—are classified in Industry 602910, Remediation Services.

2007 NAICS	2012 NAICS	2017 NAICS	Corresponding Index
238990	238990	238990	Artificial turf installation
238990	238990	238990	Asphalt coating and sealing, residential and commercial parking lot and driveway
238990	238990	238990	Asphalting, residential and commercial driveway and parking area
238990	238990	238990	Bilboard erection
238990	238990	238990	Block paving, residential and commercial driveway and parking area
238990	238990	238990	Block driveway contractors
238990	238990	238990	Block paving, residential and commercial driveway and parking area
238990	238990	238990	Chain link fence installation
238990	238990	238990	Chain link fence contractors
238990	238990	238990	Clearing one building interior immediately after construction
238990	238990	238990	Clearing one building interior immediately after construction
238990	238990	238990	Concrete patio construction
238990	238990	238990	Concrete paving, residential and commercial driveway and parking area
238990	238990	238990	Concrete paving and drilling (except demolition)
238990	238990	238990	Construction elevator (e.g., temporary use during construction) erection and dismantling
238990	238990	238990	Crate rental with operator
238990	238990	238990	Curb, concrete, residential and commercial paved area
238990	238990	238990	Curb and gutter construction, residential and commercial driveway and parking area, concrete
238990	238990	238990	Driveway paving or sealing
238990	238990	238990	Fence installation (except electronic containment fencing for pet)
238990	238990	238990	Fencing contractors (except electronic containment fencing for pet)
238990	238990	238990	Flagpole installation
238990	238990	238990	House moving (e.g., raising from one site, moving, and placing on a new foundation)
238990	238990	238990	Interlocking brick and block installation
238990	238990	238990	Mail box work, curbside, multiple box type, residential
238990	238990	238990	Manufactured mobile home set up and tie-down work
238990	238990	238990	Parking lot paving and sealing
238990	238990	238990	Patio construction
238990	238990	238990	Pave, brick (e.g., driveway, patio, sidewalk), installation
238990	238990	238990	Paving, residential and commercial driveway and parking lot
238990	238990	238990	Prepainted equipment installation
238990	238990	238990	Put up, industrial structure
238990	238990	238990	Put up, industrial structure
238990	238990	238990	Position digging
238990	238990	238990	Radio-gate antenna contractors
238990	238990	238990	Railcar gate, erection and dismantling at construction site
238990	238990	238990	Sanblasting, building exterior
238990	238990	238990	Scuffing, building exterior
238990	238990	238990	Shoring construction
238990	238990	238990	Staircase construction, residential and commercial
238990	238990	238990	Sign erection on highways, streets, bridges and tunnels; erection
238990	238990	238990	Sign, building, erection
238990	238990	238990	Staircase erection
238990	238990	238990	Steep-slope work
238990	238990	238990	Street, interlocking brick (e.g., not resurfaced), installation
238990	238990	238990	Swimming pool screen enclosure construction
238990	238990	238990	Swimming pool enclosure, construction
238990	238990	238990	Tank lining contractors
238990	238990	238990	Turf, artificial, installation
238990	238990	238990	Underpinning construction

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Good vs. Bad Contractor



Who is Better?

Contractor A

- **3 Lost Time Injuries**

Contractor B

- **1 Lost Time Injury**

How are You Penalized?

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Now Who is Better?

Contractor A

- **1st Lost Time Injury – 2 days lost time**
- **2nd Lost Time Injury – 1 days lost time**
- **3rd Lost Time Injury – 3 days lost time**
 - Minor Events Controlled with Effective Injury Mgt. Strategy
 - Followed all “Rules” for Reporting and Recording an Injury

Contractor B

- **Lost Time Injury – 180 days lost time**
 - Significant, Severe Life Changing Injury
 - Couldn't Hide this One

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Identifying “Safe” Contractors

Can Contractor Safety Performance Be Manufactured, Manipulated or Hidden?

- **EMR**
- **OSHA 300 Logs**
- **OSHA DART Rate**
- **OSHA Lost Time Rate**
- **OSHA Total Recordable Incident Rate (TRIR)**
- **Vehicle Accidents**
- **Training Records**
- **Written Safety Programs**

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EMR "Management"

- No Indemnity = No EMR Impact
 - **Wage Continuation**
 - **Direct Expensing**
 - **Expanded Job Descriptions**
 - No Restrictions
 - **Creative Return-to-Work Programs**
- Reclassify Payroll / Class Codes and Recalculate EMR for Previous Years
- NAICS code Change

The EMR Calculation

Actual Losses
(your losses)
to
Expected Losses
(NCCI projected losses)

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"How" is Your EMR Calculated?

- When was the Last time You Performed an EMR Analysis?
 - **What is Driving Your Rate?**
 - **Which Injuries are Impacting Your Score?**
 - **How long until certain Injuries "Drop Off" ?**
- What is the Lowest Possible EMR for Your Company?
- How Much can Your EMR Improve?
 - **Difference btw. Lowest Possible EMR & Your Current Score?**

Mod Analysis for: Ceres Environmental

Loss Detail by Claimant Name

This report enables you to identify, at both aggregate and specific levels, how the indicated claimants are impacting your mod. Claimant names with the highest total impact on the mod are shown first. For each claimant name, if multiple losses occurred, losses appear in descending order according to the impact each has on the mod.

State	Injury Date	Claim Number	Incurred Loss	Limited/Adjusted Loss	Impact on Mod
Claimant Name: Rendall Rounds					
LA	8/18/2015	2230349312	\$253,538	\$253,538	0.1161
Subtotals			\$253,538	\$253,538	0.1161
Number of Issues: 1					
Claimant Name: Mitchell Nelson					
LA	8/18/2015	2230348822	\$222,004	\$222,004	0.1041
Subtotals			\$222,004	\$222,004	0.1041
Number of Issues: 1					
Claimant Name: Jose Juarez					
TX	8/18/2015	22190053849	\$202,814	\$202,814	0.0968
Subtotals			\$202,814	\$202,814	0.0968
Number of Issues: 1					
Claimant Name: Treven Dane					
LA	8/18/2015	2230360488	\$113,011	\$113,011	0.0827
Subtotals			\$113,011	\$113,011	0.0827
Number of Issues: 1					
Claimant Name: Audrey Washington					
LA	8/18/2014	2230350882	\$95,613	\$95,613	0.0561
Subtotals			\$95,613	\$95,613	0.0561
Number of Issues: 1					
Claimant Name: [none]					
TX	8/18/2016	GC088644	\$20,438	\$20,438	0.0276
MN	8/18/2015	2240295419	\$11,962	\$11,962	0.0190
TX	8/18/2016	No. 8	\$7,260	\$2,178	0.0035
LA	8/18/2016	GC089297	\$3,449	\$1,035	0.0017
TX	8/18/2016	GC093758	\$2,884	\$865	0.0014
TX	8/18/2015	No. 4	\$1,540	\$462	0.0008

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ModAnalysis® Mod Analysis brought to you by Cobb Streeker Dunphy & Zimmerman (Minneapolis) Page 1



OSHA Log “Management”

- “Means to an End”Self Reporting
 - **Choose Not to Record, Dispose of Records**
- Clever Recording Schemes
 - **Direct Expensing**
 - Injury Never Happened
 - **Expanded Job Descriptions**
 - No Restrictions, Medical Only
 - **Wage Continuation**
 - No Lost Time, Medical Only
- Redefine/Reclassify Previous Recorded Injuries
 - **Annual Activity for Some Companies**
- Change NAICS code to a more “Forgiving” Industry Code

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2016 OSHA Log

(A) Case No.	(C) Job Title (e.g., Welder)	(D) Date of injury or onset of illness (mo./day)	(F) Describe injury or illness, parts of body affected, and object/substance that directly injured or made person ill (e.g. Second degree burns on right forearm from acetylene torch)	CHECK ONLY ONE box for each case based on the most serious outcome for that case:				Enter the number of days the injured or ill worker was:	
				Death	Days away from work	Remained at work		Away From Work (days)	On job transfer or restriction (days)
						Job transfer or restriction	Other recordable cases		
(G)	(H)	(I)	(J)	(K)	(L)				
1	Foreman	1/5/2014	Eye Injury				X		
2	Mechanic	1/20/2014	Crushed Finger			X			2
3	Laborer	2/15/2014	Shoulder / Neck Strain		X			3	
4	Operator	4/14/2014	Ankle Strain/Sprain			X			4
5	Operator	4/20/2014	Laceration to Hand				X		
6	Laborer	5/1/2014	Back Strain		X			5	3
7	Driver	5/26/2014	Broken Leg		X			30	
8	Operator	6/30/2014	Eye Injury				X		
9	Laborer	7/14/2014	Laceration to Hand				X		
10	Foreman	7/20/2014	Ankle Strain/Sprain			X			3
11	Laborer	8/6/2014	Elbow Strain/Sprain		X			4	2
12	Operator	9/1/2014	Shoulder / Neck Strain		X			3	
13	Laborer	9/18/2014	Laceration to Hand				X		
14	Laborer	10/1/2014	Eye Injury				X		
Page totals				0	5	3	6	45	14

2017's Goal: Reduce Lost Time Injuries by 50%

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Let's Celebrate! – No Lost Time in 2017

OSHA's Form 300 (Rev. 01/2004)
Log of Work-Related Injuries and Illnesses

Note: You can type input into this form and save it. Enter the form in the corresponding columns in the "Work-Related Injury or Illness" documents, you can type into the input form fields and then save your injury using the File button PDF, Save, in addition, the forms are programmed to auto-calculate as appropriate.

Attention: This form contains information relating to employee health and must be used in a manner that protects the confidentiality of employees to the extent possible while the information is being used for occupational safety and health purposes.

Year 20 **2017**

U.S. Department of Labor
 Occupational Safety and Health Administration
 Form approved OSHA no. 3010-070

Identify the person		Describe the case			Classify the case		Severity of case		Days away from work		Lost workdays or job transfer days								
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)	(L)	(M)	(N)	(O)	(P)	(Q)	(R)	(S)	
Case no.	Employee's name	Job title (i.e., Worker)	Street address (i.e., Locality and street name)	City	State	Zip	Work activity (i.e., Job description)	Body part (i.e., Part of body affected)	Illness or injury (i.e., Description of injury or illness)	Days away from work	Job transfer or restriction	Days away from work	Job transfer or restriction	Days away from work	Job transfer or restriction	Days away from work	Job transfer or restriction	Days away from work	
1		Civil Ops	2 / 4	Shop, MN					Left shoulder/rotator cuff										
2		Tower	2 / 8	Site, WI					Left knee pain										
3		Tower	4 / 13	Site, MN					Left elbow/tendonitis										
4		Tower	4 / 13	Site, WI					Right index finger laceration										
5		O&M	9 / 13	Site, WI					Lower left back muscle pull										
6		Tower	12 / 6	Site, ND					Frostbite left pinky finger										
7		MGT/Safety	12 / 6	Site, WI					Left knee torn meniscus disk										
8		Civil	12 / 19	Site, SD					Lower back muscle pull										
9		Tech Serv	12 / 19	Site, SD					Left hip flexor pull										
10		Tech Serv	12 / 20	Site, SD					Auto - head, neck, shoulder, pain										

Page totals: 0 0 7 3 409 7 0 0 0 0 3

Buttons: Save Input, Add a Form Page

7 significant tick-marks

Substance behind the tick-marks

Really – Does this really justify a celebration?

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Hmmmm.....Really?

I Wonder if Claim Data matches the OSHA Logs?

100 million manhours without a lost time incident

Celebrating 10 million man hours without a lost time injury



5,000,000 Safe Man Hours Without LTI

1 MILLION Safe Hours Worked Without Lost Time

CELEBRATING ANOTHER MILESTONE!

4 Million Man Hours Worked, With ZERO Lost Time Injuries.



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“Reporting” Vehicle Accidents

- 3-year Progress in Accident Reduction
- All Vehicle Accidents – DOT & Non-DOT Vehicles
 - **Reported All Accidents with “Auto Claims”**
 - Way too many accidents for our clients!
 - Direct Expensing of Vehicle Losses = Reduce No. of Claims
 - **Continued to Report All Accidents with “Auto Claims”**
 - Still too many...
 - Redefine our Company’s Definition of an Accident
 - **1 Person in a Vehicle Hitting/Colliding another Vehicle With at Least 1 Person in it at the Time of the Impact**
 - **Accident ≠ Light Pole, Jersey Barrier, Parked Car, Property Damage, etc**
 - Still too many...
 - Only Use Only DOT Definition of Accident
 - **Tow Away – Hospitalization – Fatality**
 - Ahhh, just right!

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Auto/Fleet “Management”

Are you really getting better?

2016 - \$192,800 in auto damage claims

11 – Insurance claims

7 – Direct expense/No insurance \$13,685

2017 - \$23,900 in auto damage claims

6 - Insurance claims

22 – Direct expense/No insurance \$321,972

This is Just Funny Math!

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Training Records.....the Prequal Push

WHAT....We Need to Submit Training Records?!?!?

Quick.....Everyone Sign These!!

Quick Fix: one generic "roster" of names and signatures attached to the back of fabricated training agendas.



Note: CSDZ *is not* advocating this strategy.



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Written Programs

Policies
Procedures
Forms
Checklists
Processes





Notice:

Your Programs are No Longer Written Solely for the Benefit of Your Company or Your Operations.



NAICS Code = "Required" Policies

Every NAICS Code has Minimum, Predetermined Policy Requirements

237310 Highway, Street, and Bridge Construction

- Blood-borne Pathogens *Please refer to OSHA 29 CFR 1910.1030 for more information*
- Confined Space *Please refer to OSHA 29 CFR 1926 Subpart AA (1926.1201-1926.1213 for more information*
- Emergency Action Plan *Please refer to OSHA 29 CFR 1910.38 for more information*
- Fall Protection *Please refer to OSHA 29 CFR 1926.501, 1926.502 & 1926.503 for more information*
- Fire Protection/Extinguishers *Please refer to OSHA 29 CFR 1926.150 & 1910.157 for more information*
- First Aid/CPR *Please refer to OSHA 29 CFR 1926.50 & 1910.151 for more information*
- Forklift & Industrial Trucks *Please refer to OSHA 29 CFR 1910.178 for more information*
- Hand & Power Tools *Please refer to OSHA 29 CFR 1910.242 & 1926.300 for more information*
- Hazard Communication (HAZCOM) *Please refer to OSHA 29 CFR 1910.1200 for more information*
- Lockout/Tagout *Please refer to OSHA 29 CFR 1910.147 for more information*
- Noise Exposure/Hearing Conservation *Please refer to OSHA 29 CFR 1910.95 for more information*
- Personal Protective Equipment (PPE) *Please refer to OSHA 29 CFR 1910.132 for more information*
- Respiratory Protection *Please refer to OSHA 29 CFR 1910.134 for more information*

238350 Finish Carpentry Contractors

- Blood-borne Pathogens *Please refer to OSHA 29 CFR 1910.1030 for more information*
- Disciplinary Program *Owner/Client Preference*
- Emergency Action Plan *Please refer to OSHA 29 CFR 1910.38 for more information*
- First Aid/CPR *Please refer to OSHA 29 CFR 1926.50 & 1910.151 for more information*
- Hand & Power Tools *Please refer to OSHA 29 CFR 1910.242 & 1926.300 for more information*
- Hazard Communication (HAZCOM) *Please refer to OSHA 29 CFR 1910.1200 for more information*
- Ladder Safety *Please refer to OSHA 29 CFR 1926.1053 for more information*
- Personal Protective Equipment (PPE) *Please refer to OSHA 29 CFR 1910.132 for more information*
- Subcontractor Management Plan (SMP) *Owner/Client Preference*

237110 Water and Sewer Line and Related Structures Construction - Sewer & Water

- Abrasive Blasting *Please refer to OSHA 29 CFR 1926.57(f) for more information*
- Aerial Lifts *Please refer to OSHA 29 CFR 1926.453 for more information*
- Assured Equipment Grounding/GFCI *Please refer to OSHA 29 CFR 1926.404(b)(1) for more information*
- Benzene Awareness *Please refer to OSHA 29 CFR 1910.1028 for more information*
- Blood-borne Pathogens *Please refer to OSHA 29 CFR 1910.1030 for more information*
- Confined Space *Please refer to OSHA 29 CFR 1926 Subpart AA (1926.1201-1926.1213 for more information*
- Disciplinary Program *Owner/Client Preference*
- Electrical Safety *Please refer to OSHA 29 CFR 1910.332 & 1910.333 for more information*
- Emergency Action Plan *Please refer to OSHA 29 CFR 1910.38 for more information*
- Fall Protection *Please refer to OSHA 29 CFR 1926.501, 1926.502 & 1926.503 for more information*
- Fire Protection/Extinguishers *Please refer to OSHA 29 CFR 1926.150 & 1910.157 for more information*
- First Aid/CPR *Please refer to OSHA 29 CFR 1926.50 & 1910.151 for more information*
- Hand & Power Tools *Please refer to OSHA 29 CFR 1910.242 & 1926.300 for more information*
- Hazard Communication (HAZCOM) *Please refer to OSHA 29 CFR 1910.1200 for more information*
- Ladder Safety *Please refer to OSHA 29 CFR 1926.1053 for more information*
- Lead *Please refer to OSHA 29 CFR 1910.1025 & 1926.62 for more information*
- Lockout/Tagout *Please refer to OSHA 29 CFR 1910.147 for more information*
- Mobile Crane *Please refer to OSHA 29 CFR Subpart CC for more information*
- Noise Exposure/Hearing Conservation *Please refer to OSHA 29 CFR 1910.95 for more information*
- Personal Protective Equipment (PPE) *Please refer to OSHA 29 CFR 1910.132 for more information*
- Process Safety Management/Contractor Responsibilities *Please refer to OSHA 29 CFR 1910.119*
- Respiratory Protection *Please refer to OSHA 29 CFR 1910.134 for more information*
- Rigging Material Handling *Please refer to OSHA 29 CFR 1926.251 for more information*
- Scaffolding *Please refer to OSHA 29 CFR 1926.451 for more information*
- Subcontractor Management Plan (SMP)
- Trenching/Shoring/Excavations *Please refer to OSHA 29 CFR 1926.651 for more information*
- Welding/Cutting/Hot Work *Please refer to OSHA 29 CFR 1910.252 for more information*



Client-specific or Webportal Requests?

Safe Work Plan Outline

The information below is intended to outline the minimum requirements for content and structure for the Contractor Safe Work Plan:

1. Introduction
2. Project Overview
3. Change Management
4. Contractor(s) Safety Policy
5. Project Safety Objectives
 - a. Measurable Performance Goal(s) to utilize throughout the lifecycle of the project developed by the contractor e.g. number of safety meetings, number of safety inspections, etc.
 - b. Shall include/align with Enbridge project objectives
6. Safety Structure and Responsibilities
 - a. Organizational Chart
 - b. Roles and Responsibilities for contractor and sub-contractor personnel
 - c. * Leadership Engagement e.g. regularly visiting workites, documented safety inspections, etc.
7. Guiding Documents and applicable Health and Safety Regulation(s)/Code(s)
 - a. List of applicable documents and regulation(s)/code(s) pertaining to safety and health to be utilized while on the project
8. Safety Training and Orientation
 - a. Training requirements e.g. ground disturbance, H2S, Fall Protection, Defensive Driving, etc.
 - b. Orientation content
 - i. Content of the orientation to include the site specific orientation content
9. Safety Communication
 - a. When and how safety will be communicated on the project
10. Safety Documentation and Records
 - a. Type of documentation e.g. orientations, job hazard analysis, equipment inspections, etc.
 - b. Availability
 - c. Location
11. Subcontractor Management
 - a. Scope
 - b. Responsibility
 - c. Qualification/Selection
12. Short-Service Employee Program
 - a. Scope
 - b. Responsibility
 - c. Process/Procedure

Safe Work Plan Outline

13. Incentive/Recognition Program
 - a. Scope
 - b. Responsibility
 - c. Process/Procedure
 - d. Involvement
14. Inspections
 - a. Description/Scope
 - b. Responsibility
 - c. Frequency
 - d. Follow-Up/Action Item
15. Personal Protective Equipment
 - a. Scope
 - b. Definition
 - c. Responsibilities
 - d. Selection
16. Incident Management
 - a. Scope
 - b. Definitions
 - c. Responsibilities
 - d. Reporting Requirements
 - e. Incident Review Meetings
 - f. * Should incorporate into the Emergency Response Plan
17. Emergency Response Plan
 - a. * This plan should be a stand-alone document to provide within the project
 - b. Scope
 - c. Responsibility
 - d. Training
 - e. Communication
 - f. Medical Emergency Procedure
 - g. Fire/Explosion
 - h. Collision
 - i. Unusual Occurrences (Weather, Flood, etc.)
 - j. Reporting
 - k. First Aid/Medical Service
 - l. On-site medical personnel utilization
18. Security Management Plan
 - a. Scope
 - b. Responsibility
 - c. Resources
 - d. Procedures
 - i. Response

19. Vehicle and Equipment

- a. General rules e.g. hazard zone around equipment, inspections, etc.

20. Hazardous Materials

- a. Scope
- b. Responsibility
- c. Resources
- d. Procedures
- e. Documentation

21. Hazard Assessment

- a. Scope e.g. when the hazard assessments are completed, utilized
- b. Responsibilities
- c. Reporting
- d. Minimal assessments to complete prior to work activities

i. Backfill

ii. Bending and Set-Up

iii. Building Construction

iv. Clean-Up

v. Clearing

vi. Coating/Set-Up

vii. Ditching

viii. End Preparation

ix. Equipment Movement

x. Low-Bow

22. Specific Plans

- a. Extended Hours
- b. Fatigue Management
- c. Fire Prevention
- d. Foreign Utility/Pipeline Crossing
- e. Hydro-Vac
- f. Induced Voltage
- g. Lowering-In
- h. Night Shift Work
- i. Preventative Maintenance
- j. Project Hazard Assessment
- k. Severe Weather/Unusual Occurrences
- l. Steep Slope/Grade
- m. Traffic Control
- n. Winter Work
- o. Working Alone
- p. Working in the Dark



Engage & Ask Specific Questions

- Webportal Reps
 - Provide **specific examples or guidance?**
 - Define **wacky phrases and befuddling terminologies?**

General – Health and Safety Policy, Structure and Responsibility:

35 Does your company have a Case Management policy or procedure used to assist in classifying injuries or illnesses and returning workers to work duties as soon as possible while considering the nature of the injury or illness and their abilities to perform work?

- Clients
 - **What do clients expect to see in the field?**
 - How does _____ make us better, more productive, more safe?
 - **Ask about weird requests**
 - Are all requested program/plans something they are requesting?
 - Define all “known” elements & Forecast how to exceed expectations
 - Any examples or guidance for “new” programs?



Answering Questions to “Look Good”?

- Is it good/bad or right/wrong to say “YES” to program elements or initiatives that do not exist.....yet?
 - **Processes, Inspections, Procedures, Meetings, Trainings**
 - **Enormous Alphabetical List of Programs**
 - Do you have “it” or not?
 - **QA/QC Programs**
 - **High Level (Non-sense) Safety Theories**
 - Behavior-based safety systems
 - Zero injury programs
- Does saying “YES” make you more qualified to execute the contract expectations?
 - **Ask your Client**
 - **Ask Webportal Reps**

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QUESTION:

What if some “required” programs truly do not apply to my scope of work?

ANSWER:

Apply for an exemption. Typically, this involves submitting a formal, written statement specifically detailing why a certain policy is not necessary.

#1 Benzene Awareness

(INSERT COMPANY NAME) does not:

1. Employ people who, because of their occupation, become frequently or routinely exposed to benzene at or above the PEL.
2. Perform operations or participate in a scope of work with benzene exposure.
3. Handle, transport or store benzene for any purpose.

While benzene is an additive in fuel (1 – 2% of content), it evaporates and dissipates at an extremely rapid pace in a liquid state. All refueling operations are performed outside of a building or enclosure to prevent any build up of hazardous and harmful vapors.}

(INSERT COMPANY NAME) standard practice is only to service vehicles and equipment in well-ventilated areas or in facilities that offer forced air ventilation systems or vacuum-systems to remove the exhaust and effectively reduce employee exposure.



Problem:

Your Safety Professional or Admin Staff may be Preventing Your Company from Working because of a “Safety” related item.

Will Your Owners Agree to Simply Give Up on Trying to Bid for a Client Using Prequal Safety because You Don't have the Right Written Program?

Will You Do “Whatever it Takes” to Qualify Your Company?



Written Programs... *the Prequal Push*

- Should Ethics Matter.....Why?
 - *I Need this to Bid!!!*
- What Promises are You Making?
- Are those really Your Safety Policies?
 - **Not Written for You or Current Resource Capabilities**
- Paying to get through Prequal Safety Process?
 - **Willing to Do Whatever it Takes to get a “Green” light or “A” Status?**
- Having It vs. Doing It?
 - **Do You Need the “Paper” to Secure the Job and Get Your Crews Working?**
 - **After Your get the Job: Info Making it to the Field? Are Expectations being Executed?**
 - **Crews Receiving All Necessary Resources to be Successful? Aware of Expectations?**
 - **Verifying Conformance to All Policies in the Field?**
- Is Anyone Hiding Anything or being a bit “Reckless with the Truth” ?

You Need “IT” to Qualify.....So What are You going to Do?



If You Can't Get Out of It, Write Your Programs with Operation's Focus & Input

Site Safety, Health, and Environmental Plan (SSHEP) Procedure

1. Purpose

The Site Safety, Health and Environmental Plan (SSHEP) is a planning tool completed and submitted electronically by the contractor for review by the Person Responsible for Contracted Work (PRCW) and Health, Safety, Security, and Environment (HSSE) as an efficient means to assess whether contractors are aligned with the project work plan and prepared to conduct work in compliance with BP USPL HSSE Policies and Procedures.

Common deficiencies that prevent contractors from proceeding with work are:

- Non-compliance with USPL HSSE Policies or Procedures because the contractor is not familiar with them or understands when they apply to the work they perform.
- Contractor assigns persons to work crew that do not have the right competencies for the work they will perform.
- Use of a subcontracted company or trades person that has not been pre-approved for work to be performed.
- Failure to produce Safety Data Sheets for chemicals used in their work.

2. Scope

This procedure applies to all contractors performing field work including field maintenance, operations and construction performed on BP US Pipeline and Logistics (USPL) assets and facilities and at a non USPL-controlled premise when commissioned and/or managed by USPL as may be the case in third party terminals, refineries, tank farms or green fields. Excluded from the scope of this procedure are contractors with little or no field exposure such as:

- consultants who perform their services in an office,
- administrative office support personnel,
- contractors providing minor facility services (e.g., repairing a clogged sink, painting an office),
- consultants or contractors conducting a site visit for purpose of performing a survey, participating in a meeting, or attending a pre-bid job walk, and
- contractors that represent BP USPL in field work and are directly supervised by BP personnel (e.g. Job Inspector, Construction Manager, or Asset Operator Designee).

The following policies are applicable to or are referenced in this procedure:

Contractor Management Policy	R&M Projects common process
Control of Work Policy	Work Management Policy
USPL Engineered Modification Small Projects Policy	Operator Qualification web site

Clearly Define Expectations & All Necessary Resources for Success.

3. Minimum Requirements

	Minimum Requirements	Supporting Documentation
1.	The SSHEP shall be submitted in the Contractor's bid package or, if work is not subject to a bid process, the work shall not be awarded until the SSHEP has been received, reviewed and accepted.	Section 6.1
2.	The PRCW shall be responsible for receiving the SSHEP and any supporting documentation. It shall be reviewed by the PRCW for completeness and accuracy of content, followed by an HSSE review. Both the PRCW and HSSE reviewer(s) shall agree to accept the SSHEP submitted before work is allowed to proceed. Accepted SSHEPs require the PRCW and HSSE reviewer's signature and date on the bottom of the SSHEP form.	Section 6.1
3.	Primary contractors shall verify their subcontracted companies meet BP USPL contractor selection requirements and provide documentation of their performance with the SSHEP to the PRCW for review, verification, or PUL/EPIC Manager approval if required.	Section 6.1
4.	The Contractor shall include in the SSHEP, contact information for persons within their company required to initiate the incident notification procedure and provide injury case management if needed.	Section 6.2
5.	The Contractor shall include in the SSHEP, a Detailed Job Plan that adequately describes tasks and major equipment needed to complete work, anticipated USPL work permits, and any applicable licenses, certificates, or DOT Operator Qualifications for contractor employees assigned to the task.	Section 6.2
6.	The Primary Contractor shall identify subcontractors in their SSHEP or indicate that the subcontractor will submit their own SSHEP. If the subcontractor is included in the Primary Contractor's SSHEP, then the document shall also describe work the subcontractor will perform.	Section 6.2
7.	The Primary Contractor shall identify in the SSHEP chemicals that will be brought onsite, their quantity and any special handling requirements. Safety Data Sheets shall be made available at a designated location at the work site.	Section 6.2
8.	If requested by the PRCW or HSSE, the Primary Contractor and subcontractors (if applicable) shall provide to USPL, copies of any Job Hazard Analysis prepared by the contracting company for the work scope.	Section 6.2
9.	The Primary Contractor shall immediately notify the PRCW in the event that the scope of work changes or a new subcontractor will be added after work begins. The PRCW will contact HSSE to review the proposed change(s) and determine whether additional measures are warranted. Agreed changes shall be communicated through electronic transmittals of the SSHEP. Newly added subcontracted companies shall not be allowed to initiate work until the documentation supporting their health, safety, and environmental performance is provided, reviewed and approved.	Section 6.2

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Preventing False Promises

- Consider a disclaimer on all policies.
 - **Disclaimer:** *This written program was developed and submitted as part of a web-based contractor prequalification process and may not represent company policy and/or procedures at our work location, which is the purpose our site specific safety plans. For questions regarding company policy or project means and methods, please contact our Safety Director at XXX-XXX-XXXX.*
- Keep your policies substantially the same and insert a section that contains the "necessary" language to qualify.
 - Can be a section at the end of your policy with a heading such as:
 - *Client Prequalification Webportal Requested Information on _____*
 - *Information Submitted by Request for Prequalification Webportal Purposes Only*
- Use your client relationship to help challenge and potentially override some of the wacky Prequal requests.
 - *How does _____ make us better and your project more successful?*
 - *What is the purpose of _____? Why is it necessary for this scope of work?*

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Purchase or Copy a “Template”

- Purchasing written safety programs or simply copy and pasting another’s information and submitting it as your own can create additional liability.
 - **Making promises in writing that you may not be aware of.**
 - **Assigning responsibility to individuals in your company that have no idea about specific expectations and the execution.**
 - **Information submitted to a client may not represent actual practices and conditions in your field operations.**
 - May be discovered by field safety reps reviewing your submitted info.
 - **Submitted information may be used against your company following an incident or loss.**
 - It’s in writing and you did not perform according to your submitted policy.
 - **Increases liability and/or culpability, may include negligence.**

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Compliance Violations

DOT

OSHA

EPA / Environmental

Other Regulatory Agencies





Proactively Engage Solutions

1. You look bad.
2. You cannot make these “go away”.

Do Not Wait to be Discovered!

- Create a formal, written strategy for each violation (e.g. OSHA) or group of violations (e.g. CSA scores) that outlines:
 - **The cause of the problem.**
 - **How you corrected the problem.**
 - **What you have done and will continue to do to prevent the problem from ever happening again.**
 - Define expectations in observable actions and measurable outcome
- Request a meeting to review the info with your client.
 - **Goal is to achieve an “Override” on any disqualifying event.**

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Certificates of Insurance

Setting Up an Efficient and Effective Process to
Manage Your Information





Create Efficiency, Build Success

- Common problem that creates unnecessary confusion and preventable delays is:
 - **Hastily submitting “Existing” Certificates of Insurance before Evaluating Prequal Insurance Requirements.**
 - Just because “it’s worked before” does not mean it will pass now.
- Limits, required coverage, additional insured, indemnification, waiver of subrogation and more can unexpectedly change without notice in the Webportal Prequal process.
 - **Remember that Prequal Safety creates a Communication Barrier btw. You and Your Clients.**
 - **Webportals “Act” on Behalf of their Clients.**
 - Clients may be unaware of certain changes or requests.

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Request Insurance Requirements



Contractor Qualification Checklist – High Risk with 2 or More Employees

Required Documents

- Copies of Liability Insurance Certificates (see insurance requirements below)
- Copies of OSHA 300A Summary Logs for the past three (3) years (if Company size is 10 or more employees)
- Accident History for the past three (3) years (if Company size is less than 10 employees)
- Copy of EMR (Experience Modification Rate) Document for the most recent year
- Copy of Company Health & Safety Program
- Contractor Handbook must be signed

Audits

Your company Health & Safety Program will be audited against the OSHA Standard based on the type of work your company performs. BROWZ will identify any deficiencies and communicate those back to you so your company can address the deficiencies.

Insurance Requirements

Policy Type	Limit Type	Insurance Limits	Additional Insured	Waiver of Subrogation
Commercial General Liability	Each Occurrence	\$5,000,000	Yes	Yes
Automobile Liability	Combined Single	\$1,000,000	Yes	Yes
Workers Compensation/ Employers Liability	Statutory Each Accident	Statutory \$1,000,000	No	Yes
Excess/Umbrella Liability	Each Occurrence or Aggregate	Can supplement GL, AL, WC, Prof Liab	If used to supplement	If used to supplement
Professional Liability (If Required)	Each Occurrence	\$2,000,000	Yes (if applicable)	Yes (if applicable)
Additional Insured Language:	its parent and subsidiary companies must be listed as additional insured on all liability policies.			
Waiver of Subrogation Language:	its parent and subsidiary companies must be granted a Waiver of Subrogation on all policies.			

Are You Aware of the Additional Language, Limit Types and Amounts that May be Necessary to Qualify?

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Broker/Agent

Collect. Verify. Connect.
isnetwork.com


Does your Agent have permission to help you?

- **Certificates**
- **Approvals Process**
- **Q&A on your Behalf**

ISNetwork Insurance Agent/Broker Tool - Frequently Asked Questions

- 1. What is the Insurance Agent/Broker Tool?**
The Agent/Broker Tool is functionality that allows contractor/suppliers to grant their Insurance Agent/Broker the ability to submit certificates of insurance in ISNetwork on their behalf. This value-added tool is permission based and is available at no cost to ISNetwork contractor/suppliers or their Agent/Brokers. The purpose of this functionality is to further streamline the contractor/supplier insurance submittal process.
- 2. What is the process involved to utilize this tool?**
First, the Agent/Broker would need to register in ISNetwork. (See Questions 3 and 4 below for registration details). ISN will then evaluate and grant the Agent/Broker access to the ISNetwork system. Next, the contractor/supplier can provide permission (see Question 6 below) to the registered Agent/Broker, allowing them to submit a certificate of insurance on their behalf.
- 3. How do Contractor/Suppliers know if their Agent/Broker is registered?**
To see a full listing of Agents/Brokers already registered in ISNetwork, click on the following link: <http://www.isnetwork.com/HomePage/DataProviderList.aspx>.
- 4. How can Agent/Brokers become registered in ISNetwork?**
If the contractor/suppliers' Agent/Broker is not currently registered, they can get more information and register by clicking on the following link:
<http://www.isnetwork.com/homePage/BrokerSignUp.aspx>

There is no fee for registration.

What are the benefits to Contractor/Suppliers?
The tool streamlines the submittal of certificates of insurance. Agents/Brokers will be able to view all of the insurance requirements for a contractor/suppliers' Owner Clients, as well as the results of previous insurance certificate reviews. In addition, if an updated insurance certificate is required, Agent/Brokers will have the capability to directly submit the certificate on the contractor's behalf.

How do Contractor/Suppliers give their Agent/Broker permission?
To grant access to a registered Agent/Broker, please take the following steps (note: you must have Admin or Insurance Data Provider – Edit Access permission in ISNetwork):

1. Login to ISNetwork (www.isnetwork.com)
2. Click on Document Center
3. Click on Insurance
4. Click on Agent/Broker Access
5. Click on Grant New Permission or click the pencil icon to update a permission
6. Follow the steps provided



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Risk & Safety Strategies

JAN 2016

JAN 2016


Uploading Insurance (COI) into PreQual Webportals

BROWZ

Adding Insurance Agent

1. Select MY ACCOUNT
2. Select COMPLIANCE INTERVIEW
3. From the left column on the screen, select USER/CONTACTS LIST
4. Select ADD
5. Complete New User / Contact Info:

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Common Pitfalls & Solutions when Submitting Information Online





Create Efficiency in Your Process

- Verify your web browser is compatible with the Webportal and all applications.
 - **Ask Prequal Reps what is Necessary.**
- Are your documents/records ready for upload or in a pile?
 - **Correct File Types?**
- Some Webportals “Time Out” and shut down after X-number of minutes...do you know how many?
 - **All Unsaved Info will be Lost!**
- Written program exact wording and page numbers.
 - **You Cannot Escape the “Copy & Paste” for Exact Wording.**
 - Algorithms search for specific wording. No one actually reads all of your documents!
 - **Suggestion: Break Massive Manuals into Individual, Stand-alone Programs and Enter Total Number of Pages for each Program**
 - **If You cannot Breakup the Massive Manual, Enter the Number of Pages for Each “Chapter” to Save Time.**

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What can I Do if I Do Not Initially Meet the Qualification Requirements?

Red

Grade = F

Non-Compliant

Do Not Use

Unsafe





Missing Written Programs – Fail

Fire Prevention/Protection (OSHA 1926.150 & 1926.151)	*NO*	*NO*	No Policy Found
First Aid/Medical (OSHA 1926.50)	Yes	Yes	
Forklift Operations (OSHA 1910.178)	*NO*	*NO*	No Policy Found
General Company Policies	Yes	*NO*	Procedures Missing from Policy
General Health & Safety Provisions	Yes	*NO*	Procedures Missing from Policy
Hazard Communication (OSHA 1910.1200)	*NO*	*NO*	No Policy Found
Housekeeping (OSHA 1926.25)	*NO*	*NO*	No Policy Found
Ladder Safety (OSHA 1926.1053)	Yes	Yes	
Lockout/Tagout (OSHA 1910.147)	Yes	Yes	
Material Storage and Handling (OSHA 1926.250)	*NO*	*NO*	No Policy Found
Occupational Noise (OSHA 1926.52)	Yes	Yes	
Operator Training/Qualification Process (OSHA 1926.20(b)(4))	*NO*	*NO*	No Policy Found
Personal Protective Equipment Policy (OSHA 1910.132, 1926.95, 1926.100, 1926.101 & 1926.102)	Yes	*NO*	Procedures Missing from Policy
Power Tool Safety (OSHA 1926.302)	Yes	Yes	
Sanitation (OSHA 1926.51)	*NO*	*NO*	No Policy Found
Signs/Signals/Barricades (OSHA 1926.200)	*NO*	*NO*	No Policy Found
Silica (OSHA 1926.55)	*NO*	*NO*	No Policy Found
Traffic Control/Flagger Training (OSHA 1926.201)	*NO*	*NO*	No Policy Found
Trenching/Shoring/Excavation (OSHA 1926 Subpart P)	Yes	Yes	
Welding/Cutting/Hotwork (OSHA 1926 Subpart J)	*NO*	*NO*	No Policy Found
Work Near Overhead Lines (OSHA 1926.1407-1411)	Yes	Yes	
Working Over/Near Water (OSHA 1926.106)	*NO*	*NO*	No Policy Found

Possible Solutions:

- Apply for exemption.
- Perform a copy and paste strategy from existing "Templates".
- Purchase missing programs.

Required Programs	Program Present	Meets Requirements	Auditor Comments
Aerial Lifts (1926.453)	*NO*	*NO*	No Policy Found
Blood borne Pathogens (OSHA 1910.1030)	Yes	Yes	
Chains/Slings/Hoists (OSHA 1926.251)	*NO*	*NO*	No Policy Found
Commercial Vehicle Operation (OSHA 1926 Subpart O)	*NO*	*NO*	No Policy Found
Compressed Gas Cylinders (OSHA 1910.101)	*NO*	*NO*	No Policy Found
Concrete/Masonry Construction (OSHA 1926 Subpart C)	*NO*	*NO*	No Policy Found
Confined Space (OSHA 1910.146 & OSHA 1926 Subpart AA)	Yes	Yes	
Earth Moving Equipment (OSHA 1926.502)	Yes	Yes	
Electrical Safety (OSHA 1910.332, 1910.333 & 1926.403)	Yes	*NO*	Procedures Missing from Policy
Emergency Action Plan (OSHA 1926.35)	Yes	Yes	
Fall Protection (OSHA 1926.1025, 1926.502 & 1926.503)	Yes	Yes	
Falling Object Prevention/ Protection	*NO*	*NO*	No Policy

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Missing Program Elements – Fail

Fill in the Blanks or Update Accordingly



MISSING CRITICAL PROGRAMS:

Emergency Action Plan *Please refer to OSHA 29 CFR 1910.38 for more information*

Minimum required elements for Emergency Action Plan:

- Program shall state the plan is available to all employees to review. (Please state within plan if communicated orally when there are 10 employees or less)
- Program shall address procedures for reporting a fire or other emergency.
- Program shall address procedures for emergency evacuation.
- Program shall address procedures to be followed by employees who remain to operate critical operations. (Please state within plan if no employees are to remain)
- Program shall address procedures to account for all employees after the evacuation.
- Program shall address procedures to be followed by employees performing rescue or medical duties. (Please state within plan if your employees are not allowed to perform rescue duties or if outside services are utilized)
- Program shall state the employer must have a distinctive alarm system to alarm employees.
- Program shall state contact information will be provided to employees who need additional information pertaining to the plan or to their respective duties.
- Program shall address training in the safe and orderly evacuations of other employees.
- Program shall list when a review of the emergency action plan should occur with employees: (1) When the plan is developed or the employee is assigned initially to a job. (2) When the employee's responsibilities under the plan change. (3) When the plan is changed.

MISSING CRITICAL ELEMENTS:

Confined Space *Please refer to OSHA 29 CFR 1910.146 for more information*

- Program shall address provisions and procedures for protection of employees from external hazards including but not limited to pedestrians & vehicles.
- Program shall address procedures to be used by a single attendant monitoring several confined spaces during an emergency. (If this practice is not allowed, please state so within your safety program.)
- Program shall include procedures to coordinate operations if multi employers are working in the same confined space.
- Program shall include procedures for concluding the entry.
- Program shall include procedures for reviewing the entry operations that may not provide enough protection for employees & for revising the permit prior to subsequent entries are authorized.
- Program shall address reviewing the permit confined space program using the canceled permits retained within 1 year after each entry and revise the program as necessary, to ensure that employees are protected. Note: Employers may perform a single annual review covering all entries performed during a 12-month period. If no entry is performed during a 12-month period, no review is necessary.
- Program shall address rescue services provided by the host facility, or outside services, and for IDLH

Possible Solutions:

- Apply for exemption.
- Request missing elements.
- Use evaluation info to update program written programs.
- Perform a copy and paste strategy from existing "Templates".
- Purchase missing programs.

ISNetWorld – Copy and Paste "Guidance" into your Written Program

- (Missing Program, required elements listed below)

No.	Required Elements	Status	Auditor Comments
1	Program shall state that all materials stored in tiers shall be stacked, racked, blocked, interlocked, or otherwise secured to prevent sliding, falling or collapse. [1926.250(a)(1)]		
2	Program shall state that aisles and passageways shall be kept clear to provide for the free and safe movement of material handling equipment or employees. [1926.250(a)(3)]		
3	Program shall state that non-compatible materials shall be segregated in storage. [1926.250(b)(3)]		

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Safety Stats – Fail

Supplier Information

- COMPANY INFORMATION
 - The 3-year rate for DART 3-Year Rate must be less than 135% of Industry Average for 2014
 - The 3-year rate for DART 3-Year Rate must be less than 135% of Industry Average for the required statistics data year
 - 4 Points - The 3-year rate for DART 3-Year Rate must be less than 100% of Industry Average for the required statistics data year
 - The 3-year rate for TRR 3-Year Rate must be less than 135% of Industry Average for 2014
 - The 3-year rate for TRR 3-Year Rate must be less than 135% of Industry Average for the required statistics data year
 - The 3-year rate for TRR 3-Year Rate must be less than 100% of Industry Average for the required statistics data year
- Health & Safety Manual or Safety Plan(s) must not be Denied
 - The Document Disposition must not be Denied
 - Conditional: The Document Disposition must not be Deficient

Possible Solutions:

- Request Conditional Override
- “Scrub” Previous OSHA Logs
- Change NAICS Code

SAFETY RATES 2014

Lost Workday Rate (Industry average is 1.4)

1.27

LWR 3-Year Rate

0.93

Severity Rate

69.81

Total Recordable Rate (Industry average is 2.7)

3.81

TRR 3-Year Rate

4.41

Days Away, Restricted, or Transferred (DART) Rate (Industry average is 1.7)

1.90

DART 3-Year Rate

3.02

Annual Statistics		2015	2014	2013	2012
Workforce Data	Total Employees		156	121	115
	Total Hours Worked		315,150	281,547	265,307
Accident Statistics	Total Recordable [cases] Rate		[6] 3.81	[9] 6.39	[4] 3.02
	Industry Average TRR	2.7	2.7	2.9	3.1
	Lost Workday [cases] Rate		[2] 1.27	[1] 0.71	[1] 0.75
	Industry Average LWR	1.4	1.4	1.2	1.3
	Severity [Lost Work Days] Rate		[110] 69.81	[4] 2.84	[2] 1.51
	DART [cases] Rate		[3] 1.90	[7] 4.97	[3] 2.26
	Industry Average DART	1.7	1.7	1.7	1.7
	Fatality Cases		0	0	0
	Restricted Workday Cases		1	6	2
	Other Recordable Cases		3	2	1
3-Year Rate*	Total Recordable Rate	N/A	4.41	4.67	4.16
	Lost Workday Rate	N/A	0.93	0.49	0.78
	DART Rate	N/A	3.02	3.44	2.34
Experience Modification Rate (EMR)		0.66	0.63	0.79	
Regulatory Citations/Violations	Health & Safety (ie OSHA, etc.)		0	0	0

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Insurance – Fail

Review ID: REV751963203257 Review Date: 07/07/2016 2:04 PM

Insurance Requirements

Railroad Protective Liability: Per Occurrence

Required - Pre-Questionnaire

Required Limit: 5,000,000

Verified Limit: 2,000,000

Expiration Date: 08/01/2016

Effective Date: 08/01/2015

Status: Rejected

Insurance Type Description:

Insurance coverage protecting a railroad from liability it incurs because of the work of contractors on or near the railroad right-of-way.

Railroad Protective Liability is placed as a stand alone policy. Evidence that the "Railroad Exclusion has been removed" from a CGL policy is not acceptable for this requirement.

Review Notes:

The current policy limit provided does not meet the minimum required amount.

Railroad Protective Liability: Aggregate

Required - Pre-Questionnaire

Required Limit: 10,000,000

Verified Limit: 6,000,000

Expiration Date: 08/01/2016

Effective Date: 08/01/2015

Status: Rejected

Insurance Type Description:

Insurance coverage protecting a railroad from liability it incurs because of the work of contractors on or near the railroad right-of-way.

Railroad Protective Liability is placed as a stand alone policy. Evidence that the "Railroad Exclusion has been removed" from a CGL policy is not acceptable for this requirement.

Review Notes:

The current policy limit provided does not meet the minimum required amount.

Contractor's Pollution Liability: Per Occurrence

Required - Pre-Questionnaire

Required Limit: 5,000,000

Status: Rejected

Insurance Type Description:



Contractor Qualification Checklist – High Risk with 2 or More Employees

Required Documents

- Copies of Liability Insurance Certificates (see insurance requirements below)
- Copies of OSHA 300K Summary Logs for the past three (3) years (if Company size is 10 or more employees)
- Accident history for the past three (3) years (if Company size is less than 10 employees)
- Copy of EMR (Experience Modification Rate) Document for the most recent year
- Copy of Company Health & Safety Program
- Contractor Handbook must be signed

Audits

Your company Health & Safety Program will be audited against the OSHA Standard based on the type of work your company performs. BROWZ will identify any deficiencies and communicate those back to you so your company can address the deficiencies.

Insurance Requirements

Policy Type	Limit Type	Insurer Limit	Additional Insured	Waiver of Subrogation
Commercial General Liability	Each Occurrence	\$1,000,000	Yes	Yes
Automobile Liability	Combined Single	\$1,000,000	Yes	Yes
Workers Compensation/ Employers Liability	Statutory Each Accident	\$1,000,000	No	Yes
Excess/Umbrella Liability	Each Occurrence or Aggregate	Can supplement GL, AL, WC, Prof Lib	If used to supplement	If used to supplement
Professional Liability (If Required)	Each Occurrence	\$1,000,000	Yes (if applicable)	Yes (if applicable)
Additional Insured Language	Contractor's parent and subsidiary companies must be listed as additional insured on all liability policies.			
Waiver of Subrogation Language	Contractor's parent and subsidiary companies must be granted a Waiver of Subrogation on all policies.			

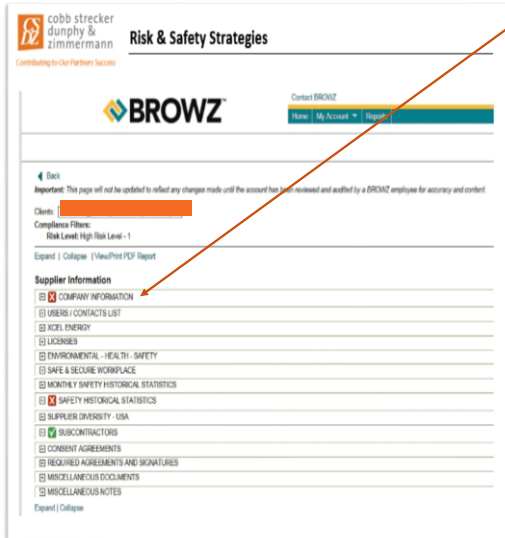
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Company Information – Fail



Take the time to make your company “Look Good” and update periodically.

- Company Profile
- Scope of Work
- Executives and Essential Contacts
- Work History
- Clients
- Major Projects
- Noteworthy Accomplishments
- Industry Certifications
- Awards

Think of Webportals as *Facebook* for Your Company

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In Closing...

Are You Good or Do You Need to “Look” Good?



nothing



Chad Stuart
Risk & Safety Group

Questions

8/24/2018

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