

*90th Annual*

# *Governor's Occupational Safety & Health Awards Program*

*2018 calendar year*

NEW JERSEY DEPARTMENT OF

**LWD**

LABOR AND WORKFORCE DEVELOPMENT  
n j . g o v / l a b o r

Robert Asaro-Angelo  
*Acting Commissioner*  
New Jersey Department of Labor  
and Workforce Development

Phil Murphy  
*Governor*  
State of New Jersey



[njsisc.org](http://njsisc.org)

Alejandro Ruiz  
*Chairperson*  
New Jersey State  
Industrial Safety Committee

# You are cordially invited . . .

to participate in the 90th Annual Governor's Occupational Safety and Health Awards Program for achievement in the prevention of workplace injury and illness.

## WHY PARTICIPATE?

- To give recognition to individual employer locations and/or departments with outstanding performance in the prevention of workplace injuries and illnesses.
- To stimulate and maintain occupational safety and health awareness among employees and management.
- Participating employers may enroll employees in the New Jersey State Industrial Safety Committee safety & health training seminars.

Since its inception in 1927, this program has played an important role in promoting a safer and healthier workplace. It is open to all places of employment, public and private, regardless of size, and is sponsored by the New Jersey Department of Labor and Workforce Development and the New Jersey State Industrial Safety Committee.

*The Governor's Occupational Safety & Health Awards Program is open to both private and public employers.*

For more information, contact:  
Theresa Kramarz at (609) 984-4738  
[theresa.kramarz@dol.nj.gov](mailto:theresa.kramarz@dol.nj.gov)  
or visit  
[njsisc.org](http://njsisc.org)

**You will not be eligible to participate in this year's award program if a fatality occurred at your worksite or if you had a lost workday rate over 3.0 during the 2017 calendar year.**

## Award Certificate & Eligibility Calendar Year Awards

The following awards are based on the calendar year January 1 to December 31, 2017, and are open to all New Jersey private and public sector workplaces.

**Departmental Group Certificate** is awarded to a department within a facility or company for achieving a lost-time incidence rate of 3.0 or less.

**Recognition Certificate** is awarded to a facility or company for achieving a lost-time incidence rate of 3.0 or less for the calendar year.

**Citation of Merit Certificate** is awarded to a company, facility, or department for working throughout the calendar year without lost time from a work-related injury or illness.

## Major Awards

**Division of Public Safety & Occupational Safety & Health Certificate** is awarded to a company, facility, or department that has participated in the program for two consecutive calendar years without lost time from a work-related injury or illness. The recipients must have previously received the Citation of Merit Certificate.

**Commissioner of Labor and Workforce Development Certificate** is awarded to a company, facility, or department that has participated in the program for three consecutive calendar years without lost time from a work related injury or illness. The recipients must have previously received the Division of Public Safety & Occupational Safety & Health Certificate.

**Commissioner's Continued Excellence Certificate** is awarded to departments that have participated in the program for four or more consecutive calendar years without lost time from a work-related injury or illness. The recipients must have previously received the Commissioner of Labor and Workforce Development Certificate.

**Governor's Certificate** is awarded to a company or facility that has participated in the program for four consecutive calendar years without lost time from a work-related injury or illness. The recipients must have previously received the Commissioner of Labor and Workforce Development Certificate.

**Governor's Continued Excellence Certificate** is awarded to a company or facility that has participated in the program for five or more consecutive calendar years without lost time from a work-related injury or illness. The recipients must have previously received the Governor's Certificate.

# Entry Form

90th Annual Governor's  
Occupational Safety and Health Awards Program

Reporting Year: January 1, 2017, to December 31, 2017

Please complete one application for each company, facility,  
or department by **March 31, 2018**. Select one:

- Public Employer**     **Private Employer**
- Company  
 Facility  
 Department

Check if this is the entity's first time entering the Awards Program.

**Awards may not be available for entries received  
after March 31, 2018.  
Applications postmarked after May 31, 2018,  
will not be processed.**

## Print Legibly or Type

Company Name \_\_\_\_\_

Facility Name \_\_\_\_\_

Department Name (for Department entries only) \_\_\_\_\_

Site Address \_\_\_\_\_

City State ZIP Code

County (must include) \_\_\_\_\_

Mailing Address (if different from site address) \_\_\_\_\_

City State ZIP Code

Name & Title of Contact Person (must include) \_\_\_\_\_

Phone Fax

E-mail \_\_\_\_\_

Signature \_\_\_\_\_

### LWD USE ONLY 2017 Award

- Departmental Group  
 Recognition  
 Citation of Merit  
 Division of Public Safety  
 Commissioner of LWD  
 Commissioner of LWD Cont'd Excellence  
 Governor's  
 Governor's Cont'd Excellence

Date Reviewed:

Initials:

Reference #:

# OSHA Form 300A Required

**Submit a signed OSHA Form 300A for  
each company, facility or department  
applying for an award.**

**You must complete numbers 1 through 5.  
DURING the 2017 CALENDAR YEAR, what is/are the...**

1. Total hours worked \_\_\_\_\_
2. Average number of employees \_\_\_\_\_
3. Total number of cases with days  
away from work \_\_\_\_\_
4. Total number of days away from  
work (Column K of OSHA Form 300A) \_\_\_\_\_
5. Number of deaths \_\_\_\_\_  
(Column G of OSHA Form 300A)  
Any number over 0 will disqualify you  
from entering.

**NOTE:** If you have accumulated consecutive  
hours of work without experiencing any injury  
or illness reported on  
Column H of OSHA Form 300A, please provide  
the following information:

Actual date accumulated hours began: \_\_\_\_\_

Actual date accumulated hours ended: **12-31-2017**

Total hours accumulated: \_\_\_\_\_

(Calculate the total hours accumulated by adding the previous  
hours accumulated to this year's total hours worked. If this is  
your first year submitting an application, the number of total  
accumulated hours is the same as the total hours worked during  
calendar year 2017.)

## Return Completed Entry and OSHA Form 300A to:

**Governor's Occupational Safety and  
Health Awards Program**

Attention: Theresa Kramarz

1 John Fitch Way, 3rd Floor

P.O. Box 953

Trenton, NJ 08625-0953

## Definitions

**Company/Organization** – One or more facilities within New  
Jersey. Please note that only companies and/or facilities are  
eligible to receive the Governor's Award and Governor's  
Continued Excellence Award.

**Facility** – A major component of the overall company  
structure, comprising more than one department, housed  
within a separate physical location where the workers are  
devoted to serving a particular mission within the overall  
company mission.

**Department** – One or more groups within a company or  
facility within New Jersey.

### *Program Requirements*

Only injuries and illnesses resulting in a lost-time injury will be counted in determining the performance of a participant. OSHA record-keeping standards will be the basis for reporting.

The Awards Committee will supervise all details and shall reserve the right, when a participant becomes eligible for an award, to evaluate the participant's occupational safety and health program and statistics.

### *LWD Services Available Free of Charge*

- Safety and Health Consultation
- Assistance establishing Safety and Health Programs
- LWD Staff Speakers — Topics by Request
- Safety and Health Training Seminars
- Safety and Health Achievement Recognition Program (SHARP)
- Safety and Health Video Lending Library

**IMPORTANT: A signed OSHA Form 300A and registration must be submitted by March 31, 2018, in order to receive your award.**

**Applications postmarked after May 31, 2018, will not be processed.**

For more information about these free services from the New Jersey Department of Labor & Workforce Development, visit [nj.gov/labor](http://nj.gov/labor), then choose *Safety and Health* from the options on the left, or call (609) 292-0404 or (609) 633-2587