



# 2021 LECET MN & ND Safety Incentive Program Official Program Rules



## **Purpose**

The LECET Minnesota & North Dakota (LECET) *Safety Driven Program*, safety incentive program is a recognition based program designed to acknowledge safety excellence and the overall proactive approach toward safety by both skilled Construction Union Laborers (“Laborers” or “LIUNA Members”) and Union Employer Contractors (“Signatory Contractors” or “Employers”). Signatory Contractors are defined as those employers who are signatory or otherwise bound to a Collective Bargaining Agreement with the Laborers District Council of Minnesota and North Dakota (LIUNA MN & ND). The LECET *Safety Driven Program’s* mission is to reduce injuries, illnesses while improving productivity and overall construction safety in the construction industry in Minnesota & North Dakota. The program is offered at **NO COST** to the Signatory Contractors who contribute to LECET Minnesota & North Dakota with all prizes and operational costs provided solely by Minnesota LECET.

## **Program Summary**

### 1. **Enrollment** (Form SD-1)

Enrollment is recommended but not required. By enrolling the contractor representative(s) will receive all program correspondence including important nomination deadlines. To enroll, send an email to Minnesota LECET: [info@mnndlecet.org](mailto:info@mnndlecet.org). A database is maintained by LECET with a record of enrolled contractors and nominations in the program since 2007. **Contractors DO NOT need to be enrolled to submit nominations for any award program.**

### 2. **Laborers Quarterly Awards Nomination** (Form SD-2)

Signatory Contractors will be notified by email communication and may nominate **up to two (2) Safety Driven Laborers** per quarter for Quarterly Awards. All Award winners are chosen on a random basis with prizes distributed quarterly. Please refer to the Laborers Quarterly Awards rules and schedule.

### 3. **Laborers Annual Award Nomination** (Form SD-3)

Signatory Contractors will be notified through email communication and may nominate **one (1) Safety Driven Laborer** for recognition in the Annual Award program based on the Laborers safe work history performance during the prior full calendar year. Among the nominees, **seven (7) Annual Award finalists** will be selected and invited to a special Grand Prize random drawing ceremony to be held at the Laborers Training Center, in Lino Lakes, MN. The date is TBD. Please refer to the Laborers Annual Award rules, schedule and prizes.

### 4. **Contractor Award of Excellence Application** (Form SD-4)

Signatory Contractors will be notified by email communication and may apply for the Annual LECET *Safety Driven Contractor Awards* recognition program. A special Contractor Annual Award recognition ceremony is being planned for 2020 with a date TBD at the Laborers Training Center, in Lino Lakes, MN. Please refer to the Contractor Awards rules, schedule and recognition awards.

## **Official LECET Safety Driven Program Rules**

1. The Program is offered at **NO COST** to enrolled Signatory Contractors with all prizes, recordkeeping, notifications and coordination responsibilities handled by LECET Minnesota & North Dakota.
2. Eligible Laborers Union members (LIUNA members) must be in good standing with his/her Laborers Local Union Hall and are skilled construction craft Laborer field construction workers performing work covered by a collective bargaining agreement with the Laborers District Council of Minnesota & North Dakota. **APPRENTICES ARE NOT ELIGIBLE** for consideration of the Laborers Annual Award program, but are eligible for the quarterly awards program. Apprentices must be current in their Apprenticeship training program requirements as reported by the Laborers Apprenticeship program.
3. Eligible Signatory Contractors must be current and in good standing with the Laborers District Council of Minnesota and North Dakota (LIUNA MN & ND).
4. For the purpose of this recognition program, lost time and recordable events will be as defined by the Occupational Safety and Health Administration (OSHA) recordkeeping rules.
5. The Board of Trustees of LECET MN & ND, or its designee, shall select all of the awards and recipients, and all of its decisions shall be final and binding upon all contestants and parties in all respects and matters.
6. Signatory Contractors must submit accurate and truthful information pertaining to all nominations and applications made and must be willing to share company safety records, such as OSHA log books, accident reports, recordable events and other safety related information.
7. LECET will verify eligibility of nominated Laborers by reviewing current membership status, hours worked, Apprenticeship status (for the Quarterly awards program only).
8. LECET shall handle prize distribution with each Contractor employer and Laborers award winners, including incurred shipping and handling costs of prize distribution. If winning recipients cannot be located within 21 days of selection, the award prize(s) may be forfeited.
9. All award recipients will be responsible for the payment of all required gift receipt taxes for prizes of large value and/or fees unless otherwise approved by the LECET Board of Trustees.
10. Signatory Contractors are responsible to notify LECET of any safety administration personnel changes in order to maintain program communications between the contractor and LECET. All communication will be made through Email communication and through LECET's quarterly newsletter – the ***Skilled Construction Craft Union Laborer News*** and other means.
11. All nomination forms must be received prior to deadlines or at the discretion of LECET. Forms are available online at [www.mnlecet.org](http://www.mnlecet.org), and are generally made available through regular email communications.
12. The LECET Board of Trustees reserves the right to unilaterally modify, amend or terminate the Safety Driven program at any time with all decisions by the Board of Trustees final.

## ***Laborers Quarterly Award Program Rules***

During a given calendar Quarter, Signatory Contractors, may nominate Laborers whom have worked safely in the field for their respective employer during the applicable calendar quarter using Form SD-2. All nominated Laborers will receive: a congratulatory letter, two (2) *Safety Driven Laborers hard hat decals* and one (1) complimentary *Safety Driven Laborers Logo T-Shirt*.

**Note: A Maximum of one T-Shirt will be awarded per Laborer per calendar year.**

### **Recommended Nomination Guidelines:**

Enrolled Signatory Contractors may nominate **up to two (2)** Laborers per Quarter.

*Contractors are strongly encouraged to utilize the nomination process appropriately by nominating a variety of LIUNA members throughout the year to maximize awareness and engage members about the importance of safety. LECET maintains a file database of all Laborers Union members nominated, including previous award winners, by employer, since the inception of the program.*

### **A) RANDOM DRAWING PROCESS:**

From the list of nominees, a maximum of twenty (20) Quarterly Award winners will be randomly drawn each quarter. The drawing will ensure statewide coverage of winners with no Signatory Contractors having more than one quarterly winner per each quarter. Signatory Contractors will be notified of winning Laborers employed by their firm by email communication.

### **B) AWARD PRIZES:**

Quarterly Award prizes will be in the nature of:

The winning member's choice of one (1) of the following items:

- Minnesota LECET Safety Driven embroidered Jacket or apparel item;
- Laborers Union (LIUNA) Orange Duffle Bag, 24 Pack Cooler, or equal;
- Minnesota Laborers Union *Leather Tool Belt, engraved* or hand tool, tumbler, flashlight or other prizes.

✓ All Quarterly Award winners and Contractors will be listed in ***the LABORER - Minnesota LECET Quarterly News Publication.***

**Note: Prizes may vary depending on product availability. If no prize selection is made, a default prize will be automatically sent to the winning member..**

### **C) ELIGIBILITY:**

Laborers must have no lost time or recordable event due to a work-related accident or illness and must work a minimum of 250 field work hours for the employer in the calendar quarter as verified by the Signatory Contractor. Laborers must be generally classified as skilled construction craft Laborer Field employees. Contractors may have more than one winning Laborers Union member each year. **Important: No repeat Quarterly Award winners will be permitted for a period of 3 years.**

### **2021 Quarterly Award Nominations:**

<u>Nomination Period</u>	<u>Nomination Deadline</u>
1 <sup>st</sup> Quarter - Jan. 1 to March 31	April 16, 2021
2 <sup>nd</sup> Quarter - April 1 to June 30	July 16, 2021
3 <sup>rd</sup> Quarter - July 1 to Sept. 30	Oct. 15, 2021
4 <sup>th</sup> Quarter - Oct. 1 to Dec. 31	Jan. 14, 2022

## ***Laborers Annual Award Program Rules***

Signatory Contractors may nominate one (1) Laborer per Signatory Contractor, who has worked safely during the applicable time period for the Laborers Annual Award recognition program using Form SD-3. **EVERY** nominated Laborer will receive: a congratulatory letter, two (2) *Safety Driven* Laborers hard hat decals **AND** one (1) Safety Driven Laborers logo **USA MADE JACKET**, or pullover (style TBD).

### **A) FINALIST SELECTION PROCESS:**

All Laborers Annual Award nomination forms received from Employers will be reviewed by a review committee, not made up of current LECET Board of Trustees members. Recommendations by the committee will be given to the LECET Board for their review. From the recommendation, Seven (7) Laborers Annual Award Finalists plus Alternates will be finalized by the Trustees. ***All 7 Finalists and their employer contractor representatives will be notified and invited to attend the Laborers Annual Award ceremony*** where one of those 7 Finalists will win the All-terrain Vehicle (ATV) and Trailer Grand Prize during a random drawing ceremony. This random drawing ceremony will be held at the Laborers Training Center on a date TBD. The random drawing ceremony will be administered by the independent auditing firm of Legacy Professionals, LLC. **All Candidates Must Be Present at the Random Drawing Event to Be Eligible to Win.**

### **B) AWARD PRIZES:**

*Annual Award Prizes will be in the nature of:*

- **EVERY ONE WINS:** All nominated Laborers will be sent one (1) USA Made jacket with the Safety Driven Logo embroidered patch properly sized as provided by the employer.
- **GRAND PRIZE:** One (1) Grand Prize winner randomly drawn at the ceremony will receive one (1) All-Terrain Vehicle (ATV) and trailer, plus one (1) prepaid \$500 Visa gift card and other prizes furnished by Minnesota LECET. All candidates must be present at the event to win.
- **RUNNERS UP:** Six (6) Runner Up Prize winners from the random drawing will each receive one (1) prepaid \$500 Visa gift card and other prizes furnished by Minnesota LECET. All candidates must be present at the event to win.
  - ✓ All Laborers Annual Award nominees, winners and Contractors will be listed in *the Laborer* Minnesota LECET Newsletter, a quarterly news publications.

### **C) ELIGIBILITY:**

All nominated candidates for the Laborers Annual Award must have no lost time or recordable event due to a work related accident or illness, and obtain a ***minimum of 1,000 field hours*** of skilled construction Laborers Field work, as verified by the nominating Contractors for the full calendar year of the official contest period. Nominees working for multiple employers during the contest period are also eligible. Please provide a listing of other Union contractor employers if known to have employed this nominee. Nominees must be in ***good standing*** with their Laborers Local Union, for the past (one) 1 year and ***must be generally classified as skilled construction craft Laborer "field" employees.***

#### **Candidates that are NOT ELIGIBLE Include:**

- 1) APPRENTICES are NOT ELIGIBLE for the Laborers Annual Award program.
- 2) Laborers who are considered Superintendents or Safety Administrators, are not eligible.
- 3) Any officer or Laborer who holds a position of office within their Laborers Local Union.
- 4) Previous LECET Safety Driven Laborers Annual Award Winners are not eligible.
- 5) Any ***previous*** Laborers Annual Award 'Finalist', who participated in the Annual Award random grand prize drawing ceremony at the LTC in the previous 10 years are not eligible.

#### **Laborers Annual Award Nominations:**

Nomination Period  
2020 Calendar Year

Nomination Deadline  
February 28, 2021

## ***Contractor Annual Award of Excellence Program Rules***

Signatory Contractors may apply for safety recognition in the **LECET Safety Driven Contractor Award of Excellence** program. Contractors must complete and submit form SD-4.

### **A) CONTRACTOR AWARD SELECTION PROCESS:**

In order to receive the LECET Safety Driven Contractor **Award of Excellence** designation for the calendar year, contractors must meet or exceed the required minimum points from the application form (SD-4) based on:

\*Minimum of 22 Points for contractors Employing < 10 Laborers (Seasonally adjusted)

\*Minimum of 30 Points for contractors Employing > 10 Laborers (Seasonally adjusted)

### **B) AWARD PRIZES:**

Contractor Award Recognition will be in the form of:

**Minnesota LECET Safety Driven "Award of Excellence"** walnut framed **Plaque**, showing each year of achievement. Formal press release announcements will be issued to selected publications such as *Finance-Commerce News* and other news outlets in Minnesota.

- ✓ All Contractors receiving this award will be listed in **the LABORER** Minnesota LECET Quarterly News publication and on LECET or LIUNA MN & ND social media with consideration on other media / news outlets.

### **C) RECOGNITION CEREMONY:**

All awarded contractors will be notified and invited to attend a recognition award ceremony to be held at the Laborers Training Center, Lino Lakes MN at a date TBD. Winning Contractors will be asked to submit their corporate logo and jobsite photos of "Laborers in Action" to Minnesota LECET in advance, for inclusion in the overhead projection system presentation for the awards event. Previous winning contractors should bring their current award plaques to get the new awarded year plate installed at the event. Please RSVP all contractor attendees for the ceremony. LECET will send your group photo back to you to be used in your communications.

### **D) ELIGIBILITY:**

Contractors must be current with the Laborers District Council of MN & ND and MN Laborers Fringe Benefit Funds and meet the minimum points based on the safety points table on Form SD-4. Contractors must not have had or caused a severe work related injury (work related in-patient hospitalization, amputation, loss of an eye or fatality) that resulted in a Serious/Willful or Repeated OSHA violation during the applicable calendar year. LECET may ask for an official OSHA ruling in any case relating to worker fatalities or other severe injuries.

#### **Contractor Annual Award Nomination:**

Nomination Period

2020 Calendar Year

Nomination Deadline

February 26, 2021

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