



SAFETY CREDITS FUND EXPENSE REQUEST

The Safety Credits Program is established by the Northern California Community College's Self Insurance Authority (NCCCSIA). The purpose of the program is to provide funds to the district's Campus Safety Committee (CSC) for the implementation of worker's compensation and property and liability loss prevention programs. To qualify, the request must meet the NCCCSIA's goals and objectives with emphasis on reducing risk exposure, providing risk management education and minimizing claim frequency and severity. Please refer to the program for more information to aid you in completing your request. The program can be found on the following web pages: Shasta College's Campus Safety Committee, Campus Participatory Committees and the Physical Plant Division.

Please complete this form to request approval for a safety related expenditure. The Campus Safety Committee will review your request and you will be notified of the committee's decision.

Please check a box applicable to your request. Attach an explanation for your request, including cost details and submit to your Administrator for approval. Acceptable expenditures include, but are not necessarily limited to, the following:

A. WORKERS' COMPENSATION

- PRE-PLACEMENT PHYSICAL EXAM
At District's option for positions with higher physical risks
- EMPLOYEE SAFETY MOTIVATION
Employee awards, contests, suggestions, posters/bulletin boards news
- EMPLOYEE SAFETY EDUCATION
 - *Mileage and/or substitute costs for attendance at approved seminars and conferences*
 - *Purchase/Rental of books, films, slides, posters, etc. – publishing cost of newsletters, payroll stuffers, contracted services*
- SAFETY INSPECTIONS
As required by the JPA or the district - compliance w/state and federal regulations
- SAFETY CORRECTIONS – WORKSITE EVALUATIONS
 - *Cost to eliminate legal violations discovered during a contracted inspection from CAL/OSHA, OSHA, Electrical Safety Order, General Industry Safety Orders, State Fire Marshal's Office Regulations, state or federal regulations*
 - *HAZMAT and "Right-to-Know" laws, accessories (see program for list), cost to eliminate hazards identified by the CSC*
 - *Cost of eliminating safety hazards affecting employees*

B. PROPERTY & LIABILITY

- LIABILITY EDUCATION (*Managers & Supervisors*)
- INSPECTIONS (*Site Inspections*)
- CORRECTIONS (*Structural or procedural deficiencies or violations*)

Completed by: _____ Date: _____ Contacted by: _____
(Print Name) (CSC Member)