



**Yes, as the owner/Senior Manager, I would like to apply on the behalf of my company to participate in the Safety Groups Program for 2005.**

Firm (full name): \_\_\_\_\_

Parent Company (if any): \_\_\_\_\_

WSIB Account Number: \_\_\_\_\_

WSIB Firm Number(s): \_\_\_\_\_

Annual WSIB Premium:	Number of Employees:	Union <input type="checkbox"/> yes <input type="checkbox"/> no	If "yes", state Union name.
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Address: \_\_\_\_\_

City/Town:	Province:	Postal Code:
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Telephone Number: ( ) ( )	FAX Number: ( ) ( )	E-mail Address	Language: <input type="checkbox"/> English <input type="checkbox"/> French
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Contact Name (please print):	Title:
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Signature:	Date:	Indicate the year(s) in the program. <input type="checkbox"/> 2000 <input type="checkbox"/> 2001 <input type="checkbox"/> 2002 <input type="checkbox"/> 2003 <input type="checkbox"/> 2004
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Safety Group Sponsor: \_\_\_\_\_

**Financial Information Disclosure:**

We authorize the Workplace Safety & Insurance Board (WSIB) to disclose to the "Safety Group Sponsor" all financial information required for the administration of a Safety Group. This information would include files regarding;

- Our premiums, classification, experience rating and claims costs.

This authorization is valid for a minimum of 12 months from the date of this application or to the following date of \_\_\_\_\_.

*(Written notice to the Prevention Services Branch of the WSIB is required to cancel this agreement)*

Signature:	Title:	Date:
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# **SAFETY GROUPS PROGRAM**

## **TERMS AND CONDITIONS OF PARTICIPATION**

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- 1.** Employers must submit their application form to their sponsor by December 31, 2004.
- 2.** Applicants to the Safety Groups Program must participate for at least one calendar year.
- 3.** Employers applying to participate in the Safety Groups Program must be a schedule 1 employer with the WSIB and be in good standing. Participating firms are required to complete the WSIB's "Compliance Audit for Employers" to confirm their good standing.
- 4.** Employers can participate in only one Safety Group at a time and cannot participate in the Safe Communities Incentive Program.
- 5.** Employers participating in the Safety Groups Program are required to complete at least 5 elements from the Achievement List as set out in the program guidelines. Employers must successfully complete a minimum of 3 elements to share in any potential rebate.
- 6.** Employers must complete a baseline assessment of their workplace to identify their current prevention programs strengths and weaknesses. They will use this information to select their Achievement List Elements and develop their action plan.
- 7.** Employers must participate in a workplace assessment at the end of the year. Employer's are required to complete the Year-end Achievement Report by December 15. The year-end assessment can act as a baseline assessment for the next year in the program should they continue in the program.
- 8.** Employers must appoint a Safety Groups Coordinator to fulfill the administrative activities required as a participant in the Safety Groups Program. Should the person appointed change during the year, the WSIB should be advised.
- 9.** Employers must attend and participate in at least three Safety Groups meetings/workshops per year as organized by the Safety Group Sponsor.
- 10.** Employers must participate in networking activities with other group members.
- 11.** If asked, employers must cooperate with WSIB mid-year progress visits, and spot-checks as part of the evaluation process.
- 12.** Employers must maintain regular contact with their Safety Group Sponsor.
- 13.** Employers and their employees may be asked to participate in questionnaires, surveys or interviews as part of the ongoing Safety Groups Program evaluation.