



SAFETY INCENTIVE PROGRAM

PURPOSE

The Safety Award Program is designed to reward and encourage development of a proactive approach to working safely at all times. The program recognizes achievement of outstanding safety performance by the individual employee as it impacts the entire group in support of a zero incident culture.

ELIGIBILITY

All active, full-time Service Technicians are eligible to participate in the program. You must be employed with the company when the awards are distributed. The following criteria will be considered for your individual bonus:

INDIVIDUAL PREFORMACE

You are required to work safely and to complete the activities below as an employee of Tate Engineering. Failure to work safely or to complete required documentation may lead to disciplinary actions. Full, legible and timely completion of required documentation will be rewarded. The following activities/documents are required to be completed and or acknowledged or filed:

- 100% completion of all on line assigned training for the quarter
- Acknowledge review of all Toolbox Talks on Assessment FORM and file
- Attend all in-house training session for clients and Tate
- Review any posted self-training documents on the Safety Bulletin Board
- Complete Vehicle Inspections and attach to Assessment FORM
- As required - Pass gear inspection, participate in activity for the quarter
 - (i.e. preform bump test, glove inflator test, fall protection gear inspection, compressed gas compliance inspection, participation in fire drill etc.)
- As Required – Complete DVIR of PIT
 - (Copies must be kept on file at the branch)
- As Required – PERMITS Complete Hot Work, Confined Space, Energized Electrical Work Permits as required. Copies must be kept on file at the branch. When clients require Tate to use their permit, a copy of the completed permit must be obtained and kept on file at the branch.

AWARDS

All Awards will be in the form of dollars added to employee PNC card or to individual pay check. A total of \$200.00 is possible to be earned each quarter. Performance will be determined by Branch Service manager with assistance from the Safety Manager. Required documents must be received and completed in full and on file at the end of quarter to be considered.

PROBATION FROM THE PROGRAM

Employees may become ineligible to participate in the Safety Incentive Program if they; received disciplinary action based on an unsafe act, failed to report and incident, or failed to return documents/attend or complete training in a timely manner.



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MONTHLY SAFETY DOCUMENTATION ASSESSMENT

PRINT NAME: _____

BRANCH: _____ DATE: _____

WEEKLY TOOL BOX TALKS Instructions: Below, acknowledge your review of each tool box from the month, DO NOT ATTACH THEM. By initialing you agree to be held accountable to the training information presented to you on the monthly tool box talk.

I have reviewed and will comply with tool box talk training topic. **TOOL BOX #** _____ **INITIAL:** _____

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VEHICLE INSPECTION Instructions: Acknowledge/initial completion of Vehicle Inspections. Staple previous 3 months inspections to back of Assessment form.

INITIAL: _____

QUARTERLY REVIEW POSTING ON THE SAFETY BULLETIN BOARD Instructions: Review documents posted to the safety bulletin board for the quarter. By initialing you agree to be held accountable to the training information presented to you

INITIAL: _____

QUARTERLY COMPLETION OF ALL ASSIGNED SAFETY TRAINING: Instructions: Complete all on line assigned training in VIVID, attend client site training or Tate Safety Program Training for quarter.

INITIAL: _____