

CalTIP Safety & Loss Control Work Program

(Adopted 12/8/00)



Goals:

1. Establish a basic safety and loss control training program for all members.
2. Establish a minimum standard for safety and loss control measures, based on the training program, that must be met by all existing and new members.
3. Establish a system that provides incentives for meeting or exceeding the set standards.
4. Provide feedback to members on their safety performance in the form of regular causal trend analysis reports.
5. Establish a resource of available safety and loss control information, including best practices recommendations, available training sources, and written materials.

Goal #	Implementing Actions & Recommendations		
1	<p>Work with safety consultant to create a basic safety and loss control training program for all members based on the 18 crucial safety areas identified in the loss control survey — The 18 items are:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <ul style="list-style-type: none"> ! Driver selection ! Driver training ! Driver Re-training ! Driver Evaluation ! Mechanic Employment ! Mechanic Selection ! Mechanic Training ! Mechanic Re-Training ! Mechanic Evaluation </td> <td style="width: 50%; vertical-align: top;"> <ul style="list-style-type: none"> ! Vehicle Inspections ! Vehicle Maintenance ! Bus Stops ! Incidents / Accidents Reporting ! Elderly and Disabled Passengers ! Handling Operational Emergencies ! Employee & Passenger Security ! Risk Transfer ! CHP Inspections </td> </tr> </table>	<ul style="list-style-type: none"> ! Driver selection ! Driver training ! Driver Re-training ! Driver Evaluation ! Mechanic Employment ! Mechanic Selection ! Mechanic Training ! Mechanic Re-Training ! Mechanic Evaluation 	<ul style="list-style-type: none"> ! Vehicle Inspections ! Vehicle Maintenance ! Bus Stops ! Incidents / Accidents Reporting ! Elderly and Disabled Passengers ! Handling Operational Emergencies ! Employee & Passenger Security ! Risk Transfer ! CHP Inspections
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1	<p>Group items into sets and provide seminars to members based on —</p> <ul style="list-style-type: none"> ! Need as determined by causal trend analysis ! Member request and need 		
1	<p>Track training received by members and gear training toward bringing member safety practices in line with established minimum standard.</p> <ul style="list-style-type: none"> ! Establish a time-line for completing the training series and cut-off date for members to meet established standard. 		

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Goal #	Implementing Actions & Recommendations
2	<p>Work with safety consultant to establish a minimum standard for safety and loss control measures that must be met by all existing and new members.</p> <ul style="list-style-type: none"> ! Establish a phase-in schedule for meeting minimum standards based on the training sessions provided. ! Evaluate members on a regular set schedule for compliance to the standard. ! Provide additional training, if necessary, when standards are not met.
3	<p>Establish a system that encourages compliance and provides incentives for meeting or exceeding the set standards.</p> <ul style="list-style-type: none"> ! Provide assistance with meeting standards and ensure that agencies are capable of carrying out the necessary actions. ! Re-institute the safety awards program ! Publish a newsletter specifically to circulate information on the safety and loss control program and which chronicles members' progress in meeting the established standards.
4	<p>Provide causal trend analysis reports to members on a regular basis.</p> <ul style="list-style-type: none"> ! Work with claims administrator and safety consultant to develop appropriate loss analysis reports and a regular system of delivery. ! Integrate RMIS to CalTIP web site so members can have access to loss data and reports.
5	<p>Establish a resource of available safety and loss control information, including best practices recommendations, available training sources and written materials.</p> <ul style="list-style-type: none"> ! Establish the CalTIP System Safety Program Model as the recommended standard and continue to update and maintain its content. ! Maintain a "library" of safety materials that is available for members to have or use — regularly distribute a list of available materials via the safety newsletter, and display on the web site. ! Create a safety & loss control page on the web site, which includes links to safety and loss control resources.