

1.1.1.4 Is the program readily accessible to all employees?	Yes
CR - 1.1.2 Are there written safety responsibilities?	Yes
CR - 1.1.2.1 Have documented safety responsibilities been presented to all new employees initially during orientation and/or upon assignment to a position with different/additional safety responsibilities?	Yes
CR - 1.1.3 Are there general safety rules?	Yes
CR - 1.1.3.1 Have these rules been distributed ANNUALLY (via safety meetings, postings, etc.) TO ALL EMPLOYEES and such action documented?	Yes
1.1.4 Are site/task specific safety rules required?	Yes
1.1.4.1 Are there site/task specific safety rules?	Yes
1.1.4.1.1 Have these rules been distributed ANNUALLY (via meetings, posting, etc.) TO ALL EMPLOYEES and such action documented?	Yes

%"& GUYhMA YYh]b [g UbX HfU]b]b [

Question	Answer
CR - 1.2.2 How many documented safety meetings haoALJand R	

All inspections, observations, and recommendations by Sedgwick Claims Management Services, Inc. (hereinafter "Sedgwick") in this report are advisory only and intended solely for the purpose of assisting our clients in their decisions about whether to implement any such inspections, observations and recommendations in their loss control and safety procedures. Any such decisions are the sole responsibility of the client. All observations and recommendations in this report are based upon (i) practices and conditions of the client inspected by Sedgwick, and (ii) written and/or verbal information provided by the client to Sedgwick. Sedgwick has not undertaken to verify, and does not warrant or represent, the accuracy or completeness of any such practices, conditions and information. Sedgwick does not represent or warrant that the observations and recommendations in this report are fully compliant with local, state or federal laws and regulations applicable to practices and conditions inspected by Sedgwick. The client is advised to seek legal advice about any such laws or regulations. This report, and the observations and recommendations contained herein, are for the sole benefit and use of the client, and may not be relied upon by any person or entity other than the client.

CR - 1.5.A.1.1 Is the written Transitional Return to Work policy:	Agency/Site Specific
CR - 1.5.A.1.2 Is the agency conducting documented	

All inspections, observations, and recommendations by Sedgwick Claims Management Services, Inc. (hereinafter "Sedgwick") in this report are advisory only and intended solely for the purpose of assisting our clients in their decisions about whether to implement any such inspections, observations and recommendations in their loss control and safety procedures. Any such decisions are the sole responsibility of the client. All observations and recommendations in this report are based upon (i) practices and conditions of the client inspected by Sedgwick, and (ii) written and/or verbal information provided by the client to Sedgwick. Sedgwick has not undertaken to verify, and does not warrant or represent, the accuracy or completeness of any such practices, conditions and information. Sedgwick does not represent or warrant that the observations and recommendations in this report are fully compliant with local, state or federal laws and regulations applicable to practices and conditions inspected by Sedgwick. The client is advised to seek legal advice about any such laws or regulations. This report, and the observations and recommendations contained herein, are for the sole benefit and use of the client, and may not be relied upon by any person or entity other than the client.

CR - 1.6.3 Is the agency conducting documented employee awareness on BBP for low risk employees at least once every 5 years thereafter?	Yes
CR - 1.6.4 Are there any high-risk employees, as identified by the agency?	Yes
CR - 1.6.4.1 Is the agency conducting documented employee training on BBP for high-risk employees within 90 days of hire?	Yes
CR - 1.6.4.2 Is the agency conducting documented employee training on BBP for high-risk employees at least once every year?	Yes
1.6.5 Are spill procedures in place?	Yes
1.6.6 Are spill kits maintained?	Yes
1.6.7 Does the agency have a written First Aid program for employees and visitors?	Yes
1.6.8 Are first aid kits maintained?	Yes
1.6.9 Does the agency location meet any of the following criteria: * Working with night shifts or any minimal/partial crew shifts? * Employees working in remote/isolated locations? * The on-site medical facility is closed?	Yes

1.6.9.1 Does the agency have someone available in these situations who is trained/able

All inspections, observations, and recommendations by Sedgwick Claims Management Services, Inc. (hereinafter "Sedgwick") in this report are advisory only and intended solely for the purpose of assisting our clients in their decisions about whether to implement any such inspections, observations and recommendations in their loss control and safety procedures. Any such decisions are the sole responsibility of the client. All observations and recommendations in this report are based upon (i) practices and conditions of the client inspected by Sedgwick, and (ii) written and/or verbal information provided by the client to Sedgwick. Sedgwick has not undertaken to verify, and does not warrant or represent, the accuracy or completeness of any such practices, conditions and information. Sedgwick does not represent or warrant that the observations and recommendations in this report are fully compliant with local, state or federal laws and regulations applicable to practices and conditions inspected by Sedgwick. The client is advised to seek legal advice about any such laws or regulations. This report, and the observations and recommendations contained herein, are for the sole benefit and use of the client, and may not be relied upon by any person or entity other than the client.

2.1.1-C Is there a written program that includes ALL of the following components? Procedure for identifying high-risk drivers:	Yes
2.1.1-D Is there a written program that includes ALL of the following components? Driver Training:	Yes
2.1.1-E Is there a written program that includes ALL of the following components? Disciplinary action for employees identified as high-risk drivers:	Yes
2.1.1-F Is there a written program that includes ALL of the following components? Claims reporting:	Yes
2.1.1-G Is there a written program that includes ALL of the following components? Accident investigation:	Yes
2.1.1-H Is there a written program that includes ALL of the following components? Definition of State vehicles:	Yes

&"& =bgdYVW]cb UbX F YdUJf cZ GhUHy Ck bYX J Y\ J\WYg

Question	Answer
CR - 2.2.1 Does the agency have any state-owned vehicles?	Yes
CR - 2.2.1.1 How many potential vehicle inspections (# of vehicles X 12) were there in the most recently completed audit/Compliance Review period?	888

CR - 2.2.1.2 How many documented vehicle inspections were condm

ziq

All inspections, observations, and recommendations by Sedgwick Claims Management Services, Inc. (hereinafter "Sedgwick") in this report are advisory only and intended solely for the purpose of assisting our clients in their decisions about whether to implement any such inspections, observations and recommendations in their loss control and safety procedures. Any such decisions are the sole responsibility of the client. All observations and recommendations in this report are based upon (i) practices and conditions of the client inspected by Sedgwick, and (ii) written and/or verbal information provided by the client to Sedgwick. Sedgwick has not undertaken to verify, and does not warrant or represent, the accuracy or completeness of any such practices, conditions and information. Sedgwick does not represent or warrant that the observations and recommendations in this report are fully compliant with local, state or federal laws and regulations applicable to practices and conditions inspected by Sedgwick. The client is advised to seek legal advice about any such laws or regulations. This report, and the observations and recommendations contained herein, are for the sole benefit and use of the client, and may not be relied upon by any person or entity other than the client.

' "& 9a d`cmYY F Ygdcbg]V]`]hm

Question	Answer
3.2.1 Does the agency program outline employee responsibility?	Yes
3.2.2 Have only authorized employees been assigned to duties covered under the program?	Yes
3.2.3 Are employees receiving documented training in their job duties per the program?	Yes

' "' GYW f]hm

Question	Answer
CR - 3.3.1 Is there a comprehensive written security policy that includes but is not limited to procedures that address limited, controlled access for authorized individuals to buildings?	Yes
3.3.2 Is there a comprehensive written security policy that includes, but is not limited to procedures that address monitoring/controlling visitor access?	Yes
3.3.3 Is there a comprehensive written security policy that includes but is not limited to procedures that address securing all entrances and exits?	Yes
3.3.4 Is there a comprehensive written security policy that includes but is not limited to procedures that address limiting access to data on personal computers?	Yes

' "(?Ym7cbhfc`

Question	Answer
CR - 3.4.1 Is there a key/access card control policy in place?	Yes
3.4.1.1 Does key control policy include the following: A key/card log?	Yes
3.4.1.2 Does key control policy include the following: Procedures to change locks/codes?	Yes
3.4.1.3 Does key control policy include the following: Methods for issuing, returning, and accounting for lost/stolen keys/cards?	Yes
3.4.1.4 Does key control policy include the following: Specifying employee responsibility/procedures for handling keys/cards?	Yes

(9ei]da YbhA UbU[Ya Ybh

Question	Answer
----------	--------

All inspections, observations, and recommendations by Sedgwick Claims Management Services, Inc. (hereinafter "Sedgwick") in this report are advisory only and intended solely for the purpose of assisting our clients in their decisions about whether to implement any such inspections, observations and recommendations in their loss control and safety procedures. Any such decisions are the sole responsibility of the client. All observations and recommendations in this report are based upon (i) practices and conditions of the client inspected by Sedgwick, and (ii) written and/or verbal information provided by the client to Sedgwick. Sedgwick has not undertaken to verify, and does not warrant or represent, the accuracy or completeness of any such practices, conditions and information. Sedgwick does not represent or warrant that the observations and recommendations in this report are fully compliant with local, state or federal laws and regulations applicable to practices and conditions inspected by Sedgwick. The client is advised to seek legal advice about any such laws or regulations. This report, and the observations and recommendations contained herein, are for the sole benefit and use of the client, and may not be relied upon by any person or entity other than the client.

All inspections, observations, and recommendations by Sedgwick Claims Management Services, Inc. (hereinafter "Sedgwick") in this report are advisory only and intended solely for the purpose of assisting our clients in their decisions about whether to implement any such inspections, observations and recommendations in their loss control and safety procedures. Any such decisions are the sole responsibility of the client. All observations and recommendations in this report are based upon (i) practices and conditions of the client inspected by Sedgwick, and (ii) written and/or verbal information provided by the client to Sedgwick. Sedgwick has not undertaken to verify, and does not warrant or represent, the accuracy or completeness of any such practices, conditions and information. Sedgwick does not represent or warrant that the observations and recommendations in this report are fully compliant with local, state or federal laws and regulations.

CR - 4.1.2.1 Has a documented assessment been conducted to determine if the use of any Personal Protective Equipment is required?

f - 4.1.2.1 Ha Protective Equipment

All inspections, observations, and recommendations by Sedgwick Claims Management Services, Inc. (hereinafter "Sedgwick") in this report are advisory only and intended solely for the purpose of assisting our clients in their decisions about whether to implement any such inspections, observations and recommendations in their loss control and safety procedures. Any such decisions are the sole responsibility of the client. All observations and recommendations in this report are based upon (i) practices and conditions of the client inspected by Sedgwick, and (ii) written and/or verbal information provided by the client to Sedgwick. Sedgwick has not undertaken to verify, and does not warrant or represent, the accuracy or completeness of any such practices, conditions and information. Sedgwick does not represent or warrant that the observations and recommendations in this report are fully compliant with local, state or federal laws and regulations applicable to practices and conditions inspected by Sedgwick. The client is advised to seek legal advice about any such laws or regulations. This report, and the observations and recommendations contained herein, are for the sole benefit and use of the client, and may not be relied upon by any person or entity other than the client.

("%)* 9`Yj Uhcfg/ :]fY GYfj]WV ? Ym#9ei]da YbhF cca

Question	Answer
CR - 4.1.6.1 Does the agency have elevators?	Yes
CR - 4.1.6.1.1 Are current elevator certificates available?	Yes
CR - 4.1.6.1.2 Have ALL code violations been corrected and documented?	Yes
4.1.6.1.3 Are there written procedures outlining availability of the fire service key?	Yes
4.1.6.1.4 Has the fire service key been provided to the designated employee?	Yes
4.1.6.1.5 Is the fire service key provided to the local fire department or readily accessible upon their arrival?	Yes

("%)+ 7cbZ]bYX GdUW

Question	Answer
CR - 4.1.7.1 Has a documented assessment been performed to determine if confined spaces exist?	Yes
4.1.7.1.1 Were any confined spaces identified?	No

) K UhYf J YggY`

Question	Answer
CR - 5.1 Does the agency have any state-owned water vessels (e.g., boats, ferries, airboats)?	Yes

) "%"% Dfc[fUa

Question	Answer
5.1.1.1-A Is there a written program that includes ALL of the following components? Procedure for authorizing employees in the program:	Yes
5.1.1.1-B Is there a written program that includes ALL of the following components? Definition of high-risk operators:	Yes
5.1.1.1-C Is there a written program that includes ALL of the following components? Determination of high-risk operators:	Yes
5.1.1.1-D Is there a written program that includes ALL of the following components? Operator training:	Yes
5.1.1.1-E Is there a written program that includes ALL of the following components? Disciplinary action for employees identified as high-risk operators	Yes

All inspections, observations, and recommendations by Sedgwick Claims Management Services, Inc. (hereinafter "Sedgwick") in this report are advisory only and intended solely for the purpose of assisting our clients in their decisions about whether to implement any such inspections, observations and recommendations in their loss control and safety procedures. Any such decisions are the sole responsibility of the client. All observations and recommendations in this report are based upon (i) practices and conditions of the client inspected by Sedgwick, and (ii) written and/or verbal information provided by the client to Sedgwick. Sedgwick has not undertaken to verify, and does not warrant or represent, the accuracy or completeness of any such practices, conditions and information. Sedgwick does not represent or warrant that the observations and recommendations in this report are fully compliant with local, state or federal laws and regulations applicable to practices and conditions inspected by Sedgwick. The client is advised to seek legal advice about any such laws or regulations. This report, and the observations and recommendations contained herein, are for the sole benefit and use of the client, and may not be relied upon by any person or entity other than the client.

5.1.1.1-F Is there a written program that includes ALL of the following components? Claims reporting:	Yes
5.1.1.1-G Is there a written program that includes ALL of the following components? Accident investigation:	Yes
5.1.1.2 Is someone assigned to monitor the program?	Yes

) "%"& =bgdYVW]cbg UbX F YdU]fg

Question	Answer
5.1.2.1-A Were all required monthly vessel inspections performed?	Yes
5.1.2.1-B Were any deficiencies found during the inspection?	No
CR - 5.1.2.2 Are there any vessels that are twenty-six (26) feet or longer?	No
5.1.2.3 Is periodic, preventive maintenance, per the manufacturer's recommendations, performed and documented?	Yes

) "%" HfU]b]b[

Question	Answer
CR - 5.1.3.1 Is the initial "Boat Louisiana" training conducted before authorization to drive is granted and/or within ninety (90) days of hire or the employee(s) entering the program?	Yes
CR - 5.1.3.2 Is a refresher course conducted once every three (3) years thereafter?	Yes
5.1.3.3 Are all authorized employees who receive a conviction for a violation required to retake the Boat Louisiana or other ORM recognized course within ninety (90) days of conviction?	Yes

) "%"(F YWcfXg UbX : cfa g

Question	Answer
CR - 5.1.4.1 Is there a signed and dated list of approved operators indicating annual verification of the operator records?	Yes
CR - 5.1.4.2 Are the Vessel Authorization/Operator History forms (DA 2066) signed and dated annually?	Yes
5.1.4.3 Have there been any water vessel accidents, in a commercial vessel over navigable waters, during the most recently concluded Audit/Compliance Review period?	No
5.1.4.4 Have there been any non-commercial vessels involved in an accident in any waters?	No

All inspections, observations, and recommendations by Sedgwick Claims Management Services, Inc. (hereinafter "Sedgwick") in this report are advisory only and intended solely for the purpose of assisting our clients in their decisions about whether to implement any such inspections, observations and recommendations in their loss control and safety procedures. Any such decisions are the sole responsibility of the client. All observations and recommendations in this report are based upon (i) practices and conditions of the client inspected by Sedgwick, and (ii) written and/or verbal information provided by the client to Sedgwick. Sedgwick has not undertaken to verify, and does not warrant or represent, the accuracy or completeness of any such practices, conditions and information. Sedgwick does not represent or warrant that the observations and recommendations in this report are fully compliant with local, state or federal laws and regulations applicable to practices and conditions inspected by Sedgwick. The client is advised to seek legal advice about any such laws or regulations. This report, and the observations and recommendations contained herein, are for the sole benefit and use of the client, and may not be relied upon by any person or entity other than the client.

* : `[\hCdYfUh]cbg

Question	Answer
CR - 6.1. Does the agency have any state aircraft?	No

All inspections, observations, and recommendations by Sedgwick Claims Management Services, Inc. (hereinafter "Sedgwick") in this report are advisory only and intended solely for the purpose of assisting our clients in their decisions about whether to implement any such inspections, observations and recommendations in their loss control and safety procedures. Any such decisions are the sole responsibility of the client. All observations and recommendations in this report are based upon (i) practices and conditions of the client inspected by Sedgwick, and (ii) written and/or verbal information provided by the client to Sedgwick. Sedgwick has not undertaken to verify, and does not warrant or represent, the accuracy or completeness of any such practices, conditions and information. Sedgwick does not represent or warrant that the observations and recommendations in this report are fully compliant with local, state or federal laws and regulations applicable to practices and conditions inspected by Sedgwick. The client is advised to seek legal advice about any such laws or regulations. This report, and the observations and recommendations contained herein, are for the sole benefit and use of the client, and may not be relied upon by any person or entity other than the client.