



## **COMMITMENT TO SAFETY (CTS) PROGRAM Program Requirements and Application for Acceptance MEMBER LEVEL**

The American Subcontractors Association-Houston Chapter (ASA-HC) Commitment To Safety (CTS) program was developed to increase the number of specialty contractors who implement effective safety and health programs and provide effective safety and health training for management, supervisors and employees.

Through the three levels of the program (Member, Silver and Gold) ASA-HC seeks to recognize those contractors with exemplary safety and health programs and effective site-specific safety and health plans and to assist specialty contractors in with continuous progress in the area of employee safety.

### **Application Submittal/Re-Qualification Procedures:**

1. There is no fee for the first year at the Member level. CTS plaque is not included, however, one can be purchased for \$50.
2. A non-refundable \$50 processing fee is required for Member level renewals. (Fee includes CTS plaque.)
3. First time CTS applicants may submit an application to the program at any time during the year.
4. If the application is incomplete or the company is not qualified for the level it has applied, the company will have the following choices:
  - a. Accept placement into a CTS level for which it is qualified with the current application; or
  - b. Withdraw the application in consideration for re-applying after achieving the requirements for the desired level; or
  - c. Submit the requested documentation within 90 calendar days from the date of notification. NOTE: in this case the application process will be suspended during said period until the information is received. If at the end of the 90 calendar day period the missing documentation has not been received, the application will no longer be considered valid.
5. Once a company has been accepted into the program, yearly re-qualification is required at all levels. The re-qualification period is July of each year.
6. Applicant companies will be notified of re-qualification status no later than August 31<sup>th</sup> of each year.
7. Applications from current CTS companies wishing to move into a higher level (e.g. Member to Silver) will be accepted for consideration only during the re-qualification period July of each year.
8. Applications received in April, May, or June will receive CTS approval through the follow August. (e.g. May 2011 approval is good through August 2012; requalification would be due in August 2012.)

### **Member Level Requirements:**

1. Letter of commitment from the CEO, or equivalent, to develop and implement a written safety and health program addressing those hazards that are the four leading causes of death on construction sites (falls, struck by, caught in/between and electrocutions) through a formal safety and health program;
2. Conduct weekly employee safety training meetings;
3. Conduct and document self-inspections. Minimal self-inspections expectations are monthly for jobs lasting a month or longer. For worksites lasting less than a month, an inspection method to provide adequate safety oversight;
4. Commit at least one representative from the company to be an active member on the ASA-HC Safety committee (active = attend at least three of the 11 committee meetings between Sept. 1 and Aug. 31); CTS will be revoked if the attendance requirement is not met;
5. Maximum of one yearly re-qualification at this level; must move to Silver/Gold or be removed from the program. Re-qualification requires company owner or safety representative attend a class provided by ASA-HC or OSHA on SHMS expectations.



**COMMITMENT TO SAFETY (CTS) PROGRAM**  
**Application for Acceptance**  
**MEMBER LEVEL**

Company Name: \_\_\_\_\_

Company Liaison Accountable to CTS: \_\_\_\_\_

Phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Company Description: \_\_\_\_\_

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1. Yes\_\_\_ No \_\_\_ Do you currently have a written safety & health program? (Provide a copy table of contents.)
2. Yes\_\_\_ No \_\_\_ If you answered 'no' to question number 1, have you enclosed a letter of commitment from an executive within your company to develop & implement a written safety and health program?
3. Yes\_\_\_ No \_\_\_ Do you conduct employee safety meetings at least weekly?
4. Yes\_\_\_ No \_\_\_ Do you commit to having at least one individual from your company in attendance at three of the 11 ASA-HC Safety committee meetings held July - June?  
Please note: CTS will be revoked if the attendance requirement is not met.

5. Describe your process for conducting & documenting self-inspections. Include the frequency of these inspections and attach one example.

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***By signing below, I certify that all information submitted on this application is correct.***

\_\_\_\_\_  
(Signature of company liaison listed on application)

\_\_\_\_\_  
Date

*Return completed application to the e-mail, fax or address above.*



## COMMITMENT TO SAFETY (CTS) PROGRAM Program Requirements and Application for Acceptance SILVER LEVEL

The American Subcontractors Association-Houston Chapter (ASA-HC) Commitment To Safety (CTS) program was developed to increase the number of specialty contractors who implement effective safety and health programs and provide effective safety and health training for management, supervisors and employees.

Through the three levels of the program (Member, Silver and Gold) ASA-HC seeks to recognize those contractors with exemplary safety and health programs and effective site-specific safety and health plans and to assist specialty contractors in with continuous progress in the area of employee safety.

### Application Submittal/Re-Qualification Procedures:

1. A non-refundable \$50 processing fee is required for all Silver level applications or renewals. (CTS plaque included.)
2. First time CTS applicants may submit an application to the program at any time during the year.
3. If the application is incomplete or the company is not qualified for the level it has applied, the company will have the following choices:
  - a. Accept placement into a CTS level for which it is qualified with the current application; or
  - b. Withdraw the application in consideration for re-applying after achieving the requirements for the desired level; or
  - c. Submit the requested documentation within 90 calendar days from the date of notification. NOTE: in this case the application process will be suspended during said period until the information is received. If at the end of the 90 calendar-day period the missing documentation has not been received, the application will no longer be considered valid.
4. Once a company has been accepted into the program, yearly re-qualification is required at all levels. The re-qualification period is July of each year.
5. Applicant companies will be notified of re-qualification status no later than August 31<sup>th</sup> of each year.
6. Applications from current CTS companies wishing to move into a higher level (e.g. Member to Silver) will be accepted for consideration only during the re-qualification period July of each year.
7. Applications received in April, May, or June will receive CTS approval through the follow August. (e.g. May 2011 approval is good through August 2012; requalification would be due in August 2012.)

### Silver Level Requirements:

1. Conduct weekly employee safety training meetings;
2. Conduct and document self-inspections. Minimal self-inspections expectations are monthly for jobs lasting a month or longer. For worksites lasting less than a month, an inspection method to provide adequate safety oversight;
3. Implement a comprehensive written safety and health program based on the ANSI A10.38-1991 Guidelines or OSHA's 1989 Safety and Health Program Management Guidelines;
4. Assign at least one trained employee with responsibility for employee safety to administer the participant's safety and health program and to conduct documented safety and health inspections of ongoing work. Training for this employee shall be the OSHA 30-Hour Construction Outreach course (card issuance must be within five years prior to application or re-qualification date.)
5. Conduct an orientation of all new employees in the safety and health program of the company and for avoidance of hazards specific to the contractor's work site(s);
6. Show evidence of employee involvement in the safety and health program (for example, participation in self-inspections, job hazard analysis, safety and health program reviews, safety training, and mishap investigations);
7. Develop and maintain a Substance Abuse Program;
8. Implement a 6-foot Fall Protection Policy;
9. Provide all field construction supervisory personnel with training equivalent to the *OSHA 10-Hour Construction Outreach Training Course* (card issuance must be within five years prior to application or re-qualification date);
10. Commit at least one representative from the company to be an active member on the ASA-HC Safety committee (active = attend at least seven of the 11 committee meetings between Sept. 1 and Aug. 31); CTS will be revoked if the attendance requirement is not met;



**COMMITMENT TO SAFETY (CTS) PROGRAM**  
**Application for Acceptance**  
**SILVER LEVEL**

Company Name: \_\_\_\_\_

Company Liaison Accountable to CTS: \_\_\_\_\_

Phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Company Description: \_\_\_\_\_

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1. Yes\_\_\_ No \_\_\_ Do you have a comprehensive written safety and health program based on the ANSI A10.38-1991 Guidelines or OSHA's 1989 Safety and Health Program Management Guidelines? (Provide a copy of only the table of contents. Do not submit the full manual unless requested to do so.)
2. Yes\_\_\_ No \_\_\_ Do you conduct employee safety meetings at least weekly?
3. Provide a description of your process for conducting & documenting self-inspections. Include the frequency of these inspections and attach one completed/executed example.
4. Yes\_\_\_ No \_\_\_ Do you have at least one OSHA 30-hour trained employee administer your company's safety and health program within the last 5 years? (Provide a copy of the card.)
5. Yes\_\_\_ No \_\_\_ Do you have at least one OSHA 30-hour trained employee with responsibility for employee safety to conduct documented safety and health inspections of ongoing work?
6. Yes\_\_\_ No \_\_\_ Do you take all new employees through an orientation of your safety and health program and introduce them to the specific hazards of your work?
7. Please provide evidence of employee involvement in the safety and health program. (E.g, Completed/executed: job hazard analysis, safety and health program reviews, safety training, and mishap investigations.)
8. Yes\_\_\_ No \_\_\_ Do you have a Substance Abuse Program? (Provide a copy.)
9. Yes\_\_\_ No \_\_\_ Have you implemented a 6-foot fall protection program?
10. Yes\_\_\_ No \_\_\_ If applicable, do you provide all field construction supervisory personnel with OSHA 10-hour training?
11. Yes\_\_\_ No \_\_\_ Do you commit to having at least one individual from your company in attendance at seven of the 11 ASA-HC Safety committee meetings held July 2016 - June 2017?  
Please note: CTS will be revoked if the attendance requirement is not met.

***By signing below, I certify that all information submitted on this application is correct.***

\_\_\_\_\_  
(Signature of company liaison listed on application)

\_\_\_\_\_  
Date

P.O. Box 924943 • Houston, Texas 77292 • O 281.679.1877 • F 281.403.6302 • [asahouston.org](http://asahouston.org) • [asa@asahouston.org](mailto:asa@asahouston.org)



## COMMITMENT TO SAFETY (CTS) PROGRAM Program Requirements and Application for Acceptance GOLD LEVEL

The American Subcontractors Association-Houston Chapter (ASA-HC) Commitment To Safety (CTS) program was developed to increase the number of specialty contractors who implement effective safety and health programs and provide effective safety and health training for management, supervisors and employees.

Through the three levels of the program (Member, Silver and Gold) ASA-HC seeks to recognize those contractors with exemplary safety and health programs and effective site-specific safety and health plans and to assist specialty contractors in with continuous progress in the area of employee safety.

### Application Submittal/Re-Qualification Procedures:

1. A non-refundable \$50 processing fee is required for all Gold level applications or renewals. (CTS plaque included.)
2. First time CTS applicants may submit an application to the program at any time during the year.
3. If the application is incomplete or the company is not qualified for the level it has applied, the company will have the following choices:
  - a. Accept placement into a CTS level for which it is qualified with the current application; or
  - b. Withdraw the application in consideration for re-applying after achieving the requirements for the desired level; or
  - c. Submit the requested documentation within 90 calendar days from the date of notification. NOTE: in this case the application process will be suspended during said period until the information is received. If at the end of the 90 calendar-day period the missing documentation has not been received, the application will no longer be considered valid.
4. Once a company has been accepted into the program, yearly re-qualification is required at all levels. The re-qualification period is July of each year.
5. Applicant companies will be notified of re-qualification status no later than August 31<sup>th</sup> of each year.
6. Applications from current CTS companies wishing to move into a higher level (e.g. Member to Silver) will be accepted for consideration only during the re-qualification period July of each year.
7. Applications received in April, May, or June will receive CTS approval through the follow August. (e.g. May 2011 approval is good through August 2012; requalification would be due in August 2012.)

### Gold Level Requirements:

1. Conduct weekly employee safety training meetings;
2. Conduct and document self-inspections. Minimal self-inspections expectations are monthly for jobs lasting a month or longer. For worksites lasting less than a month, an inspection method to provide adequate safety oversight;
3. Implement a comprehensive written safety and health program based on the ANSI A10.38-1991 Guidelines or OSHA's 1989 Safety and Health Program Management Guidelines;
4. Assign at least one trained employee with responsibility for employee safety to administer the participant's safety and health program and to conduct documented safety and health inspections of ongoing work. Training for this employee shall be a minimum of the OSHA 30-Hour Construction Outreach course (card issuance must be within five years prior to application or re-qualification date.)
5. Conduct an orientation of all new employees in the safety and health program of the company and for avoidance of hazards specific to the contractor's work site(s);

*Continued*



*CTS Gold Level Requirements Continued*

6. In addition to safety meetings, self-inspections and new employee orientations, show evidence of employee involvement in the safety and health program;
7. Develop and maintain a Substance Abuse Program;
8. Implement a 6-foot Fall Protection Policy;
9. Require all field construction supervisory personnel to have a training equivalent to the *OSHA 10-Hour Construction Outreach Training Course* (card issuance must be within five years prior to application or re-qualification date);
10. Commit at least one representative from the company to be an active member on the ASA-HC Safety committee (active = attend at least seven of the 11 committee meetings between Sept. 1 and Aug. 31); CTS will be revoked if the attendance requirement is not met;
11. Ensure that written, site-specific, safety and health plans are followed on its worksites in addition to the implementation of the previously developed comprehensive written safety and health program;
12. Serve as a mentor for subcontractors on its worksites who have yet to attain the same level of recognition within the CTS. (Gold level contractors are encouraged to provide mentoring on these sites for other ASA-HC contractors in the CTS by sharing safety resources; i.e. training curriculums, Tool Box Talks, how to conduct jobsite audits, etc.);
13. Ensure designated safety personnel conduct documented safety and health inspections of all work on their worksite(s). Personnel, through training and experience, must be able to recognize hazards and will have the authority to take prompt corrective action. For these personnel, the OSHA 30-Hour Construction Outreach Course (card issuance must be within five years prior to application or re-qualification date) will be deemed to be satisfactory;
14. For all senior supervisory personnel additional training shall be provided for competent persons in such areas as scaffolding, excavation, fall protection, etc. (This additional training will be predicated by the type and scope of work the applicant routinely conducts.);
15. Receive a qualifying inspection of at least one representative job site by the ASA-HC Safety committee or the chapter's designated representatives;
16. In the 36 months prior to the application date have no OSHA "willful" violations;
17. In the 36 months prior to the application date have no more than three "serious" violations;
18. In the 36 months prior to the application date have no more than one "serious" violation within any 12 month period;
19. In the 36 months prior to the application date have no fatalities or "catastrophes" that resulted in serious citations related to the incident.
20. Maintains an EMR of .90 or lower; or a three-year average DART (Days Away Restricted /Transferred) rate at least 15% lower than the national number for your NAICS code; or a three-year average TRIR (Total Recordable Incident Rate) at least 15% lower than the national number for your NAICS code.



COMMITMENT TO SAFETY (CTS) PROGRAM
Application for Acceptance
GOLD LEVEL

Company Name: \_\_\_\_\_

Company Liaison Accountable to CTS: \_\_\_\_\_

Phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Company Description: \_\_\_\_\_

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(We certify the following)

- 1. Yes\_\_\_ No \_\_\_ Do you have a comprehensive written safety and health program based on the ANSI A10.38-1991 Guidelines or OSHA's 1989 Safety and Health Program Management Guidelines?
2. Yes\_\_\_ No \_\_\_ Do you conduct employee safety meetings at least weekly?
3. Provide a description of your process for conducting & documenting self-inspections.
4. Yes\_\_\_ No \_\_\_ Do you have at least one OSHA 30-hour trained employee administer your company's safety and health program within the last 5 years?
5. Yes\_\_\_ No \_\_\_ Do you have at least one OSHA 30-hour trained employee with responsibility for employee safety to conduct documented safety and health inspections of ongoing work?
6. Yes\_\_\_ No \_\_\_ Do you take all new employees through an orientation of your safety and health program and introduce them to the specific hazards of your work?
7. In addition to safety meetings, self-inspections and new employee orientations, provide evidence of employee involvement in the safety and health program.
8. Yes\_\_\_ No \_\_\_ Do you have a Substance Abuse Program?
9. Yes\_\_\_ No \_\_\_ Have you implemented a 6-foot fall protection program?
10. Yes\_\_\_ No \_\_\_ If applicable, do you require all field construction supervisory personnel to have a minimum of 10-hour OSHA training?
11. Yes\_\_\_ No \_\_\_ Do you commit to having at least one individual from your company in attendance at seven of the 11 ASA-HC Safety committee meetings held July - June?
Please note: CTS will be revoked if the attendance requirement is not met.



CTS – Gold Level – Application cont.

12. Yes \_\_\_ No \_\_\_ Do you agree to serve as a mentor to subcontractors on your worksites who have yet to attain the same level of recognition within the CTS?
13. Yes \_\_\_ No \_\_\_ Do you agree to share safety resources with other ASA subcontractors in the CTS as a mentoring tool? (i.e. training curriculums, tool box topics, etc.)
14. Yes \_\_\_ No \_\_\_ Do you have designated safety personnel that recognize hazards who have the authority to take prompt corrective action?
15. Yes \_\_\_ No \_\_\_ Are all senior supervisory personnel trained in the competent person areas applicable to your industry? (i.e. scaffolding, excavation, fall protection, etc.)
16. Yes \_\_\_ No \_\_\_ In the 36 months prior to the applications date, have you had any OSHA "willful" or "repeat" violations?
17. Yes \_\_\_ No \_\_\_ In the 36 months prior to the application date, have you had more than three "serious" violations?
18. Yes \_\_\_ No \_\_\_ In the 36 months prior to the application date, have you had more than one "serious" violation within a 12 month period?
19. Yes \_\_\_ No \_\_\_ In the 36 months prior to the application date, have you had any fatalities or "catastrophes" that resulted in a serious citation?
20. Is your (must check "yes" to at least one of the three:  
Yes \_\_\_ No \_\_\_ EMR below .90? (Provide a copy of your most recent NCCI rating worksheet.)  
Yes \_\_\_ No \_\_\_ DART rate at least 15% lower than the national number for your NAICS code?  
(Provide a copy of OSHA 300A summary for the years submitted.)  
Yes \_\_\_ No \_\_\_ TRIR rate at least 15% lower than the national number for your NAICS code?  
(Provide a copy of OSHA 300A summary for the years submitted.)

***By signing below, I certify that all information submitted on this application is correct.***

\_\_\_\_\_  
(Signature of company liaison listed on application)

\_\_\_\_\_  
Date

*Return completed application to the address above.*