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2025 Safety Achievement Award Application For Public Sector

This application should be submitted by April 2, 2025, to the Division of OSHA by [email](#) or address listed above. All information submitted should pertain to calendar years 2023 and 2024. Submission of this application is voluntary.

Submit with your application:

- OSHA Form 300 and OSHA Form 300A for calendar years 2023 and 2024.
- Supporting documentation of how the company encouraged a safe environment culturally and, in the community, including but not limited to:
 - Company Policy/Procedures
 - Pictures
 - Programs
 - PowerPoint Slides
- Supporting documentation of the company’s interactive, systematic approach to finding and fixing hazards before an injury, illness, new standard/regulation, or inspection occurs

COMPANY INFORMATION

Name of Company (List as you want to appear on award): _____

Address: _____ County: _____

City: _____ State: _____ Zip Code: _____ Phone: _____

Management Official / Title: _____

Email Address: _____

Company's Standard Industrial Classification (NAICS Code)* or Industry Type: _____

1. Please describe your scope of work:

2. Did your company have 100 or more full-time employees during 2023 and 2024? YES NO

If no, proceed to Question 6.

3. Employee Hours (Please attach OSHA 300 and 300A logs):	<u>2023</u>	<u>2024</u>
a. Average number of employees:	_____	_____
b. Total number of employee hours worked:	EH: _____	_____
(You may multiply 4a. by the average number of hours worked by employees during the year to get the EH.)		

4. Incidence Rate (Please attach OSHA 300 and 300A logs):		
a. Total recordable cases:	TC: _____	_____
b. Multiply TC by 200,000 and divide by EH to find your company's incident rate (IR):	IR: _____	_____

5. Award Category (Check all statements which apply):

Palmetto Shining Star

- No fatalities or recordables during calendar year 2024 (TC = 0)
- A reduction of at least 20 percent in an employer's incidence rate between 2023 and 2024
- Employer's incidence rate during calendar year 2024 was at least 50% below the 2023 South Carolina incidence rate for the applicable State or Local government NAICS. See column three entitled "Total Recordable cases" in the Table [here](#):
 - Totals include rate for industries not shown separately
 - To obtain Incidence Rates for Industries or NAICS not listed, call 803-896-7673
 - If NAICS is unknown, call 803-896-7673

Rising Star

- Company's incidence rate during calendar year 2024 was at least 50% below the 2023 *national* incidence rate for the applicable State or Local government NAICS. See column three entitled "total recordable cases" in the Table [here](#).

Gleaming Star

- Less than 100 employees

****Responses to the following must be provided by all employers, regardless of Award category sought****

6. What have you done **within the last year**, culturally within your company to encourage an environment of safety? (Supporting documentation to verify **MUST** be attached. May include additional sheets for explanation.)

7. How have you encouraged safety in the community ***within the last year?*** (Supporting documentation to verify ***MUST*** be attached. May include additional sheets for explanation.)

8. In keeping with OSHA’s National Emphasis Programs focused on preventing workplace injuries and/or deaths related to workplace violence and heat-related hazards, describe the safety precautions, programs and processes put into place to directly address the potential for workplace violence and heat-related hazards at your worksite. (Supporting documentation to verify ***MUST*** be attached. May include additional sheets for explanation.)

Final Checklist:

- OSHA Logs 2023 and 2024
- OSHA Summary 2023 and 2024
- Supporting documentation for safety culture within the company (Question 6)
- Supporting documentation for safety in the community (Question 7)
- Supporting documentation of precautions, programs, and/or processes related to workplace violence and heat-related hazards (Question 8)

SIGNATURE OF MANAGEMENT OFFICIAL:

Your signature certifies that the information and attached verification documents are true. Penalty for false information includes but is not limited to disqualification for this year’s and next year’s award.

Print Name and Title

Signature

Date