



**American Water Works
Association**

Dedicated to the World's Most Important Resource™

**AWWA Wendell R. LaDue Utility Safety Award
2024 Candidate Nomination Form**

Candidate Class

_____ **Class I** (Less than 10 employees)

_____ **Class II** (10 – 100 employees)

_____ **Class III** (100 – 500 employees)

_____ **Class IV** (Over 500 employees)

Number of Employees (FTE): _____

Candidate Contact Information

Name of Utility _____

Address of Utility _____

Telephone _____ Fax _____

E-mail _____

Section Making Nomination

Name of Section _____

Submitted by _____

Telephone _____ Fax _____

E-mail _____

Complete the Wendell R. LaDue Award Candidate Form and attached Safety Award Supplemental Data Sheet and email to

The application package must be received by February 14, 2024.

awards@awwa.org

AWWA Wendell R. LaDue Utility Safety Award 2024 SUPPLEMENTAL DATA SHEET

The AWWA Health Safety & Environment Committee will use the following information to evaluate water utilities nominated for the AWWA Wendell R. LaDue Utility Safety Award in each of the four class sizes. The completed form should be attached to the AWWA Wendell R. LaDue Utility Safety Award – CANDIDATE NOMINATION FORM and submitted, with all other required information, to AWWA **by the section’s safety chair.** **If your section has no chair, your entry must be pre-approved by your section chair.**

Name of Utility: _____

AWWA Section: _____

- I. Work Force Allocation** (Estimate the number of employees or percent of work force in the following classifications) a) Administrative & Office _____
- b) Construction _____
- c) Distribution _____
- d) Treatment _____
- e) Other (specify) _____

II. Safety Record

OSHA Log (or equivalent if applicable)	300	300	300	300	300
Year:	2019	2020	2021	2022	2023
A. Number of Recordable Injuries Involving Days Away or Restricted Duty					
B. Number of Productive Hours Worked					

Productive hours worked = all time on the job, excluding sick, vacation, jury duty, holiday, and any other time away from work.

With current data, calculate the following:

A. _____ divided by **B.** _____ X 200,000 = _____ (DART Rate)
(The Days, Away, Restricted, or Transferred = DART)

III. Safety & Health Program Best Practices

Check all of the items that are a part of the utilities safety program.

Management Commitment:

- _____ written safety & health policy
- _____ written safety & health program manual
- _____ safety & health program coordinator
- _____ full-time _____ part-

time

Other:

Training:

- _____ new employee orientation
- _____ written training records
- _____ standard operating procedures
- _____ tailgate/toolbox safety talks

Other:

Accountability/Recognition:

- job descriptions that include safety & health expectations
- written disciplinary action policy that includes clear safety & health expectations
- performance evaluations that include safety & health expectations
- safety awards

Other:

Hazard Identification and Control:

- baseline hazard survey
- regular safety inspections
- job hazard analysis
- preventative maintenance program
- written hazard communication program

Other:

Accident Investigation:

- written accident investigation procedures
- near-miss reporting
- root-cause analysis

Other:

Employee Involvement:

_____ safety & health committee _____

safety & health suggestion program

Other:

IV. Specific Questions

Instructions: Limit answers to the specific questions and provide no more than three (3) typewritten pages (12-point font).

1. How are commitment, involvement, and accountability (in terms of recognition and discipline) for safety and health practices demonstrated by upper, middle, and line management? Give examples.
2. How does management involve workers in the safety and health effort? Give examples.
3. What training programs or activities has the employer provided in occupational safety and health?
4. Describe the steps the utility has taken in the past five years to improve safety. What was the most effective safety improvement?
5. Has the utility employed any innovative or original safety practices?
6. How do the above activities or actions of the employer contribute to a reduction in injuries, illnesses, or fatalities in the workplace? Provide available statistical information to support improvement.

