

RULES OF SAFETY CONTEST

MIDWEST FOOD PROCESSORS ASSOCIATION

(Effective January 1, 2004)

Employer-units of all processor members are eligible to participate regardless of product(s) packed. Participation will be by employer-units and not by companies. If operation of a participating employer-unit is acquired by another processor member, the contest reports for that unit will continue with no change except for that change in name. The term "employer-unit" includes food processing plants and other established payroll units of processor members devoted primarily to growing, processing and/or distributing food products.

Each calendar year will constitute a separate contest, except that awards for 1,000 days or 1,000,000 hours without an OSHA Lost Workday Case and for Greatest Improvement will be based on prior years, as well as, the current calendar year. The calendar year covers the contestant's regular payroll periods ending in that calendar year.

Each participating employer-unit will submit to the association office by the 15th day of each month, either via a *Safety Contest Report Form* or via the internet, total employee-hours and the number of OSHA Recordable Incidents, as well as, the number of OSHA Lost Workday Cases, for payroll periods ending during the preceding month. Information shall be based on the OSHA 300 Log and Rules, except as modified by these rules. Corrections may be made in reports of previous months except that no correction may be made after February 15, of the following year.

"Employee-hours" is the total number of hours worked (Do not include vacation time, sick days or holidays) by all employees in the employer-unit. If hours cannot be calculated from payroll or time-clock records, they may be estimated by multiplying the total employee-days worked by 8 hours. In the case of salaried employees, 200 hours may be used for each full month of employment. "OSHA Recordable Incidents" are the total number of cases recorded in column A of the OSHA 300 Log. "OSHA Lost Workday Cases" are the numbers recorded in Column H of the OSHA 300 Log.

Participating employer-units will follow their customary practice as to what employees are considered to be on the payroll of an established payroll unit. Where an employee normally works in more than one unit or is loaned temporarily to another unit, it is necessary merely that the participating employer-unit follow a consistent policy of reporting the employee's OSHA Recordable Incidents and OSHA Lost Workday Cases for the same unit where his or her hours are reported.

The association will issue monthly summaries showing the monthly and cumulative OSHA Incident Rate and OSHA Lost Workday Cases Rate for each employer-unit.

Awards in the contest will be made as follows:

- I. The employer-unit with under 75,000 employee-hours having the lowest OSHA Recordable Incident rate;
- II. The employer-unit with 75,000 or more, but less than 150,000 employee-hours, having the lowest OSHA Recordable Incident rate;
- III. The employer-unit with 150,000 or more, but less than 250,000 employee-hours, having the lowest OSHA Recordable Incident rate;
- IV. The employer-unit with 250,000 or more, but less than 400,000 employee-hours, having the lowest OSHA Recordable Incident rate;
- V. The employer-unit with 400,000 or more employee-hours, having the lowest OSHA Recordable Incident rate.

An Honor Roll will be recognized as follows:

- I. Employer-units with under 75,000 employee-hours having OSHA Recordable Incident rates within the lowest one-third of the rates of participating employer-units in that size category;
- II. Employer-units with 75,000 or more, but less than 150,000 employee-hours, having OSHA Recordable Incident rates within the lowest one-third of the rates of participating employer-units in that size category;
- III. Employer-units with 150,000 or more, but less than 250,000 employee-hours, having OSHA Recordable Incident rates within the lowest one-third of the rates of participating employer-units in that size category;
- IV. Employer-units with 250,000 or more, but less than 400,000 employee-hours, having OSHA Recordable Incident rates within the lowest one-third of the rates of participating employer-units in that size category;
- V. Employer-units with 400,000 or more employee-hours, having OSHA Recordable Incident rates within the lowest one-third of the rates of participating employer-units in that size category.

Special Awards will be made to:

- I. Employer-units with 1,000 days without an OSHA Lost Workday Case.
- II. Employer-units with 1,000,000 employee-hours without an OSHA Lost Workday Case.
- III. Employer-unit showing greatest improvement calculated on the following basis:
 - A. For each employer-unit, the OSHA Incident rate for each of the last three years will be compared to it's OSHA Incident rate for the fourth to the last year.
 - B. The difference for each year will be expressed as a plus or minus, and the three differences combined.

The employer-unit showing the greatest minus total on this basis will be considered to have made the greatest improvement, provided, however, that the same employer-unit will not be given this award more often than once in three years.