

Special  
points of in-  
terest:

- Service changes at ADP Screening and Selection that might affect you.
- Does the safety training in your orientation do the job?
- Refresh your drivers on the hazards of winter driving.

**Inside this issue:**

Safety Orientations	2
ADP Product Announcement	3
Winter Driving Tips	3
Globally Harmonized System	4
New Members	4



Occupational Hazards, June 2003, Sandy Smith

# Quarterly Update

4th Quarter

2011

## Safety Incentive Program for this new year?

We all have our own opinion about safety incentive, reward or recognition programs. An incentive program is only one small part of your overall safety efforts. In theory, remaining injury free should be personal motivation enough to work safely. However, rewards and recognition will increase safe behaviors and will motivate your people to participate in your safety activities. As you consider a program for your employees in the upcoming year, here are a few things to remember about program design.

### Do Incentives Work?

According to the results of a study conducted by the Society of Incentive and Travel Executives (SITE) Foundation, the answer to the question "Do incentives work?" is a resounding "yes." The study is the most comprehensive examination ever undertaken of the \$27 billion incentive industry. One of the key findings revealed that only 8 percent of the workers surveyed would have achieved their goals without an incentive program.

### Other interesting findings:

- ◆ Incentive programs aimed at individual workers increase performance by 27 percent.
- ◆ Programs aimed at teams increase performance by 45 percent.
- ◆ Incentive programs have an equal, positive impact on quality and quantity goals.
- ◆ Incentive programs structured with employee input work best; however, only 23 percent of incentive systems were selected with employee input.
- ◆ Long-term incentives are more powerful than short-term (44 percent gain vs. 20 percent gain).

### Why Just Safety?

While it is important to support your safety program goals for the year through the use of an incentive program aimed at employees, why limit the program to that one measure? Your safety incentive can be part of other incentives you might already be offering. Or, think about including some of these other employee driven metrics in the mix.

- Absenteeism
- Turnover
- Product waste
- Safety suggestions
- Training attendance
- Sales/retention

### If Not Injury Statistics, What?

Try to base your program on something other than injury statistics or remaining injury-free. While reducing or eliminating injuries is the obvious goal for any safety effort, it is one measure, not the program or what you need to do to achieve the goal. Base your incentive on the activities that support your safety program. Measure things like safety meeting attendance, safety training attendance, safety suggestion submission, remaining traffic citation free, or giving the weekly safety talk at the branch meeting. If the sole measure for your program is "no accidents" you are sending the message, we don't care how you achieve it, just don't get injured. Another pitfall to making your only criteria "no accidents" is that you will lose the interest of a good number of your employees as time passes and they become ineligible.

By making your program activities based, you avoid some of the common problems such as under reporting, and the "luck" factor. There is nothing worse than watching a co-worker who continually breaks the rules or takes risks, win a safety award because he has just been lucky and not been injured. Luck runs out and this employee will eventually get injured or cause an injury, not to mention the poor example he has set for others in your workforce in the meantime.

An accident-free workplace has a good sound safety program that is part of the company culture. Safety is integrated into daily business rather than "tacked on" at the end should we have time. An incentive program is not a safety program; it should just support and enhance your good basic safety program.

The main reason for a motivational program is to encourage your employees to pay attention to your safety program. Don't forget how motivating it is for all of us to just receive a simple "Thanks" or some kind of public acknowledgment among our peers for a job well done.

When you are ready to implement your safety incentive or need help on your basic safety plan, please contact me. Linda Midyett, Loss Prevention Manager; 972-663-6199, linda\_midyett@ajg.com.

# Safety Orientation: First Step to Reducing Workplace Accidents

A big welcome to our new members:

Bug-Out Service, Inc.  
Jacksonville, FL

Forshaw Distribution, Inc.  
Charlotte, NC

Allgood Pest Solutions  
Duluth, GA

Alabama Professional Services, Inc.  
Birmingham, AL

Did you know you get free Motor Vehicle Reports on your drivers or prospective hires when you insure your fleet with PestSure?



PestSure is now on Facebook and Twitter! Keep up with the latest on PestSure by [liking us](#) on Facebook and [following us](#) on Twitter!



Mr. James Sargent of Copesan, Mr. Todd Burke of PestSure, and Mr. and Mrs. Mark Sheperdigian of Rose Pest Solutions at PestWorld 2011



As an employer, you expect new hires to make some mistakes. It comes with the territory. Those mistakes may result in lost productivity, but employees usually learn valuable lessons from them.

Some mistakes, however, don't include a second chance. Approximately 27 percent of job-related fatalities involve employees who have been on the job for less than 90 days, according to a recent Texas Mutual® claim analysis. That's why workplace safety should be a key component of every new employee's orientation.

"The first few days and weeks on the job are the most critical for safety training," said Dennis Hof, Texas Mutual® safety coordinator. "If new employees start practicing unsafe work behaviors early, those habits can be hard to break. The key is to teach them to do their jobs safely before you let them start working."

A good safety training program meets regulatory requirements and prepares new workers for the unique hazards they will face on the job. It can also be a good refresher course for current workers who take on new tasks.

Include hands-on demonstrations of personal protective equipment, the safety features on machines, and the safest way to perform each task. Ask employees to repeat the procedure until you are confident they can do it.

Supervisors should allow employees to adapt at their own pace. If your employees do not understand a procedure, encourage them to ask questions.

Every employee should trust that management will not reprimand them for reporting unsafe conditions or asking questions. Earning this kind of trust requires actions. If management demonstrates a commitment to safety, new employees are likely to follow their lead. Likewise, experienced workers can team up with new employees to help them correct unsafe behaviors before they become bad habits.

Safety training is an ongoing process at Texas Mutual Insurance Company. Hof follows up throughout the year with ergonomic evaluations, safety inspections, and other activities that reinforce the importance of a safe work environment.



## WINTER DRIVING REMINDERS

Here are a few things everyone can do to reduce the chance of having an accident this winter.

**Before you drive**  
A little preparation can go a long way toward preventing driving accidents this winter:

**Check tread depth.** Replace tires when tread depth is less than 1/16 of an inch or the wear bars show. Insert a penny into the tread head first. If you see space above Lincoln's head, it is time for new tires.

**Inspect windshield wipers.** If they feel stiff, or if they chip or leave streaks, replace the rubber.

**Be prepared.** Put windshield scrapers, small brooms for ice and snow removal, and kitty litter in your vehicle.

**Fill the windshield washer reservoirs.** Use washer fluid that includes ammonia for cutting grease and detergents that reduce the possibility of freezing.

**Plan your trip.** Plan to slow down, leave early or reschedule appointments.

**Buckle up.** Make sure that everyone wears their seat belt and that child safety seats are installed properly.

**Know what you're getting into.** Call the Department of Transportation or visit the National Weather Service at [www.nws.noaa.gov](http://www.nws.noaa.gov) for nationwide weather.

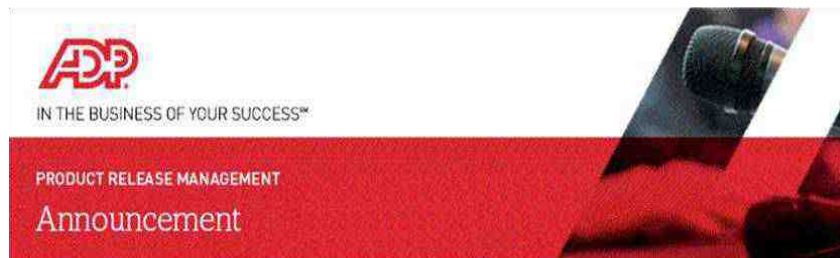
**During your drive**  
Stay home during hazardous conditions if possible. If you have to leave the house:

**Eliminate distractions.** Turn off the radio, cell phone and other distractions. Ask your children to be quiet so you can concentrate on the road.

**Pay attention.** Slow down, and pay attention to the way your tires grip the road. This gives you an early warning about slippery surfaces. Watch for standing water and shiny layers of slippery ice.

**Keep a safe following distance.** On slick roads, keep at least five seconds between you and the car in front of you.





ADP Screening and Selection Services has developed a new screening solution to replace our existing Order Builder, CrimLink and CrimLink + National Sex Offender Registry products. This new solution, named Smart Scan, will simplify your ordering workflow, and will recommend county court searches that will provide you with actionable screening information to help you order a more thorough background screen and make more informed hiring decisions.

Our new Sex Offender Registry Search\* product will provide you with the breadth of search that a multi-jurisdictional database offers, with the targeted results of a state-based search.

**Highlights**

**Smart Scan** will compare your candidate’s information against identifiers found in a proprietary database that contains, among

other things, address history, utility records and criminal history, to assist in building a more thorough background screen.

Smart Scan will not produce a report. It will identify locations where a criminal court search is recommended based on past residences and other potential public records.

**Timely Recommendations** – the majority of Smart Scan county recommendations are provided within minutes. There may be times when there is a delay in displaying Smart Scan results due to a number of factors, including periods of high volumes, orders placed outside of normal business hours and quality assurance checks.

As an existing ADP client, you will not pay more for the Smart Scan product – your pricing will remain unchanged.

If you currently have a screening package that includes CrimLink without county court records, a single county court record will be added to your package at no additional charge for at least the first 30 days.

New Sex Offender Registry Search\* – for any of your screening packages that included the CrimLink + National Sex Offender Registry search, you will now see the new multi-jurisdictional sex offender registry search in its place.

Question	Response
Why did ADP stop providing CrimLink and CrimLink + National Sex Offender Registry?	<ul style="list-style-type: none"> <li>Our goal is to continue to develop products that provide more actionable information to our clients. We are continuously updating, supplementing and improving our product offering based on client feedback, changing industry standards and improved technology.</li> </ul>
Why is Smart Scan better?	<ul style="list-style-type: none"> <li>In addition to the county searches recommendations based on the information you provide, Smart Scan may recommend additional county court searches after matching identifiers to your candidate based on past residences and other potential public records.</li> <li>Smart Scan enables you to conduct a more thorough background search by recommending county searches that are more likely to have records pertaining to your candidate.</li> </ul>
Why can it take longer to get the Smart Scan recommendations?	<ul style="list-style-type: none"> <li>Delays in displaying Smart Scan results can be due to a number of factors, including periods of high volumes, orders placed outside of normal business hours and quality assurance checks.</li> </ul>
Why don't I receive an instant report like I did with every CrimLink order?	<ul style="list-style-type: none"> <li>Smart Scan is designed to enhance the ordering process by identifying and recommending county court searches based on quality potential matches. Information is gathered from multiple sources and searches are recommended. Once those quality county level searches are performed, a final report will be produced. That level of quality information is only available at the end of the process.</li> </ul>
Can I keep CrimLink?	<ul style="list-style-type: none"> <li>As part of this ongoing effort, products are discontinued from time to time. The CrimLink product will be discontinued.</li> </ul>
How will this change impact my cost?	<ul style="list-style-type: none"> <li>The CrimLink product will simply be replaced by the new Smart Scan product. There will be no additional cost to you for the Smart Scan product. If you currently have a screening package that includes CrimLink without county court records, a single county court record will be added to your package at no additional charge for at least the first 30 days.</li> </ul>
Why didn't my price decrease now that I am no longer getting CrimLink and the CrimLink report?	<ul style="list-style-type: none"> <li>Smart Scan will replace your CrimLink product providing streamlined information to recommend county court searches. Although a report is not generated, valuable information is being gathered and presented to you to assist you in ordering a more thorough background screen on a candidate.</li> </ul>
Why were these specific counties recommended for my candidate?	<ul style="list-style-type: none"> <li>In addition to the information you provide, credit header data, utility companies and other sources provide data indicating where your candidate may have lived and/or where other public records may possibly be found. Using multiple identifiers, Smart Scan will recommend county court searches based on where your candidate may have lived and/or where other public records may possibly be found. For an even more thorough background screen, you may always run additional background searches based on your own screening policies, if you so choose.</li> </ul>

**Important Dates**

Tuesday, November 29th – Smart Scan and the Sex Offender Registry\* will be available and included in your package.

**Important Information and Special**

**Directions**

CrimLink, CrimLink + National Sex Offender Registry and Order Builder products will no longer be available as part of your package or in your a la carte ordering menu. We will automatically upgrade your package to include Smart Scan. No action is required on your part.

If you should encounter any problems when ordering, have any questions regarding the new product, or want to provide direct feedback about your experience, please contact our dedicated support line for Smart Scan at 855-351-6603. All other inquiries should be directed to the Solution Center at 888-606-7868.



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## New Member

We have added a new insured to the program! Since 1961, the motto at Forshaw Inc. has been "Our success depends on the success of those we serve." The foundation of Forshaw has been built on providing everything PMPs need - including the chemicals, equipment and safety supplies - to successfully complete their job. Please welcome Forshaw Inc. to PestSure effective 12-1-11.



# LOSS CONTROL

## OSHA Hazard Communication

OSHA has issued a final rule effective August, 2011 to modify the current Hazard Communication Standard (HCS) to align with the provisions of the Globally Harmonized System of Classification and Labeling of Chemicals (GHS). The primary benefit of the GHS is to increase the quality and consistency of information provided to workers, employers and chemical users by adopting a standardized approach to hazard classification, labels and safety data.

OSHA's proposal to adopt the GHS will not change the framework and scope of the current HCS but will help ensure improved quality and more consistency in the classification and labeling of all chemicals. This will enhance worker comprehension, resulting in appropriate handling and use of chemicals. The harmonized format of the safety data sheets will enable workers to access the information more efficiently.

### THE MAJOR CHANGES

#### 1 • HAZARD CLASSIFICATION

Provides specific criteria for classification of health and physical hazards, as well as classification of mixture

#### 2 • LABELING

Chemical manufacturers and importers will be required to provide a label that includes a harmonized signal word, pictogram, and hazard statement for each hazard class and category. Precautionary statements must also be provided.

#### 3 • SAFETY DATA SHEETS (SDS)

The new SDS, replacing the Material Safety Data Sheets (MSDS), will now have a specified 16-section format.

- |  |                                   |
|--|-----------------------------------|
| 1. Product & Company Identification        | 9. Physical & Chemical Properties |
| 2. Hazards Identification                  | 10. Stability & Reactivity        |
| 3. Composition/Information on Ingredients  | 11. Toxicological information     |
| 4. First Aid Measure                       | 12. Ecological information        |
| 5. Fire Fighting Measures                  | 13. Disposal consideration        |
| 6. Accidental Release Measures             | 14. Transport information         |
| 7. Handling & Storage                      | 15. Regulatory information        |
| 8. Exposure Controls / Personal Protection | 16. Other information             |

#### 4 • INFORMATION AND TRAINING

HCS will require that workers are trained to facilitate recognition and understanding of the new labels and safety data sheets. Below are the key program elements that affect your operations depending if you are a product manufacturer (containing hazardous chemicals) or user or both:

- Revise criteria for classification of chemical hazards
- Revise labeling provisions that include requirements for use of standardized signal words, pictograms, & hazard statements
- Develop new format for " Safety Data Sheets " SDS" formerly known as Material Safety Data Sheets (MSDS)
- Request new Safety Data Sheets (SDS) from your chemical manufacturers/suppliers
- Provide training for employees on New Labels and Safety Data Sheets
- Provide new labels on " secondary containers" for in-house use
- Revise your written Hazards Communication Program to reflect the above changes

**GHS Label Elements**  
Product Name or Identifier  
(Identify Hazardous Ingredients, where appropriate)\*



Signal Word

Physical, Health, Environmental  
Hazard Statements

Supplemental Information

Precautionary Measures & Pictograms

● ●  
First Aid Statements

Telephone Number

