# 2021 ILTA Safety Survey and Recognition Program

**For 2020 Performance**

***Platinum Award Application***

***Please complete this questionnaire to be considered for the ILTA Platinum Award.***

This application should be completed in its entirety once for your company, at the corporate level. Written responses to each question should not exceed one page in length, although they may be supported with attachments, as appropriate. ILTA may use the information gathered through this application to communicate best practices to other companies in the industry.

Submissions should be sent as MS-Word documents. Attachments, where applicable, should also be provided in electronic format. Following the Safety Survey and Recognition program **submission deadline on May 19**, ILTA will notify terminal companies that qualify for the Platinum Safety Award of their eligibility to submit this application and be considered for the award. **Award applications must be submitted electronically to safetysurvey@ilta.org by Friday, May 28, 2021.** Companies are encouraged to submit their award application with the survey form by the **May 19 survey submission deadline**; however, only applications from survey participants that meet the qualifying criteria will be considered. **ILTA encourages all companies, even those that did not meet the qualifying criteria for the Platinum Award, to complete this application as a form of internal evaluation of their safety programs**

**Note:** The cutoff TRIR rate for the **Safety Excellence Award is 0.75** or less in the reporting year. The cutoff TRIR rate for the **Platinum Safety Award is 0.5** or less in the reporting year. **ILTA is asking all participating companies to determine for themselves if they are eligible for either award based on their survey report to help expedite this process.**

**Beginning this year, applicants for the Platinum Award must also submit at least one (1) proposal for the ILTA Terminal Operations Practices Symposium.** The proposal does not need to be selected for eligibility for the Platinum Award but must be received by May 28, 2021.

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**Terminal Company: _____**

**Total Number of Facilities**: _____

**1. Describe your company and management philosophy regarding safety and health.**
*In your response, explain how directors and senior managements demonstrate their commitment to improving safety and health performance throughout the organization.*

**2. Does your company's safety program include a stated safety policy? Yes or No**
*If yes, please include your company's safety policy below:*

**3. How is your company's safety philosophy and/or policy communicated to employees?**
*If applicable, reference your internal training or communication processes.*

**4. Is your company's safety program documented? Yes or No**
*If yes, please briefly describe the processes and/or programs that make up your overall Safety Program, or include a copy of related program documentation with your application*

**5. How are your safety programs, processes, and procedures developed and/or revised?**
*In your response, please consider*

- *Who is involved in this process?*
- *How are programs, processes, and procedures, including updates, communicated to employees?*
- *Do you have an auditing system to test the knowledge of your employees and their execution of the programs, processes, and procedures in the safety field? If so, please describe briefly.*

**6. How does your company ensure that employees value health and safety with each task they perform? If this includes incentives or a recognition program for the promotion of safety and health, cite an example.**

**7. Does your company periodically evaluate its occupational health and safety performance? Yes or No**
*If yes, please describe, including responses to the following:*

- *How frequently does your organization evaluate occupational health and safety performance?*
- *Does this evaluation compare results against stated targets?*
- *Are the results of this evaluation communicated? If so, how?*
- *Is contractor performance considered as part of the evaluation process? If so, please describe.*

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**8. Does your company use contractor labor?** **Yes or No**

**9. If you answered yes to the previous question, does your company have in place a contractor safety management program?** **Yes or No**

*If yes, please briefly describe the program and/or include a copy of related program documentation with your application*

**10. Were there any significant reportable incidents or near-misses at any of your terminal facilities during 2019?** **Yes or No**

*If yes, please:*

- *Provide a brief description of one incident or near-miss, including a summary of the investigation that followed, and lessons learned.*
- *Address whether any of these events resulted in a process safety improvement. How are reportable incidents or near-miss events communicated throughout your organization, including notification of corresponding improvements?*

**11. Describe any plans that your company may have to enhance its safety program during the 2021 calendar year?**

*Please include any specific goals or objectives associated with the targeted areas for improvement.*

**12. Please reference any other safety and health programs in which your company participates, such as OSHA's Voluntary Protection Program or ACC's Responsible Care Program. In addition, list any safety awards your company received during 2019.**