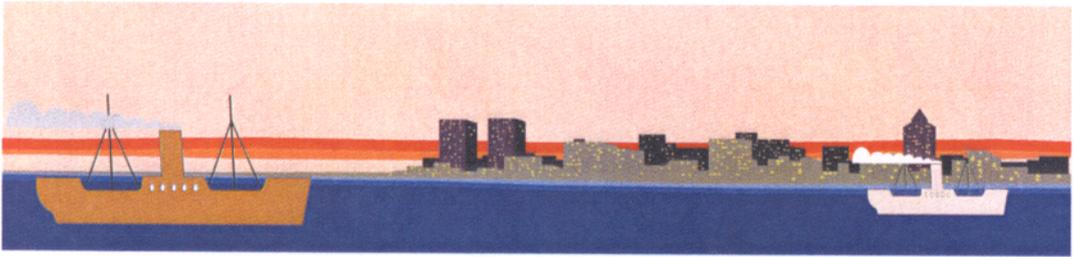
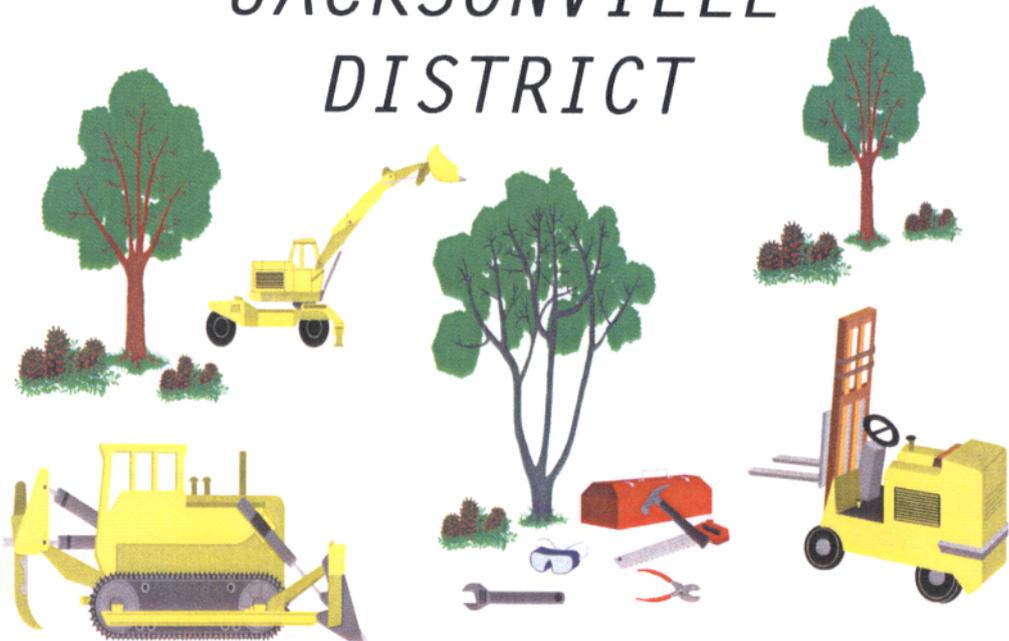


SAFETY PAYS



JACKSONVILLE DISTRICT





We would like to acknowledge the contributions and teamwork of our contractors and federal employees who have contributed to the successful implementation of the "Safety Pays Program". The Area Engineers and their staff, the District Staff, and the Command continue to be most supportive.

Our goal has always been to have an accident free workplace for both our employees and the many contractors and other team members that work with us in executing our Civil Works responsibilities. Not only do we want to turn over a project that is safe for our customers, the citizens, but we want the project to be safe during the hazards encountered during both construction and operations. To this end, we support this program.


James W. Woodey
Chief, Safety and Occupational
Health Office


Gordon M. Butler, Jr.
Chief, Construction-Operations
Division



As Commander of the Jacksonville District, I challenge each of you to carry out the letter and the intent of our Safety initiatives and policies. Partnering with industry, we can achieve an accident free environment by keeping safety at the forefront of our every activity.

I commend your efforts and assure you I will be personally involved in all matters pertaining to the execution of this program.

*James G. May
Colonel, Corps of Engineers
Commanding*



“IT DEPENDS ON YOU”

SAFETY PAYS PROGRAM

TABLE OF CONTENTS

I. Program Description

II. Safety Review Board

III. Program Competition

IV. Questions and Answers

SECTION I

PROGRAM DESCRIPTION

The purpose of the **SAFETY PAYS PROGRAM** is to reduce accidents to a minimum by raising safety awareness at all levels by a closer involvement of the Jacksonville District Partnership consisting of the Government and the Contractor. The **SAFETY PAYS PROGRAM** honors or observes in some special way Team Members who, through special accomplishments, had a strong effect in eliminating or greatly reducing the number of accidents in the work place.

The ideals of the **SAFETY PAYS PROGRAM** are to recognize the superior safety efforts being made throughout the Jacksonville District, and to continue to build upon the Partnering spirit to improve safety at all levels.

The Safety Review Board (SRB) is a key ingredient of the **SAFETY PAYS PROGRAM**. The Safety Review Board, consisting of representatives from Construction-Operations Division and the Chief of Safety and Occupational Health Office, will be responsible for developing methods and procedures to further enhance our safety program, and choosing the winners for the Safety Awards. This program is further detailed in Section II.

Awards are given to deserving projects on a semi-annual basis to reward and formally recognize Contractor and Government personnel for outstanding safety accomplishments in projects that exhibit outstanding performance in the area of safety. Presentations will be made at the Field Office Conference.

For the program to succeed, it is important that efforts being made to provide a safer working environment be recognized. The Public Affairs Office will also be involved in the recognition that these Team Members deserve.



SECTION II

SAFETY REVIEW BOARD

*The Safety Review Board (SRB) is established as the action committee in order to keep the momentum of the **SAFETY PAYS PROGRAM** going. Its purpose is to keep new initiatives working, to develop new ideas and programs, and to improve the overall safety program in Construction-Operations Division.*

The committee will consist of the following members:

- 1. Chief of Construction-Operations Division*
- 2. Chief of Operations Branch*
- 3. Chief of Construction Branch*
- 4. Chief of Quality Assurance Section*
- 5. Chief of Safety and Occupational Health Office*
- 6. Chief of Antilles Construction Office*
- 7. Area Engineers*
- 8. Chief of South Florida Operations Office*

The Chief of Construction-Operations Division will be the Chairman of the SRB. They will meet twice a year as a minimum. They will select one contractor from all nominations to receive the semi-annual Jacksonville District Safety Award. The board will thoroughly review each nomination and vote for the selection. Decisions will be based on the number of votes of the committee. After selection of the semi-annual award, arrangements will be made to ensure that plaques are procured and cash awards coordinated through Construction-Operations Division.

The Safety Review Board will also select, out of the two contractors selected for the semi-annual awards, the District's Contractor of the Year award. The winning contractor will be the District's nominee for the "Division Commander's Safety and Occupational Health Awards" as described in Appendix C of CESAJR 385-1-1.





SECTION III

PROGRAM COMPETITION

*The purpose of the **SAFETY PAYS PROGRAM** is to recognize and reward accomplishments by Jacksonville District Safety Team Members (Government and Contractor) in the area of safety management at the local and District levels. It is the policy of the **SAFETY PAYS PROGRAM** to reward the safe performance of contract work by creating a Team atmosphere and by emphasizing the positive achievements of Team Members in the area of safety management.*

The responsibilities are:

Project Engineer (PE) or Quality Assurance Representative (QAR) will be responsible for nominating a contractor for the local award.

*Area Engineers (AE), Resident Engineers (RE), and Chief of South Florida Operations Office (CSFO) will be responsible for insuring the adequacy of the documentation for submission of award nominations. Additionally, If more than one nomination is made in an Area Office, the AE/RE/CSFO will be responsible for selecting the contractor to be submitted to the SRB for consideration as the District the **SAFETY PAYS PROGRAM** Semi-annual award winner*

SRB will be responsible for choosing the District Semi-Annual Award winner.

The competition process is as follows:

PE or QAR will prepare the documentation based on the established program criteria. The AE/RE/CSFO will be responsible for choosing the local winners from the nominated contractors. The AE/RE/CSFO may submit local semi-annual winners for consideration for the District Safety Awards. Deadlines for submission to the SRB are 15 April and 15 October. The SRB will consolidate nominations and choose one Semi-Annual District Award Winner.

Semi-Annual Award winners will be recognized in the following manner:

- 1. The PE or QAR submitting the local winning nomination will receive \$100.00 from the overall program award for the competition period.*
- 2. All contractors nominated locally will receive a certificate and a letter of recognition from the District Engineer to honor their nomination. A copy of these letters will be furnished to their respective insurance and bonding companies for each competition period.*
- 3. The nominating PE/QAR who submitted the District semi-annual winning contractor will receive an additional \$250 from the overall program award for the competition period.*
- 4. The contractor chosen for the District semi-annual award will receive another letter from the District Engineer to recognize the District semi-annual award and a plaque to be presented at the Field Office Conference by the District Engineer or Chief Construction-Operations Division.*

5. *Annually, the SRB will select the Contractor of The Year Award who will be nominated for the "Division Commander's Safety and Occupational Health Awards" in accordance with Appendix C of CESAJR 385-1-1.*

6. *There may be a special plaque given for a Team Member (Government or Contractor), in recognition of a particular effort that resulted in preventing injury or significant property damage even though an accident may have occurred. Any Team Member can make nominations for this award at any time based on the merits of the particular action.*

SECTION IV

QUESTIONS AND ANSWERS

1. *“What will the write-up for nominating contractors include? Is there a format?”*

The write up will include contractor’s name, contract number, contract amount, and actual percent versus scheduled percent of work. It will also include a justification, which is to have information such as; man-hours, complexity and hazards associated with the work, innovation in his Safety Program to include training, his enforcement policy and effect, management and employee involvement and participation, and incentive programs. The minimum requirement is for the project to exhibit outstanding performance in the area of safety. However, merely completing a project without an accident does not constitute outstanding performance. The nominating contractor must clearly show that their safety program is aggressive and above what is normally expected. A format is being developed.

2. *“Who writes up the Cash Award justification? Where do the funds come from?”*

There will be an overall program cash award justification prepared semi-annually by the Chief of Construction or a designee.

Funds will come from special funding provided to Construction-Operations Division. It is estimated that it should not cost more than \$3,000 per year to fund this program and will be enough to cover all awards.

3. *“What kind of certificates will be sent to the contractors nominated? Who will write the letters of recognition? Who will send these letters?”*

Certificates to be sent to nominated contractors will have the same design and follow the same format as the ones given to employees for outstanding performance evaluations and which are also signed by the District Engineer. The letters of recognition will be prepared by the AE/RE/CSFO making the nominations. Letters will be routed through the SRB for the District Engineer’s signature. After signature, letters will be sent by the SRB.

4. *“Who will chair the Safety Review Board? Who will write letter to the winning contractor?”*

The Chief of Construction-Operations will be the chairman for the SRB. The letter to the winning contractor will be prepared by the AE/RE/CSFO who made the nomination. Letter will be routed through the SRB for the District Engineer’s signature. After signature, letter will be sent by the SRB.

5. *“Who will be responsible for the plaque? Who will present the plaque?”*

The plaque will be the responsibility of the Chief of Quality Assurance Section and will be presented by the District Engineer at the Field Office Conference. If the District Engineer is not present, the Chief of Construction-Operations Division will present the plaque.

6. *“Who will be responsible for the plaque given to the individual winning special recognition?”*

The plaque will be the responsibility of the Chief of Quality Assurance Section and will be presented by the District Engineer or Chief Construction-Operations Division at the Field Office Conference.

7. *“How will the Public Affairs Office be used in this program?”*

To give recognition to the winning PE/QAR, AE/RE/CSFO and contractor an article with pictures will be included in the Drawbridge.

8. *“Are the Resident Engineers part of the Safety Review Board?”*

Yes, however, the Antilles Construction Office has two Resident Offices under its jurisdiction. Only the Chief of the Antilles Construction Office is a member of the Safety Review Board since otherwise there would be a majority representing this office.

9. *“Does AE/RE/CSFO make the decision whether nomination for special recognition merits a plaque or does every nomination get a plaque?”*

The Safety Review Board will make the decision whether the nomination merits a plaque.

10. *"Where do the travel and per-diem funds come from?"*

The travel and per-diem funds will come from the office that the winning PE/QAR and/or the special recognition award winner is located. These funds are to cover travel and per-diem expenses for the winning PE/QAR and special recognition recipient to go to the field office conference and should be out of the local office travel budget.