

RESOLUTION NO. 2019-19

**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 revised on June 25, 2015; and

WHEREAS, the program has enhanced safety awareness and the District has not suffered any significant workplace injuries or illnesses or lost days at work since the program's inception and approval; 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 an additional goal as an opportunity for each Employee to develop and present an SOP (Standard Operating Procedure) to further enhance knowledge and awareness of MPWD operations and services, and further agreed to increased incentives for the revised Employee Safety and Loss Prevention Incentive Program, including distinguishing 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. Develop and present or demonstrate one SOP (Standard Operating Procedure).
5. Prevent accidents.
6. 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 incentive pay up to a total of \$500 (payable by July 31st) if the minimum measurable Goals 1, 2, and 3 of the program are achieved; and

WHEREAS, for maximum program participation an employee will receive incentive pay up to a total of \$1,000 (payable by July 31st) if the maximum measurable Goals 1, 2, 3, and 4 of the program are achieved; 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 26th day of September 2019 by the

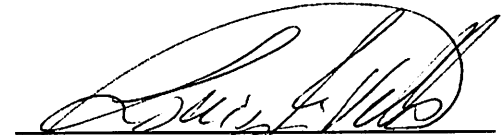
following vote:

AYES: *Director Warden, Wheeler, Schmidt, Zucca, Vella*

NOES: *Ø*

ABSENCES: *Ø*

ABSTENTIONS: *Ø*

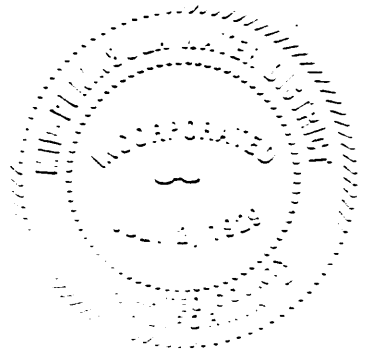


President, Board of Directors
Mid-Peninsula Water District

ATTEST:

Candace R. Pina

Secretary



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