

APPENDIX C
SAFETY AND OCCUPATIONAL HEALTH AWARDS

1. Purpose. The purpose of the appendix is to recognize exemplary achievement in Safety and Occupational Health. It is applicable to all activities performed by government or contractor personnel within this District.

2. Reference.

a. AR 672-74

3. Policy. The District Commander's Safety and Occupational Health Awards provide recognition for significant safety and occupational health program achievement in the Buffalo District. Individuals are recognized for outstanding achievements and contributions to efficiency, economy, and/or improvement of agency operations through accident prevention.

4. Types of Awards and Criteria.

a. Certificate of Merit for Safety (DA Form 1118).

(1) Certificate may be presented to an office, branch, section, or group of employees based on completion of one year of accident-free experience or an outstanding contribution to the District Safety and Occupational Health Program.

(2) May be presented after completion of one year of accident-free experience to individual operators of motor vehicles, floating plant, motorboats, other mechanical equipment, and to individuals who make outstanding contributions to the District SOH Program. Examples are performing a life saving act, development of a new safety SOP.

(3) May be used as a Contractor Safety Award to recognize contractors and CE inspectors for completing a quality and timely job without a recordable accident. Recommendations for this award will be submitted by the COR to SOHO on a memorandum at the project completion.

(4) Supervisors may submit nominations by memorandum to SOHO as appropriate for instant recognition. Memo should provide name(s), office or address, period to be recognized, and a brief description of accomplishment(s) to be recognized to include contract number and description. A certificate will be prepared by SOHO and signed by the District Commander. Once signed, appropriate presentation will be made.

c. Incentive Award (DA Form 2443).

(1) Award may be presented to motor vehicle operators (operating more than 10000 miles per year), floating plant personnel, survey crews, lock and dam personnel or to other deserving personnel upon completion of three consecutive accident-free years of work. Refer to Table below for monetary award scale.

(2) Employees' immediate supervisor is responsible for initiating nomination on DA Form 1256 through the district chain of command to SOHO by 10 December each year. Nomination must include justification statement, job description, and citation for certificate (DA Form 2443).

(3) Monetary award can progress each consecutive year up to ten years. Monetary award for consecutive years of accident-free performance after ten years, will stay at ten year scale.

(4) A lost time or property damage accident places employee back to year one on the Table.

MONETARY AWARD TABLE

YEARS:	SCALE:
1	Certificate
2	Certificate
3	up to \$100 & certificate
4	up to \$150 & certificate
5	up to \$200 & certificate
6	up to \$250 & certificate
7	up to \$300 & certificate
8	up to \$350 & certificate
9	up to \$400 & certificate
10	up to \$400 & certificate

d. Commander's Safety and Occupational Health Performance Award (Government). This annual award is presented in the form of a Commander's plaque to an office with the best government safety and occupational health record in the District. Nominations must be received in SOHO by 10 December each year for review by the SOH Committee. The committee will submit its recommendations to the Commander for his approval. Nominations will contain the following information:

(1) Name of Office and person in charge.

(2) Period of time covered by award.

(3) Man-hours of exposure.

(4) Amount and number of property/equipment/vehicle damage losses.

(5) Nature of work activities, major hazards, safety program effectiveness, cooperativeness, number and content of office safety meetings, special initiatives in safety and occupational health, training, and any other pertinent information necessary to provide a sound justification as the overall assessment of the office's safety program accomplishments.

(6) Review.

(a) Upon receipt of the nominations, SOHO will review each nomination to verify each meets above requirements. Nominations failing to meet requirements will be returned to nominating official for revision.

(b) Nominations meeting requirements will be forwarded to the District Safety and Occupational Health Committee for consideration. The committee will review all award nominations and submit its recommendations to the District Commander for final action.

(7) Approval. The approving official for this award is the District Commander. Award will then be presented at an appropriate ceremony.

6. Responsibilities:

a. The Safety and Occupational Health office will send out reminders to all district elements in sufficient time to allow supervisors to meet deadlines.

b. Staff Chiefs and Area/Resident Engineers will give full support to the program and encourage full utilization of award program.

c. Supervisors will review employee performance and submit full documentation to support award nominations.