

PA Workplace Safety Committee Certification Program

Risk Control Services

Effective workplace safety committees are a proven tool to reducing workplace injuries and illnesses, as well as producing significant savings to employers. State Auto, in conjunction with the Pennsylvania Department of Labor and Industry, recognizes the importance of labor-management committees for workplace safety and detecting workplace hazards. Committees play an important part in workplace accident and illness prevention efforts and are essential to achieving continuous improvement in a safety program.

In Pennsylvania, through Acts 44 and 57, financial incentives have been created for employer-employee workplace safety committees. If the committee meets criteria set by the Department of Labor and Industry and is certified by the Pennsylvania Bureau of Workers Compensation, employers can receive a 5% premium policy reduction from their Workers Compensation carrier. To receive the discount, the certification must be annually renewed by the Bureau of Workers Compensation. More than 7,100 Pennsylvania employers have already saved over \$250 million in insurance premiums! Money that's now being used to expand businesses, hire more workers, buy new equipment and invest in safety programs.

What are the basic committee requirements?

- Committees must have a minimum of two employer and two employee representatives, meet monthly and be in operation for at least six full months.
- All committee members must be trained by qualified trainers in safety committee operation, hazard inspection and accident investigation.
- Committee meeting agendas, attendance lists and meeting minutes must be kept.

How do I apply for certification?

Once your committee is fully operational and six months of safety committee meeting documentation is available, you are ready to apply for certification. Complete and submit an application to the Pennsylvania Bureau of Workers Compensation Health and Safety Division for review between 30 and 90 days in advance of your workers compensation policy renewal date. You will receive a notification if you have been approved or if there are areas where additional information is needed.

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How can State Auto assist me?

State Auto's loss control representative can assist you with your safety committee efforts by:

- Assisting with the development of written safety committee policy and procedures that meet state requirements, but are tailored to the needs of your operation.
- State Auto has qualified accident and illness prevention service providers that can provide safety committee members with required training in hazard inspection, incident investigation and prevention and safety committee operation.

For more information about this topic or other loss control products and services available from State Auto, contact your loss control representative or Steve Blankenship, vice president, director of risk management at (614) 464-4837.

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