



South Carolina
Department of Labor, Licensing and Regulation

Division of Labor

Nikki R. Haley
Governor

Richele K. Taylor
Director



110 Centerview Drive
Post Office Box 11329
Columbia, SC 29211-1329
(803) 896-7686
FAX: (803) 896-7670

January 22, 2016

Dear South Carolina Employer,

Happy New Year! The 2016 Division of Labor Safety Awards season has now begun. The Division hopes your company will be able to celebrate its safety accomplishments with the South Carolina Department of Labor, Licensing and Regulation this year. The Safety Awards Program is the Division's way of rewarding you for the success of your safety and health programs. Last year, 20 employers were recognized. This year we are offering a new award for employers with less than 100 employees, called the Gleaming Star Award. The Division believes all employers, large or small, should be rewarded for the success of their safety and health programs.

Please take a few minutes to complete the enclosed application by entering the requested data for calendar year 2015. Applications are due by **March 7, 2016** at midnight. The Safety Awards application can also be accessed and printed from the SCOSHA website at www.scosha.llronline.com.

Awards will be presented in three categories:

- *Palmetto Shining Star Award* (must qualify in at least one of the following)
 - No recordable injuries or illnesses during calendar year 2015;
 - A reduction of at least 40 percent in an employer's incidence rate between 2014 and 2015;
 - A difference of at least 75 percent in an employer's 2015 incidence rate and the 2014 South Carolina average rate for that industry; OR
 - Worked one million or more safe work hours without a lost-time injury or illness.
- *Rising Star Award*
 - A difference of at least 75 percent in an employer's 2015 incidence rate and the 2014 national average rate for that industry
- *Gleaming Star Award*
 - Less than 100 employees and demonstrates a culture of safety and health both on site and in the community

By late **April 2016**, the Division of Labor will announce the Safety Award winners. If your company wins, you will be contacted using the information you provide on the application. Winners receive a certificate. If you have any questions or need assistance completing the application, please call the Division of Labor at 803-896-7756 or send an email to division.labor@llr.sc.gov.

The Division appreciates your participation in the Division of Labor Safety Awards program and your commitment to employee safety in the great state of South Carolina. This program is one of many ways the Division fulfills its mission to promote the healthy, safety and economic well-being of the public through regulation, licensing, enforcement, training and education.

Sincerely,

Richele K. Taylor, Esq.
Director

Kristina Baker, Esq.
Chief of Labor



Division of Labor

110 Centerview Dr. • Columbia • SC • 29210

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<http://llronline.com/labor/>



2016 Safety Achievement Award Application

This application should be submitted by March 7, 2016 to the Division of Labor by email or address listed above. All information submitted should pertain to calendar years 2014 and 2015. Contact Felicia Busby at (803)896-7673 with questions regarding your company NAICS code. Submission of this application is voluntary.

Submit with your application:

- OSHA Form 300
- Supporting documentation of how the company encouraged a safe environment culturally and in the community. Including but not limited to:
 - Company Policy/Procedures
 - Pictures
 - Programs
 - PowerPoint Slides

COMPANY INFORMATION

Name of Company (List as you want to appear on award): _____

Address: _____ County: _____

City: _____ State: _____ Zip Code: _____ Phone: _____

Management Official / Title: _____

Email Address: _____

Company's Standard Industrial Classification (NAICS Code) or Industry Type: _____

Name of Parent Company (if applicable): _____

Address: _____ County: _____

City: _____ State: _____ Zip Code: _____ Phone: _____

1. Please describe your scope of work:

2. Did your company have an average of 100 or more full-time employees during 2014 and 2015?
If no, proceed to Question 8. YES NO
3. Did your company complete 2015 without a fatality? YES NO

4. **Employee Hours** (Use your company records):
- | | <u>2014</u> | <u>2015</u> |
|--|-------------|-------------|
| a. Average number of employees: | _____ | _____ |
| b. Total number of employee hours worked: EH: | _____ | _____ |
- (You may multiply 4a. by the average number of hours worked by employees during the year to get the EH.)

5. **Incidence Rate** (Use the OSHA Form 300):
- a. Total recordable cases: **TC:** _____
- b. Multiply TC by 200,000 and divide by EH to find your company's incident rate (IR):
IR: _____

6. Provide Award Information (Check all statements which apply):
- No fatalities or recordables during calendar year 2015. (TC = 0)
- Company's incidence rate during calendar year 2015 was at least 40% below the South Carolina incidence rate for calendar year 2014.
- Company's incidence rate during calendar year 2015 was at least 75% below the 2014 South Carolina incidence rate for company's NAICS. See column three entitled "Total recordable cases" in the Table here: http://www.scosha.llronline.com/BLS/injuryinless/2014/2014_I&I_Table_6.pdf
- Totals include rate for industries not shown separately
 - North American Industry Classification System Manual, 2012 Edition.
 - To obtain Incidence Rates for Industries or NAICs not listed, call 803-896-7673
 - If NAICs is unknown, call 803-896-7673

Company's incidence rate during calendar year 2015 was at least 75% below the 2014 *national* incidence rate for company's NAICS. See column three entitled "Total recordable cases" in the Table here: <http://www.bls.gov/iif/oshwc/osh/os/ostb4343.pdf>.

Worked 1 million or more safe work hours without a lost time injury or illness.
 Number of hours achieved: _____ Time frame hours were achieved: _____

7. What have you done, culturally within your company to encourage an environment of safety? (Attach supporting documentation to verify.)

8. How have you encouraged safety in the community? (Attach supporting documentation to verify.)

SIGNATURE OF MANAGEMENT OFFICIAL:

Your signature certifies that the information and attached verification documents are true. Penalty for false information includes but is not limited to disqualification for this year's and next year's award.

 Signature Date