State-Certified Workplace Safety Committee Program

Fewer Injuries; More Savings

Through October 2006, more than 7,000 PA employers have saved more than $236 million. That’s because they set up state-certified workplace safety committees, which SAVE each of them 5% on their workers’ compensation insurance premiums.

That’s $236 million that companies are using to buy new equipment, hire more workers, expand their businesses, and even pay bonuses to employees – money they used to spend on insurance premiums!

“I am so happy to see the results of the committee ... It was really a no-brainer.”
– Paul Cooper,
Cooper’s Seafood House

Just ask Paul Cooper, owner of Cooper’s Seafood House in Scranton.

Paul credits his state-certified workplace safety committee with reducing not only the rate of accidental injuries related to oyster knives his employees regularly handle, but the rate of his insurance premium as well.

In fact, since establishing his committee in 1995, Paul Cooper's $90,000 insurance premium has been reduced by at least 30%. And counting.

Bureau of Workers’ Compensation
How can I start saving now?

First, establish a workplace safety committee that meets the requirements listed below. Then, after six months of operation, complete a committee certification application and submit it to the PA Bureau of Workers’ Compensation for approval.

What are the basic requirements?

Committees must have a minimum of two employer and two employee representatives, meet monthly and be in operation for at least six full months prior to submitting an application.

**ALL** committee members must be trained annually on the following three topics by qualified trainers: Safety Committee Operation, Hazard Inspection and Accident Investigation. The Bureau of PENNSAFE offers free training on the three required topics. Contact PENNSAFE at 1-888-SAFE-422 or li-pennsafe@state.pa.us for more information.

Committees must record and maintain membership lists, meeting agendas, attendance lists and meeting minutes.

What happens when I get approved?

You’ll receive written notification from the PA Bureau of Workers’ Compensation to provide to your insurance carrier. The 5% discount will be calculated and applied at the next policy renewal date following certification.

Can my application be turned down?

If there are outstanding items on the application, or some of the necessary attachments are missing, it could be disapproved. You’ll be notified by phone or in writing of reasons your application is being disapproved, and we’ll provide technical assistance to make corrections. If all of the corrections are made, certification approval will be granted.

Do I have to repeat this whole process to qualify for the discount in the future?

No. Each year you will automatically receive a one-page certification renewal form 60 to 90 days in advance of your policy renewal date. The renewal form includes your previously entered information, so all you have to do is update any information that has changed and sign it (in doing so, you attest that the committee continues to operate and meet requirements).

How long can I receive the 5% discount?

As long as you continue to follow the state’s workplace safety committee requirements and regulations, you are eligible for the 5% discount.
Still not sure?

Receiving the 5% discount is just the beginning.

The National Safety Council estimates that for every $1 of direct costs (medical and workers’ compensation) spent on a lost-time injury, between $4 and $8 is spent on indirect costs – things like lost or spoiled production, damaged equipment, worker retraining, accident investigation, etc.

So for every injury you could prevent, you could also be saving time, business costs and manpower. That 5% discount is starting to look more and more like icing on the cake.

Besides, you wouldn’t want your competitors to be the only ones doing a good job of improving safety, preventing accidents, and saving money they can then spend on expansion, advertising, hiring and customer incentives, would you?

We didn’t think so.

Getting Started Checklist

☐ Ask! Call 717-772-1635 and ask for your free state-certified workplace safety committee start-up packet.

☐ Assess! Examine incident trends and rates for your industry, as well as the rates and types of accidents and illnesses your workplace is experiencing.

☐ Assemble! Assemble your committee members to establish safety goals and procedures for your workplace.

☐ Act! Once you’ve determined the safety needs and goals of your workplace, implement them into your business practices.

☐ Apply!

For more information, contact:
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Bureau of Workers’ Compensation
PA Department of Labor & Industry
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