



ELECTRICAL  
CONTRACTORS  
ASSOCIATION OF  
ONTARIO

## Application Form R.H. (Hugh) Carroll Safety Award

### Recognizing & Encouraging Safety amongst Member Firms of the ECAO

Members wishing to apply should fill out the following form completely and return it to Cristina

Najera ([safety@ecao.org](mailto:safety@ecao.org)) to the attention of: **R.H. (Hugh) Carroll Award Committee.**

Deadline for submission is **Friday March 29, 2024**

Company Name:

Address:

Tel:

Contact:

Email:

Area ECA:

CHECK ONE	CATEGORY	TOTAL NUMBER OF EMPLOYEES/WORKERS ON PAYROLL
<input type="checkbox"/>	1	Contractors with fewer than 20 Employees/Workers
<input type="checkbox"/>	2	Contractors with between 20 – 100 Employees/Workers
<input type="checkbox"/>	3	Contractors with between 100 - 250 Employees/Workers
<input type="checkbox"/>	4	Contractors with over 250+ Employees/Workers

Does your company hold any health & safety related designations?

COR

ISO 45001 (Safety Standard)

Other: (please list)

*Please submit a copy of the certificate with this application.*

Please provide statistics below for the last 3 years.

STATISTICS	2021	2022	2023
Total company hours worked			
First Aid			
Medical Aid			
Lost Time Injuries			
Critical Injuries			

**IMPORTANT:** Submit application with a copy of the **Index/Table of Contents** of your Health & Safety Manual, and **verification of designations.**

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**FINAL GRADING**

Each question is 10 points.

Award recipients are determined based on the application's overall score (*80 points total*).

See Grading Rubric for Application Evaluation Guidelines

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**QUESTION SHEET**

**1. Senior Management:**

- a. Explain **Senior Management's** involvement in reviewing, implementing, and communicating the Health & Safety Management System.
- b. How was **Senior Management** a part of setting health & safety goals/objectives in 2023.

**2. Health & Safety Goals/Objectives Process:**

- a. Explain the process in detail for developing and achieving the health & safety goals for 2023?

**3. Health & Safety Goals/Objectives Results:**

Were the health & safety goals/objectives achieved?

- a. If yes, how?
- b. If no, was a corrective action plan required/implemented? Provide details.

**4. Supervisors & Managers:**

- a. What contributions were made by **Supervisors & Managers** towards developing, implementing, communicating, and applying the Health & Safety Management System in 2023?

**5. Workers:**

- a. Detail how **workers** meaningfully engaged in the development, implementation, communication, and application of the Health & Safety Management System in 2023.

**6. Worker Feedback:**

- a. How was **worker** feedback collected, and assessed?  
(*Ex: Surveys, Questionnaires, Hazard Inspection, Joint Health & Safety Committee, Health & Safety Worker Rep., Safety Talks*)
- b. How was **worker** feedback used to make changes to the Health & Safety Management System?

**7. Changes to the Workplace:**

- a. Did your company introduce or develop any new procedures, tools, equipment, or training to improve the health & safety of workers? If yes, what was introduced?
- b. Explain how these changes are going to improve health & safety.

**8. Greatest Health & Safety Achievement for 2023:**

- a. What was this achievement?
- b. Why is it the greatest achievement?
- c. How did this achievement improve workplace health & safety?

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**Date Application Submitted**

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**Signature of Contact**

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**ANSWER SHEET**

**1. Senior Management:**

- a. Explain **Senior Management's** involvement in reviewing, implementing, and communicating the Health & Safety Management System.

[5 marks]

- b. How was **Senior Management** a part of setting health & safety goals/objectives in 2023.

[5 marks]

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**2. Health & Safety Goals/Objectives Process:**

- a. Explain the process in detail for determining and developing the health & safety goals for 2023?  
[10 marks]

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**3. Health & Safety Goals/Objectives Results:**

Were the health & safety goals/objectives achieved?

a. If yes, how?

[10 marks]

b. If no, was a corrective action plan required/implemented? Provide details.

[10 marks]



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**4. Supervisors & Managers:**

- a. What contributions were made by **Supervisors & Managers** towards developing, implementing, communicating, and applying the Health & Safety Management System in 2023?  
[10 marks]

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**5. Workers:**

- a. Detail how **workers** meaningfully engaged in the development, implementation, communication, and application of the Health & Safety Management System in 2023.

[10 marks]

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**6. Worker Feedback:**

- a. How was **worker** feedback collected, and assessed?

*(Ex: Surveys, Questionnaires, Hazard Inspection, Joint Health & Safety Committee, Health & Safety Worker Rep., Safety Talks)*

[5 marks]

- b. How was **worker** feedback used to make changes to the Health & Safety Management System?

[5 marks]

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**7. Changes to the Workplace:**

- a. Did your company introduce or develop any new procedures, tools, equipment, or training to improve the health & safety of workers? If yes, what was introduced?

[5 marks]

- b. Explain how these changes are going to improve health & safety.

[5 marks]

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**8. Greatest Health & Safety Achievement for 2023:**

a. What was this achievement?

[3 marks]

b. Why is it the greatest achievement?

[3 marks]

c. How did this achievement improve workplace health & safety?

[4 marks]