

**TWENTY-NINTH ANNUAL**

**National AGC Safety Awards**

**TO:** Chapter Executives

 Chapter Safety Professionals

**FROM:** Nazia Shah

 Director

 Safety and Health Services

**SUBJECT: 29th Annual National AGC Safety Awards (NASA)**

**DATE: December 3, 2018**

 BOTTOM LINE

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| The Associated General Contractors of America (AGC) announces its Twenty-Ninth Annual National AGC Safety Awards (NASA) Program. The deadline for submission of your Chapter entries to AGC is **February 15, 2019**. |

The National AGC Safety Awards (NASA) program has been an ongoing effort since 1991 to offer AGC members an opportunity to evaluate their safety record. NASA compares an AGC member’s safety record with other AGC members according to the member size and construction type. Additionally, NASA provides a great opportunity for members who have excellent safety records to compete for nationally recognized awards.

**Eligibility**: AGC members must have participated in the NASA program for three consecutive years to be eligible for an award. This means a member must have participated in the program for the years **2016, 2017, and 2018** to be eligible to receive an award in 2019.

**How to Enter**: A Chapter must submit an entry on behalf of the AGC member company. Each chapter will be e-mailed an electronic application form on **January 3, 2019**. The application must be completed by the Chapter and e-mailed to Nazia Shah at nazia.shah@agc.org no later than **February 15, 2019**. A sample member participation form is located on page 6.

**Award Categories**: NASA has two award categories, AGC Chapter Safety Awards and AGC Member Awards.

**AGC Chapter Safety Awards**: The Chapter Safety Awards are based on a weighted average of participation and the overall incidence rate of the Chapter’s members. Each Chapter is divided into four size categories:

* Less than 50 members;
* 50-100 members;
* 101-200 members; and
* Over 200 members.

The first place winners for each division will receive plaques and the second and third place winners will receive Certificates of Excellence.

**AGC Member Awards**: The Member Awards are given to members who have a zero-incidence rate or who have an incidence rate 25 percent below each occupational division’s average (AGC divisions include: Building, Highway, Federal & Heavy, Utility Infrastructure, and Associate/Specialty).

* AGC provides awards to members who have participated in the awards program for three consecutive years and have a zero-incidence rate – **Certificate of Commendation.**
* AGC provides awards to members who have participated in the awards program for three consecutive years and have an incidence rate below 25 percent of their division rate – **Certificate of Commendation.**

**Award Distribution**: AGC will send all awards to the Chapter for distribution at Chapter events.

Enclosed is the NASA Program package. The package contains:

* NASA Chapter Instructions;
* NASA Program Description;
* NASA Participant Form; and
* AGC Chapter Code List.

AGC recommends collecting the completed NASA participant forms and completing the electronic application by **February 8, 2019** to submit to AGC of America no later than **February 15, 2019.** Applications received after the February 15th deadline will be submitted for future awards but will not be eligible for an award in 2019. Please contact Nazia Shah at nazia.shah@agc.org or (703) 837-5409 with any questions or comments.

**29th Annual National AGC Safety Awards**

#### Chapter Instructions

1. Confirm that you have received your electronic application form (an excel spreadsheet) by **January 11, 2019**.
2. Prepare a mailing to your members to include:
	* NASA Program Description;
	* NASA Participant Form; and
	* AGC Chapter Code List.
3. Collect all completed NASA participant forms, or collect the necessary information for the electronic application form from your chapter participants.
4. Ensure that all NASA participant forms are completed with the following information:
	* Chapter Code and Name;
	* Company Name;
	* AGC Member ID Number;
	* Contact Person:
	* Division Participation;
	* Sections G, H, I, and J of the OSHA 300A Form; and
	* Company Work Hours.

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| **Chapter contacts must verify that the information - AGC ID, company name, address - listed for each of their members is correct before submitting the electronic application. If information is missing or incorrect, please contact Nazia Shah at** **nazia.shah@agc.org** **or (703) 837-5409 to update the records before submitting the application**. |

1. Submit the NASA electronic application, for your Chapter, to AGC no later than **February 15, 2019**.

**29th Annual National AGC Safety** **Awards**

#### Program Description

**Why You Should Participate:** The National AGC Safety Awards (NASA) program has been an ongoing effort since 1991 to offer AGC members an opportunity to evaluate their safety record. Participating members receive a confidential printout to compare their company's safety statistics with similar size and type AGC members both locally and nationally. NASA provides a great opportunity for members with excellent safety records to compete for nationally recognized awards. Additionally, this information can be used to assist in determining if additional accident prevention and loss-control measures are necessary.

**Who Can Participate:** AGC members **with direct-hire, job-site craft labor** are eligible to compete in the following categories:

* Building
* Federal & Heavy
* Highway
* Utility Infrastructure
* Associate/Specialty

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| **If members wish to compete in more than one category, they are required to separate their safety statistics and work hours by category.** |

**How the Program Works:** This program is similar to the Bureau of Labor Statistics and Occupational Safety and Health Administration (BLS‑OSHA) recordkeeping systems. The completed OSHA Form 300A Summary of Work-Related Injuries and Illnesses provides the information needed for participation in the NASA Program.

The data is tabulated to produce total lost workday case incidence rates (excluding restricted workdays). The formula for computing “incidence” is structured to multiply the incidence cases involving days away from work (N) times 200,000. The resulting product is then divided by the work hours of exposure (WH). The formula is the days away case incidence rate.

**Days Away, Case Incidence Rate =** **N x 200,000**

 **WH**

WH is the number of work hours for the calendar year **2018** (including office hours). N is the number of days-away-from-work cases, which represents the number of cases resulting in days away from work, but does not include job transfer or restricted activity. N is obtained from the total amount of entries recorded in section (H), total number of cases with days away from work, of the OSHA form 300A.

**29th Annual National AGC Safety** **Awards**

#### Program Description continued

**What a Chapter Must Do to Participate:** Collect the completed NASA participant forms and complete the electronic application form. Submit the electronic application to Nazia Shah at nazia.shah@agc.org no later than **February 15, 2019**. Electronic applications received after the February 16th deadline will be submitted for future awards but will not be eligible for an award in 2019.

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| **Chapter contacts must verify that the information - AGC ID, company name, address - listed for each of their members is correct before submitting the electronic application. If information is missing or incorrect, please contact Nazia Shah at** **nazia.shah@agc.org** **or (703) 837-5409 to update the records before submitting the application**. |

**What a Member Must Do to Participate:** AGC members will receive a NASA participant form or application from their AGC Chapter. Transfer the appropriate information from the OSHA form 300A, including the work-hour data, to the NASA participant form or application and provide it to your local Chapter by **their deadline.**

**Award Distribution:** AGC will send all awards to the Chapter for later distribution.

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#### Participant Form

Complete your OSHA form 300A “Summary of Work-Related Injuries and Illnesses” for **2018**.

Review your OSHA form 300A and note:

* Section (G) “Total number of deaths”;
* Section (H) “Total number of cases with days away from work”;
* Section (I) “Total number of cases with job transfer or restriction”;
* Section (J) “Total number of other recordable cases”; and
* Employment Information “Total hours worked by all employees last year”.

Report your company’s numbers from the OSHA form 300A – section (G), section (H), section (I), section (J) and work hours – to your AGC Chapter contact person, via e-mail, telephone, fax, or mail.

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| **If you would like to compete in more than one division, you are required to separate your safety statistics and work hours accordingly.** |

Chapter Code and Name (see Chapter Code List below):

AGC Member ID Number (contact Chapter if unsure):

Company Name (as it should appear on the award):

Contact Person (Name and Phone Number):

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| **AGC Division/****Construction Type** | **OSHA Form 300A Data** |
| **(G)** | **(H)** | **(I)** | **(J)** | **Total Hours Worked** |
|  |  |  |  |  |  |
| Building |  |  |  |  |  |
|  |  |  |  |  |  |
| Highway |  |  |  |  |  |
|  |  |  |  |  |  |
| Federal & Heavy |  |  |  |  |  |
|  |  |  |  |  |  |
| Utility Infrastructure |  |  |  |  |  |
|  |  |  |  |  |  |
| Associate/Specialty |  |  |  |  |  |

#### 29th Annual National AGC Safety Awards

## Chapter Code List

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| --- | --- |
| 01A | Alabama AGC |
| 02A | AGC Of Alaska |
| 03A  |  Arizona Chapter |
| 03B | Arizona Builders' Alliance |
| 04A | Arkansas Chapter |
| 05A | AGC of California |
| 05B | San Diego Chapter |
| 06A | Carolinas AGC |
| 07A | AGC of Colorado Building Chapter |
| 07B | Colorado Contractors Association |
| 08A | AGC of Connecticut |
| 09A | Delaware Contractors Association |
| 10A | AGC of Metropolitan Washington DC |
| 11B | South Florida Chapter-AGC |
| 11E | Florida East Coast Chapter-AGC |
| 12A | AGC Georgia |
| 13A | General Contractors Association of Hawaii |
| 14A | Idaho AGC |
| 15A | Chicagoland AGC |
| 15B | Northern Illinois Bldg Contrs Assn |
| 15C | AGC of Illinois |
| 15D | Southern Illinois Builders Assn |
| 15E | Central Illinois Builders of AGC |
| 16A | Indiana Constructors, Inc. |
| 16C | AGC-Indiana |
| 17A | AGC of Iowa |
| 17B | Master Builders of Iowa |
| 18A | AGC of Kansas |
| 18B | Kansas Contractors Association |
| 19B | AGC of Kentucky |
| 19C | AGC of Western Kentucky |
| 20E | Louisiana AGC |
| 21A | AGC of Maine |
| 22A | Maryland AGC |
| 23A | AGC of Massachusetts |
| 24B | AGC of Michigan |
| 25A | AGC of Minnesota |
| 26A | AGC of Mississippi |
| 27A | Mississippi Valley Branch |
| 28A | Kansas City Chapter |
| 28B | AGC of Missouri |
| 28D | Hvy Constrs Assn Gr Kansas City Area |
| 29A | Montana Contractors Assn |
| 30A | Nebraska Building Chapter |
| 30B | Nebraska Chapter |
| 31A | Nevada Chapter-AGC |
| 31B | Nevada Contractors Association |
| 32A | AGC of New Hampshire |
| 33A | Assc Const Contractors of New Jersey |
| 34A | Assoc Contractors of New Mexico |
| 34B | AGC New Mexico |
| 35A | AGC of New York State LLC |
| 36A | AGC of North Dakota |
| 37A | AGC of Ohio |
| 37C | Ohio Contractors Association |
| 38A | AGC of Oklahoma Building Chapter |
| 38B | Assn of Oklahoma General Contrs |
| 38C | Oklahoma Municipal Contrs Assn |
| 39A | Oregon-Columbia Chapter |
| 40B | MBA of Western Pennsylvania |
| 40C | CA of Western Pennsylvania |
| 40D | General Building Contractors Assoc Inc |
| 40E | CA of Eastern Pennsylvania |
| 41A | Puerto Rico Chapter |
| 42A | Rhode Island Chapter-AGC |
| 43A | AGC of South Dakota |
| 43B | South Dakota Building Chapter |
| 44A | AGC of East Tennessee |
| 44D | AGC of Tennessee |
| 45A | TEXO |
| 45B | AGC of El Paso |
| 45D | Houston Chapter |
| 45E | San Antonio Chapter |
| 45F | AGC of Texas Hwy, Heavy, Util-Indust |
| 45G | Panhandle of Texas Chapter |
| 45H | AGC of Southeast Texas |
| 45I | South Texas Chapter |
| 45K | Austin Chapter |
| 45L | Central Texas Chapter |
| 45N | Rio Grande Valley Chapter |
| 45O | West Texas Chapter |
| 46A | Utah Chapter |
| 47A | AGC of Vermont |
| 48A | AGC of Virginia |
| 49A | AGC of Washington |
| 49C | Inland Northwest Chapter |
| 50A | Constrs Assn of West Virginia |
| 51A | AGC of Greater Milwaukee |
| 51B | AGC of Wisconsin |
| 52A | Wyoming Contractors Assn |