

RESOLUTION NO. 2015-11

**APPROVING THE REVISED
EMPLOYEE SAFETY AND LOSS PREVENTION INCENTIVE PROGRAM**

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MID-PENINSULA WATER DISTRICT

WHEREAS, the existing Employee Safety and Loss Prevention Incentive Program was approved by the Board of Directors on March 28, 2013; and

WHEREAS, the program has enhanced safety awareness and the District has not suffered any workplace injuries or illnesses or lost days at work since the program's inception; and

WHEREAS, the District has not suffered any significant workplace losses since the program was approved; and

WHEREAS, Management and staff developed the following objectives for the Employee Safety and Loss Prevention Incentive Program:

- Enhance Employee safety awareness;
- Promote a safe working environment;
- Prevent lost time from work;
- Prevent loss to and/or damaged MPWD equipment and property; and
- Encourage positive employee participation; and

WHEREAS, Management and staff created for each Employee the following goals for the revised Employee Safety and Loss Prevention Incentive Program to distinguish between the opportunities for minimum and maximum participation based upon the Employee's initiative:

1. Attend 90% of organizational safety meetings.
2. Report a minimum of two (2) safety observations each month. Four (4) safety observations reported each month earns the maximum incentive.

3. Make one safety/loss prevention presentation or demonstration per calendar year at an organizational safety meeting. The maximum incentive is earned with a presentation originally developed or created by Employee.
4. Prevent accidents.
5. Prevent incidents of any kind (e.g., property or equipment loss/damage, environmental, etc.); and

WHEREAS, the measurement period will be the MPWD fiscal year—July 1st through June 30th; and

WHEREAS, for minimum program participation an employee will receive one-time incentive pay up to a total of \$300 (payable by July 31st) if the minimum measurable Goals 1, 2, and 3 of the program are achieved. \$100 will be earned for each measurable goal achieved; and

WHEREAS, for maximum program participation an employee will receive one-time incentive pay up to a total of \$500 (payable by July 31st) if the maximum measurable Goals 1, 2, and 3 of the program are achieved. \$100 for 90% attendance at Safety Meetings; \$200 for four (4) reported Safety Observations each month; and \$200 for a presentation originally developed or created by the employee; and

WHEREAS, there are no program penalties for accidents or incidents, unless they are intentional or determined by the General Manager to be repeated safety violations; and

WHEREAS, the Safety and Loss Prevention Incentive Program is attached as Exhibit "A," including the program elements.


NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Mid-Peninsula Water District hereby approves the revised Employee Safety and Loss Prevention Incentive Program.

REGULARLY PASSED AND ADOPTED this 25th day of June 2015, by the following vote:

AYES: *Directors Vella, Warden, Stuebing, Linvill*

NOES: *Ø*

ABSENT: *Director Zucca*



President, Board of Directors
Mid-Peninsula Water District

ATTEST:



Secretary

