



Prequalification & Web Portal Strategies



Risk Rewarded



Discussion Facilitator

Chad Stuart

Risk & Safety Team



Areas of Expertise:

- ✓ Oil & Gas Transmission/Distribution
- ✓ Utilities, Foundations & Deep Excavations
- ✓ Street, Road & Traffic Control
- ✓ Trucking/Fleet Operations
- ✓ Military Facilities
- ✓ Environmental Management
- ✓ Web-portal Prequalification



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Learning Outcomes

- ✓ Define how the web portal pre-qualification process works and its impact on your profitability potential.
- ✓ Identify methods to capitalize on existing relationships and proactively engage your clients when new barriers are created.
- ✓ Recognize the metrics used to qualify/disqualify your company.
- ✓ Examine practical methods to measurably improve the metrics used to qualify/disqualify your company.
- ✓ Identify how to write safety and health programs to meet pre-qualification requirements and prevent creating additional liability for your company.
- ✓ Review specific solutions for exemptions and conditional overrides when your score is “F”, “Red” or listed as “Do Not Use” or “Non-Compliant”.



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Benefits for Contractors & Clients

- ✓ Contractors can **“USE”** the Prequal Safety process to measurably improve outcomes in operations.
 - Clearly defined expectations and execution, active involvement and participation, roles and responsibilities, additional resources, accountability, improved communication and coordination, etc.
- ✓ Determine if operation’s capabilities can compete at the level and caliber necessary to work for this client(s).
 - Do you have the necessary skills to compete at this level?
- ✓ Accelerate the implementation of specific strategies.
 - Raises the bar of acceptable performance.
- ✓ Additional **“means”** to achieve your risk/safety goals.
 - Client expectations vs. continuous begging from the risk/safety pro.



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Disclaimer

The information presented in this webinar *is not* intended to make you a “Better” or “Safer” company. Our discussion will, however, concentrate on assisting you to develop a common understanding of how:

- ✓ Web-portal Prequalification is designed and setup to evaluate and qualify contractors and suppliers, and
- ✓ Contractors can employ certain tactics and strategies to better assist your company to efficiently and effectively meet Web-portal Prequalification requirements, and
- ✓ Contractors can exploit certain “rules” or “processes” to your benefit.



Web Portal Prequalification AKA – “Prequal Safety”

- ✓ Party Administrator (TPA) clients used 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.
 - Algorithms read your “stuff”.



Define the “Prequal Push”

Contractors can 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.

- ✓ Wage continuation
- ✓ No lost time...ever.
- ✓ EMR “management”
- ✓ Reclassifying class codes
- ✓ Ingenious return-to-work programs
- ✓ Altering previous years OSHA logs
- ✓ Copy/paste strategy for written programs
- ✓ Under-reporting of injuries or outright lying
- ✓ Creative “solutions” for improving injury rates
- ✓ Direct expensing (paying cash) to prevent claim activity
- ✓ Under reporting vehicle accidents, only using DOT definition



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Collateral Damage: Prequal Push

Prequal Webportals can push contractors away from safety performance and towards a focus on using intelligence and resources to “look good” and prequalify to bid a project.

- ✓ **Has this process merely become a means to an end?**
 - Are contractors willing to “do what it takes” to get through the process to bid?
 - Is anyone hiding anything in the process no, of course not?!?!?
- ✓ **Is this process really effective at identifying “safe” contractors?**
 - What specifically is this process targeting?
- ✓ **Can contractors mask/hide safety performance in the process?**
- ✓ **How does a bazillion pages of policies transfer to reducing risk?**
 - Are we simply making up front investments in paper policies or is this information truly being transferred to field operations, actively put into use and monitored for performance/gaps in the plan?
- ✓ **Would you pay someone to get you through the process?**
 - Should ethics matter if you simply need a “GREEN” light to bid the work?



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Receive Notice of Web-portal Prequal to Bid Work

What Should I Do First?



Unexpected Barriers Can Separate You from Your Client(s)...Quickly!



First Steps

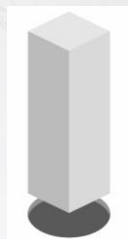
- ✓ **Capitalize on and exploit any existing client relationships.**
 - Do not delay – ensure operations' executives are clearly knowledgeable about the numerous barriers that did not exist before. Reach out early and communicate often on progress and delays – they can be your advocates!
- ✓ **Contact 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.
- ✓ **Determine your points of contact at the Prequal Web-portal.**
 - Some Web Portals have account managers others may have “specialists”.
 - If possible, always communicate directly to the most senior staff assigned to account.
- ✓ **Actively engage the Prequal Safety administrative staff.**
 - What can they provide to better prepare you for the onslaught of work?
 - Qualification criteria, checklists, policy requests, insurance requirements, list of necessary documents, example records, template programs, etc.



QUESTION:

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

Contractors who work with or aspire to work with clients using Prequalification Web-portals 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 for this client?
- ✓ What are you willing to do?
- ✓ Should ethics matter?






QUESTION:

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

- ✓ “Good” OSHA Rates
 - Can I go back and reconsider the recordability of previous years’ OSHA recordable injuries?
- ✓ “Good” EMR
 - Can I reduce my EMR and still have injuries?
- ✓ “Good” Compliance History
 - Can I have violations and prequalify?
- ✓ **Cleverly Crafted Policies = Nothing**
 - Copy and paste then turn on the printing press.
 - Can I pay someone to write policies for me?





Who are You in Eyes of Prequal?

- ✓ 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

You’re Nothing but a Number!






There is a numbers push to achieve certain prequalification requirements.



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



Hmmm...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.





NAICS Codes

The Beginning of Your Company's Profile



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To begin:

You 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*	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




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North American Industrial Classification System

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 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 6-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.



NAICS Codes in Construction

TABLE 1. Incidence rates³ 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





NAICS Drives Your Prequal Profile

- ✓ **OSHA Rates**
 - TRIR – DART – Lost Time
- ✓ **Required Safety Policies**
- ✓ **FMCSA CSA Scores for CMV's**
- ✓ **“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*

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	3.8	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
All other specialty trade contractors	23899	2.8	1.9	1.4	0.5	0.9



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

NAICS CODE DESCRIPTION

[Return to Lookup Tools](#)

Enter Keyword(s) [NAICS Search Q](#)

238990 - All Other Specialty Trade Contractors

Click to View Top Businesses by Revenue for 238990 - Complete Profiles

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 repairs.

Illustrative Examples:

- Billboard erection
- Outdoor swimming pool construction
- Cleaning building interiors during and immediately after construction
- Paver, brick (e.g., driveway, patio, sidewalk), installation
- Crane rental with operator
- Paving, residential and commercial driveway and parking lot
- Sandblasting building exteriors
- Fence installation
- Scaffold erecting and dismantling
- Interlocking brick and block installation
- Streep/light 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;
- Robot testing—are classified in Industry 541300, Testing Laboratories;
- Power washing and other building exterior cleaning (except sandblasting)—are classified in Industry 561790, Other Services to Buildings and Dwellings; and
- Environmental remediation work, such as asbestos abatement—are classified in Industry 562910, Remediation Services.

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	Billboard erection
238990	238990	238990	Backstop work, residential and commercial driveway and parking area
238990	238990	238990	Roof lift installation
238990	238990	238990	Brick driveway contractors
238990	238990	238990	Brick paver (e.g., driveway, patio, sidewalk) installation
238990	238990	238990	Cable splicing (except electrical or fiber optic)
238990	238990	238990	Chain link fence installation
238990	238990	238990	Cleaning building interiors during and immediately after construction
238990	238990	238990	Cleaning (new 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 sealing and drilling (except demolition)
238990	238990	238990	Construction elevator (i.e., temporary use during construction) erection and dismantling
238990	238990	238990	Crane rental with operator
238990	238990	238990	Culvert, 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 pest)
238990	238990	238990	Fencing contractors (except electronic containment fencing for pest)
238990	238990	238990	Flagpole installation
238990	238990	238990	House moving (i.e., racking from one site, moving, and placing on a new foundation)
238990	238990	238990	Interlocking brick and block installation
238990	238990	238990	Mail box units, outdoor, multiple box type, erection
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	Paver, brick (e.g., driveway, patio, sidewalk), installation
238990	238990	238990	Paving, residential and commercial driveway and parking lot
238990	238990	238990	Playground equipment installation
238990	238990	238990	Pole (e.g., telephonic) removal



- ✓ EMR
- ✓ Written Programs
- ✓ Vehicle Accidents
- ✓ Training Records
- ✓ Compliance Violations
- ✓ OSHA 300 Logs
- ✓ OSHA DART Rate
- ✓ OSHA Lost Time Rate
- ✓ OSHA Total Recordable Incident Rate

Can Contractor "Safety" Be Manufactured, Hidden, Manipulated?



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Good Contractor vs. Bad Contractor

How are You Penalized?

Who is Better?

Contractor A

3 Lost Time Injuries

Contractor B

1 Lost Time Injury



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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. Tried but Couldn’t Hide this One.
 - Several more Exist – Catch Me if You Can!



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EMR “Management”

✓ No Indemnity = No EMR Impact

- Wage Continuation
- Expanded Job Descriptions
 - *No work restrictions!*
- Creative Return-to-Work Programs
 - *No lost time – ever!*

The EMR Calculation

Actual Losses

(your losses)

to

Expected Losses

(NCCI projected losses)

✓ Reclassify Payroll / Class Codes and Recalculate EMR for Previous Years

- Often pay large, additional premium for previous years.
- Can only do this scheme once.

✓ NAICS code Change



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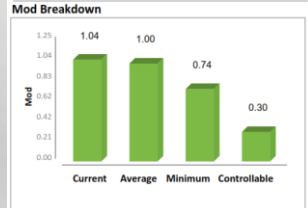
How is Your EMR Calculated?

- ✓ **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?**
 - Compare Your Lowest Possible EMR with Your Current Score – *Room to Improve?*

State	Claim Number	Injury Date	Loss Type	Incurred Loss	Primary Loss	Mod w/o Loss	Impact on Mod
MN	Grouped Losses	7/1/2014	MED	\$470	\$141	1.0370	0.0019
MN	Grouped Losses	7/1/2015	MED	\$207	\$62	1.0381	0.0008
MN	Grouped Losses	7/1/2015	FREQ	\$2,338	\$2,338	1.0079	0.0310
MN	Grouped Losses	7/1/2016	MED	\$1,210	\$363	1.0341	0.0048
MN		7/1/2016	SEV	\$44,717	\$16,500	0.7826	0.2563
Grand totals:				\$48,942	\$19,404		0.2948

The Key Numbers

Total expected losses	\$48,852
Total expected primary losses	\$16,005
Total expected excess losses	\$32,847
Total unlimited losses	\$47,621
Total limited/adjusted losses	\$47,621
Total actual primary losses	\$19,404
Total actual excess losses	\$28,217
Computed ballast value	26,550
Computed weighting value	0.10
Modification factor	1.04
ARAP factor	1.00



“Manage” Your OSHA Log

- ✓ **“Means to an End”... Self-Reporting**
 - Bottom Line: Contractors Choose to Record or Not to Record
 - “Paper Trail” Events = Fatality, Amputation, Inpatient Hospitalization, Loss of an Eye
- ✓ **Clever Recording Schemes**
 - Expanded Written Job Descriptions according to DOL Guidelines
 - No Restrictions, Medical Only
 - Wage Continuation
 - No Lost Time, Medical Only
 - Direct Expense Injury Costs = Injury Never Happened?
- ✓ **Redefine/Reclassify Previous Recorded Injuries**
 - Annual Activity for some Contractors
- ✓ **Change NAICS code to a more “Forgiving” Class Code**



2018 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		Eye Injury				X		
2	Mechanic		Crushed Finger			X			2
3	Laborer		Shoulder / Neck Strain	X				3	
4	Operator		Ankle Strain/Sprain			X			4
5	Operator		Laceration to Hand				X		
6	Laborer		Back Strain		X			5	3
7	Driver		Broken Leg		X			30	
8	Operator		Eye Injury				X		
9	Laborer		Laceration to Hand				X		
10	Foreman		Ankle Strain/Sprain			X			3
11	Laborer		Elbow Strain/Sprain		X			4	2
12	Operator		Shoulder / Neck Strain		X			3	
13	Laborer		Laceration to Hand				X		
14	Laborer		Eye Injury				X		
Page totals				0	5	3	6	45	14

2019's Goal:
Reduce Lost Time Injuries by 50%



Risk Rewarded.

Let's Celebrate! – No Lost Time in 2019

OSHA's Form 300 (Rev. 01/2004)

Log of Work-Related Injuries and Illnesses

2019

7 significant tick-marks

Substance behind the tick-marks

Identify the person	Describe the case	SELECT ONE box for the most serious outcome for each case	Enter the number of days the injured or ill worker was:
Case No.	Job title (e.g., Welder)	Death	Days away from work
(A)	(C)	(G)	(H)
	Shop, MN	Left shoulder/rotator cuff	
	Site, WI	Left knee pain	
	Site, MN	Left elbow/tendonitis	
	Site, WI	Right index finger laceration	
	Site, WI	Lower left back muscle pull	
	Site, ND	Frostbite left pinky finger	
	Site, WI	Left knee torn meniscus disk	
	Site, SD	Lower back muscle pull	
	Site, SD	Left hip flexor pull	
	Site, SD	Auto - head, neck, shoulder, pain	
Page totals		0	0

- ➔ Direct Expensing.
- ➔ Wage Continuation.
- ➔ Expanded Job Descriptions.
- ➔ Creative Return-to-Work Practices.

7 significant tick-marks

Substance behind the tick-marks

Really...Does this really justify a celebration?

Being Successful without Getting Better.



Risk Rewarded.

Hmmm...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

CELEBRATING **365 DAYS** Accident and Injury Free

5,000,000 Safe Man Hours Without LTI

1 MILLION Safe Hours Worked Without Lost Time

ALWAYS AWARE

CELEBRATING ANOTHER MILESTONE!

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

1 MILLION Hours Worked Lost-Time Injury Free

ACREDITED IACET PROVIDER

CS DZ Risk Rewarded.

- ✓ DOT
- ✓ OSHA
- ✓ EPA / Environmental
- ✓ Other Regulatory Agencies

Compliance
Citations & Violations

CS DZ Risk Rewarded

OSHA Compliance Violations

If You are Unable to Absorb the Impact of a Violation:

- ✓ **Keep everything tied up in the administrative law process for as long as you can.**
 - Fight everything to get the best-case, lowest severity outcome.
- ✓ **Only *Final Settlement* citation/violation must be reported.**
 - All others are still “alleged” and not assigned to your company – yet.

Question: Does the cost of fighting a citation(s) outweigh the lost revenue from being unable to bid work?



Risk Rewarded.

Proactively Engage Your Clients Regardless of Citation/Violation Type

**Do Not Wait to
be Discovered!**

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

- A. **Is the violation(s) confirmed to be from your company?**
- B. **Create a formal, written strategy outlining each violation (e.g. OSHA) or group of violations (e.g. CSA scores)**
 - Clearly identify the cause of the problem.
 - Articulate specifically how you corrected the problem.
 - Define observable expectations and measurable outcomes.
 - Be prepared to openly discuss how you will prevent the problem from ever happening again, especially on their project.
- C. **Request a meeting to review the info with your client.**
 - Goal is to achieve an “Override” on any disqualifying event.



Risk Rewarded.



Creative “Solutions” Eventually Wear Out

3-year Accident Reduction Strategy

- ✓ **All Vehicle Accidents – DOT & Non-DOT Vehicles**
 - Reported All Accidents with “Auto Claims”
 - *Way too many accidents for our clients!*
- ✓ **Direct Expense 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 Impacting another Vehicle With at Least 1 Person in it at the Time of the Impact
 - Accident ≠ *Light Pole, Jersey Barrier, Parked Car, Property, etc.*
 - *Still too many...*
- ✓ **Only Use Only DOT Definition of Accident**
 - Tow Away – Hospitalization – Fatality
 - *Ahhh, just right!*

Boom!






Auto/Fleet “Management” after the Prequal Push

Example: Webportals began in 2016 and Auto Accidents will Prevent the Contractor’s Ability to Bid in 2017, unless Performance Improves.

2016 - \$186,833 in auto damage claims

- 11 – Insurance claims
- 7 – Direct expense/No insurance **\$13,685**

2017 - \$17,489 in auto damage claims

- 4 – Insurance claims
- 17 – Direct expense/No insurance **\$227,632**

Did they get better?

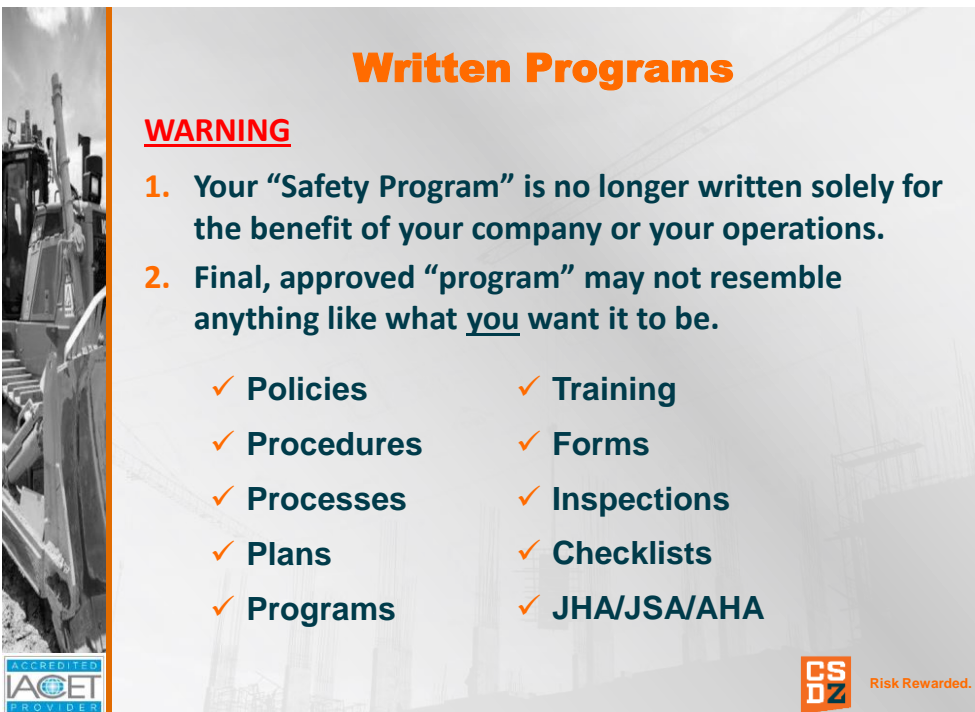
This is Just Funny Math!






Written Programs & Training Records

CS DZ Risk Rewarded



Written Programs

WARNING

1. Your “Safety Program” is no longer written solely for the benefit of your company or your operations.
2. Final, approved “program” may not resemble anything like what you want it to be.

✓ Policies	✓ Training
✓ Procedures	✓ Forms
✓ Processes	✓ Inspections
✓ Plans	✓ Checklists
✓ Programs	✓ JHA/JSA/AHA

CS DZ Risk Rewarded.

ACCREDITED
IA CET
PROVIDE

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 Web Portal 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/sign with Esbridge 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. Shore/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. Coasting/Set-Up
 - vii. Ditching
 - viii. End Preparation
 - ix. Equipment Movement
 1. Low-Boy
 - x. Excavation and Snow Removal
 - xi. Fabrication
 - xii. Foreign Pipeline/ Utility Crossing
 - xiii. From End/Pipe Gang
 - xiv. HDD
 - xv. HDD Tent Assembly
 - xvi. HDD Pilot Hole
 - xvii. HDD Casing Install (when applicable)
 - xviii. HDD Pullback
 - xix. Hotline Excavation
 - xx. Hydrotect
 - xxi. Hydrovac
 - xxii. Lower-In/Backfill
 - xxiii. Overhead utility/Induced Voltage
 - xxiv. Pile Driving
 - xxv. Rail road
 - xxvi. Sand Blasting
 - xxvii. Screw Anchors





Problem:

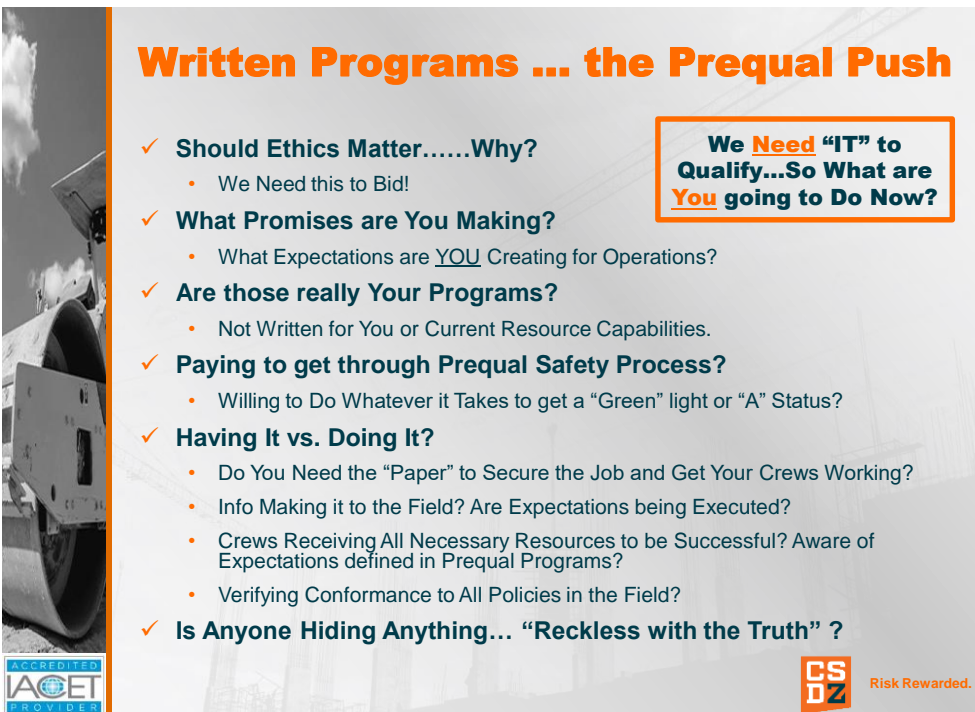
The Safety Professional or Admin Staff may be Preventing Your Company from Working because of a “Safety” related item.

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?**
 - We Need this to Bid!
- ✓ **What Promises are You Making?**
 - What Expectations are YOU Creating for Operations?
- ✓ **Are those really Your Programs?**
 - 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?
 - Info Making it to the Field? Are Expectations being Executed?
 - Crews Receiving All Necessary Resources to be Successful? Aware of Expectations defined in Prequal Programs?
 - Verifying Conformance to All Policies in the Field?
- ✓ **Is Anyone Hiding Anything... “Reckless with the Truth” ?**

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

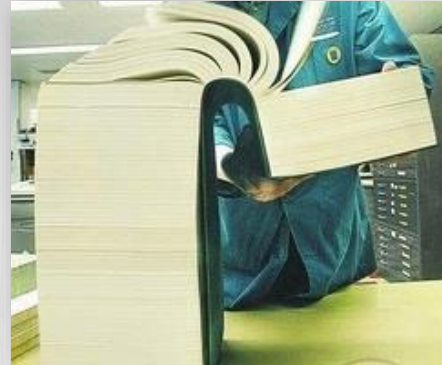
What happens to Your Existing Manual?

Is it good/bad or right/wrong to have 2 manuals?

1. Field Manual
2. Web-portal Prequal Manual

...After Prequal

Before Prequal...



Risk Rewarded.

Engage & Ask Specific Questions

✓ Web-portal 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?
- Specifically inquire about weird, bizarre demands.
 - 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?



Risk Rewarded.

Answering Prequalification Questions to “Look Good”

Is it good/bad or right/wrong to say “YES” or “Check the Box” to program elements or initiatives that do not exist.....yet?

- ✓ Policy, Inspections, Procedures, Programs, Trainings
- ✓ Enormous Alphabetical List of Programs
 - Do you have “IT” or not?
- ✓ QA/QC Programs
- ✓ High Level 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 Web Portal Reps



Risk Rewarded.

QUESTION:

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

ANSWER:

- ✓ Apply for an exemption.
- ✓ 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.



Risk Rewarded.



If You Cannot Get Out of "It"... Always Involve Operations in the Development of New Programs

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 Designer)

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

Contractor Management Policy	RAM 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 reviewers 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 that subcontracted companies meet BP USPL contractor selection requirements and provide documentation of their performance with the SSHEP to the PRCW for review, verification, or PUU/EPC 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, satisfied 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 resources or resources 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



Copy/Paste Strategies or Purchasing Written Programs

Purchasing written programs or simply copy and pasting another's information and submitting it as your own can create additional liability.

- ✓ **Are you aware of the promises you are making – in writing?**
 - Everything written is discoverable and available for subpoena.
 - Increases liability and/or culpability, may help substantiate negligence.
- ✓ **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.



Avoid Making False Promises

- ✓ **Consider a disclaimer in all your prequal policies.**
 - **Disclaimer:** This written program was developed and submitted as part of a web-based contractor prequalification process and may not represent company policy at our work location, which is the purpose our site-specific EHS plans. For questions regarding company policy or project means and methods, please contact our Risk/Safety Manager at XXX-XXX-XXXX.
- ✓ **Keep your policies substantially the same and insert a section that contains the “necessary” language to prequalify and bid work.**
 - Insert a section at the end of your policy for each prequal request.
 - 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?



Risk Rewarded.

Training Records...the Prequal Push

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

Quick.....Everyone Sign These!!

Dirty Secret: one generic “roster” of names and signatures attached to the back of fabricated training agendas.

Note: CSDZ *is not* advocating this strategy.

A More Professional Approach:

- 1) Contact your client ASAP.
- 2) Ask for more time to get the “right” training to meet their expectations. Give a specific date to complete the training.
- 3) Expedite high quality training to improve your team’s knowledge and skill.



Risk Rewarded.

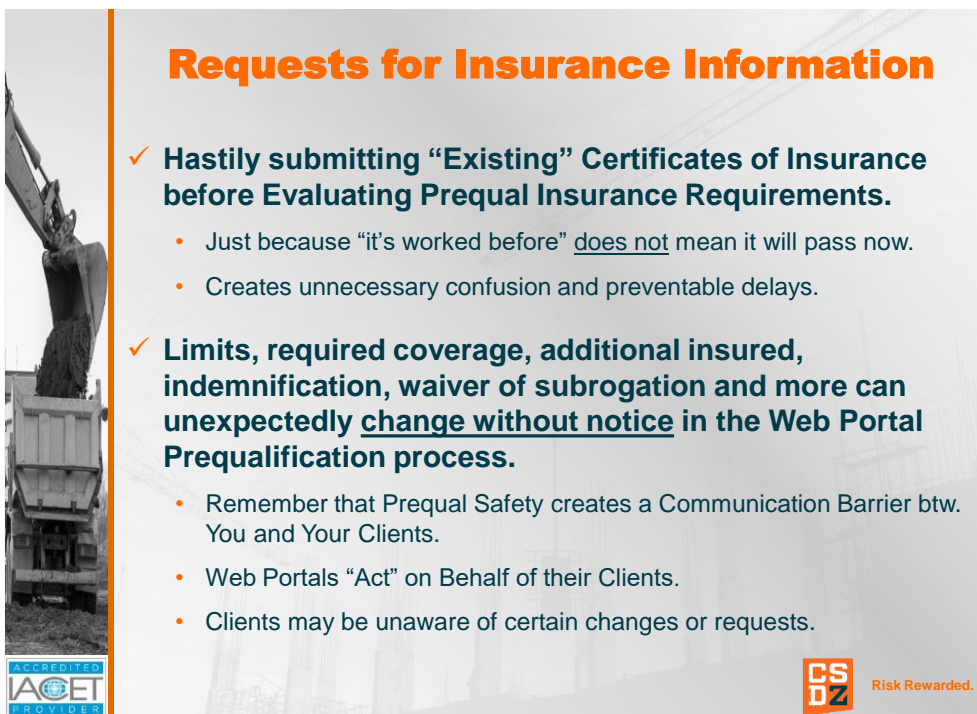


Certificates of Insurance

Create an Efficient and Effective Process





Risk Rewarded



Requests for Insurance Information

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

Risk Rewarded.

Promptly Request Insurance Requirements from the Prequal Web Portal

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. [Redacted] 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?



Does Your Broker/Agent have Permission to Help You?

- ✓ Request/Submit COI's
- ✓ Approvals Process
- ✓ Q&A on your Behalf

Collect. Verify. Connect. **ISN**

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 5 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/Data/ProviderList.aspx>
- 4. How can Agent/Brokers become registered in ISNetwork?**
If the contractor/supplier's 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?
It streamlines the submittal of certificates of insurance. Agents/Brokers will be able to view all of the insurance requirements for a contractor/supplier's Owner Clients, as the results of previous insurance certificate reviews. In addition, if an updated certificate is required, Agent/Brokers will have the capability to directly submit that.

How do I request Agent/Broker permission?
If you are a contractor/supplier, please take the following steps (note: you must be a Provider - Edit Access permission in ISNetwork):
1. Log into **VERIFORCE** (www.isnetwork.com)
2. Click on the pencil icon to update a permission

CS DZ Risk Rewarded Risk & Safety

Uploading Insurance (COI) into PreQual Webportals

AVETTA

Adding Insurance A

1. Select MY ACCOUNT
2. Select COMPLIANCE
3. From the left column
4. Select ADD
5. Complete New UI

• Determine if

ISNETWORK

Using the ISN Insurance

1. Agent/Broker must be
2. ISN will evaluate and gr
3. Contractor must prov

insurance certificates

Agent/Broker Registrat

To see a full listing of Agents/Brok

<http://www.isnetwork.com>

VERIFORCE

Editing Company Contact Information

1. Log into VERIFORCE
2. Click on ADMINISTRATOR
3. Click on MANAGE COMPANY PROFILE
4. Click on EDIT (on the Contact information Section)
5. Click on the YELLOW ARROW (on the Insurance section)
6. Input DATA (if you need to list more than one contact, put a comma between the names and a semicolon between emails)
7. Click SAVE CHANGES (at the top left)



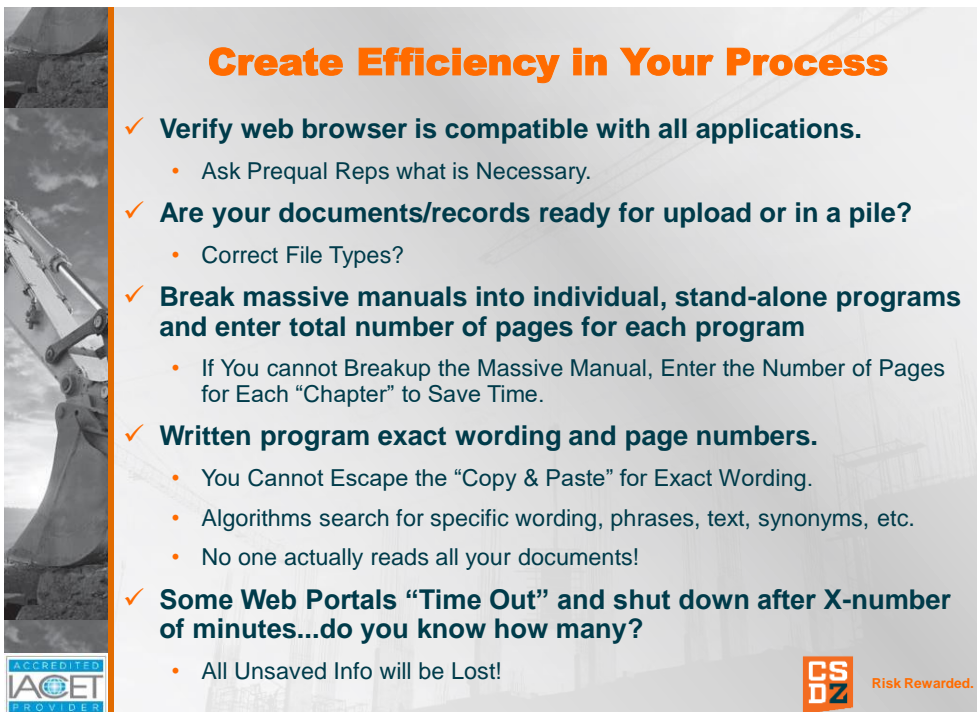


Common Pitfalls & Solutions for Submitting Information

Create Efficiency




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Create Efficiency in Your Process

- ✓ **Verify web browser is compatible with all applications.**
 - Ask Prequal Reps what is Necessary.
- ✓ **Are your documents/records ready for upload or in a pile?**
 - Correct File Types?
- ✓ **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.
- ✓ **Written program exact wording and page numbers.**
 - You Cannot Escape the "Copy & Paste" for Exact Wording.
 - Algorithms search for specific wording, phrases, text, synonyms, etc.
 - No one actually reads all your documents!
- ✓ **Some Web Portals "Time Out" and shut down after X-number of minutes...do you know how many?**
 - All Unsaved Info will be Lost!




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Solutions for Exemptions and Conditional Overrides



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Missing Written Programs – Fail

Required Programs	Program Present	Meets Requirements	Auditor Comments
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 1926.200(c))	*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/Barriades (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 Q)	*NO*	*NO*	No Policy Found
Confined Space (OSHA 1910.146 & OSHA 1926 Subpart AA)	Yes	Yes	
Earth Moving Equipment (OSHA 1926.601)	Yes	Yes	
Electrical Safety (OSHA 1910.332, 1910.333 & 1926.401)	Yes	*NO*	Procedures Missing from Policy
Emergency Action Plan (OSHA 1926.35)	Yes	Yes	
Fall Protection (OSHA 1926.1926.501, 1926.502 & 1926.503)	Yes	Yes	
Falling Object Prevention/ Protection	*NO*	*NO*	No Policy



Risk Rewarded.



Missing Program Elements – Fail

Fill in the Blanks or Update Program 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 program prior to subsequent entries are authorized.
- Program shall address reviewing the permit confined space program using the canceled permits retrained 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

ISNetWorld – Copy and Paste “Guidance” into your Written Program

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.

– (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)]		



Risk Rewarded.

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

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

Possible Solutions:

- ✓ Change NAICS Code.
- ✓ Request Conditional Override.
- ✓ “Review” Previous Years’ OSHA Logs.
- ✓ Wait for Rates to Improve.

Annual Statistics		2015	2014	2013	2012
Workforce Data	Total Employees	156	121	115	115
	Total Hours Worked	315,150	281,547	265,307	265,307
	Total Recordable (cases) Rate	[6] 3.81	[9] 6.39	[4] 3.02	3.1
	Industry Average TRR	2.7	2.9	3.1	3.1
	Lost Workday (cases) Rate	[2] 1.27	[1] 0.71	[1] 0.75	1.3
Accident Statistics	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	1.51
	DART (cases) Rate	[3] 1.90	[7] 4.97	[3] 2.26	1.7
	Industry Average DART	1.7	1.7	1.7	1.7
	Fatality Cases	0	0	0	0
	Restricted Workday Cases	1	6	2	2
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	0.79
Regulatory Citations/Violations	Health & Safety (ie. OSHA, etc.)	0	0	0	0



Risk Rewarded.



Insurance – Fail



Review ID: [REDACTED] Review Date: [REDACTED]

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 302A 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. BRWZ 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	\$1,000,000	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	\$1,000,000	Yes (if applicable)	Yes (if applicable)

Additional Insured Language (parent and subsidiary companies must be listed as additional insured on all liability policies.)

Waiver of Subrogation Language (parent and subsidiary companies must be granted a Waiver of Subrogation on all policies.)

**Do Not Haphazardly
Submit Insurance Info!**



In Closing...



In Closing...

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

- ✓ Define how the web portal pre-qualification process works and its impact on your profitability potential.
- ✓ Identify methods to capitalize on existing relationships and proactively engage your clients when new barriers are created.
- ✓ Recognize the metrics used to qualify/disqualify your company.
- ✓ Examine practical methods to measurably improve the metrics used to qualify/disqualify your company.
- ✓ Identify how to write safety and health programs to meet pre-qualification requirements and prevent creating additional liability for your company.
- ✓ Review specific solutions for exemptions and conditional overrides when your score is “F”, “Red” or listed as “Do Not Use” or “Non-Compliant”.



Risk Rewarded.



Thank You



Chad Stuart
cstuart@csdz.com