

**ARS Risk Reduction Reviews™** are performed for risk managers, safety directors and other senior management of client companies that for the most part are self-insured. The reviews are conducted in the same manner that an expert witness would review a case during their preparation for court. The reviews identify the problems producing loss or exposure to regulatory issues and suggest the most effective remedy.

During the review, every effort is made to help the local management understand how to manage their safety and regulatory programs. After each review there is a detailed report developed that covers all the review findings, measures each segment and sets up a workable action plan. This allows the client to track their progress and use the results in their management's standards of performance and in their periodic performance reviews. All reviews begin with an opening conference to discuss the review strategy with local management and ends with a closing conference to discuss the review findings.

**ARS Risk Reduction Reviews™** are tailored for the client and usually consists of a combination of one or more of the following types of reviews:

#### **Accident Prevention and Related Cost Reduction**

- Vehicle Accidents
- Injury Accidents
- Property Loss

#### **Regulatory Compliance**

- Department of Transportation (DOT)
- Occupational Safety and Health (OSHA General & Construction)
- Americans with Disabilities Act Title III (ADA)
- Process Safety Management (OSHA & EPA)
- Environmental Protection Agency (EPA)

#### **Vehicle Maintenance Program Reviews**

- Preventive Maintenance (PM) Program
- Driver Vehicle Inspection Reports (DVIR) Program
- Department of Transportation (DOT) Compliance
- Physical Condition of Vehicles
- Shop Safety
- Occupational Safety and Health Act (OSHA)

After the external review process is established, it is always suggested that each of their locations are reviewed at least once a year. This can be done by ARS doing 100% of the reviews or a percent of the reviews and establishing an internal review program to complete the rest.

## Risk Reduction Review Utilization

### Primary Goal

The primary goal of **ARS Risk Reduction Reviews™** is to train location management how to reduce and eliminate as much risk to an operation as possible, evaluate their safety performance and provide them with clear direction on how to keep improving.

**The reduction of risk to a location results in the following:**

#### Reduction of Accidents

**Reduction of accidents** that result in reduced:

- Fatalities and injuries to employees and public that can be emotionally and financially devastating to a family.
- Loss of the use of facilities and equipment including trucks, autos, etc., used in the company's operation and by the public.
- Claim's cost of accidents that pays for the medical, emotional loss and loss of work for individuals involved in the accident.
- Claim's cost of accidents that pay for the property loss of the equipment involved in an accident.
- **The cost involved in the disruption of company operations. This cost is approximately 3 to 4 times more than the actual claim's cost.** The disruption of operations involves areas like:
  - Replacement of an injured employee by another employee that is on overtime pay and/or later by a new employee that must be hired and trained.
  - Retraining of an employee that had a preventable accident or off work for an extended time due to an injury.
  - Time spent by management investigating the accident, working with the claims company on the claim, depositions, going to court, working on the discipline process which sometimes involves a union. This time lost is time that management could have spent on keeping the operation running smoothly and efficiently.
  - Many more areas that disrupt the effectiveness of the operations.
- Negative press that has a negative effect on keeping clients and getting new clients.

#### Reduction of Negligent Risk Factors

**Reduction of negligent risk factors** that are caused by location management not properly controlling the risk at their location. **Management's negligence involved in a claim can cause a claim to increase 5 to 10 times what the actual claim's cost should have been.** Negligent risk factors are caused by management not:

- Following the hiring and selection requirements established by the company.
- Following the new hire training and evaluation requirements set by the company.
- Following the on-going training requirement set by the company.
- Following the re-training requirements for preventable accidents set by the company.
- Following the regulatory requirements set by the U.S. and/or states.
- Following the company's Safety and Security Policies and Procedures

Many times negligent factors are simply caused by management not properly documenting one or more of the above areas when they are being implemented.

### **Reduction of Regulatory Violations**

**Reduction of regulatory (OSHA, DOT, EPA, & ADA) violations** that can result in fines, but more importantly, can result in increased cost of a claim due to management's negligence.



*are Used to:*

#### **Guide the Reviewer/Auditor**

Guide the reviewer/auditor through all the areas concerning OSHA, DOT, EPA and ADA that will be reviewed.

#### **Contain Critical Information**

Contain the critical information needed to conduct a review quickly and efficiently. The information includes:

- Over 140+ key safety and regulatory review areas, over 600 sub safety and regulatory areas and over 2,000 safety and regulatory defect detail areas
- Over 2,000 corrective action plans that are setup for each defect detail
- Client's Standard Operating Procedures (SOP) to safety and regulatory referenced by each area in the application
- All of Client's location detail
- A regulation reference for each area (DOT, OSHA, EPA, ADA, etc.)
- Customized scoring system
- Much more!

#### **Collect All the Information Needed**

Collect all of the information needed for each review and stores the information for future reference.

#### **Provide All the Reports**

Provide all of the reports at the end of the review to use at the closing conference and to send out to the management teams. These reports are typically distributed via email.

## Conducting



**ARS Risk Reduction Reviews™** are conducted by:

### **Starting With an Opening Conference**

Conducting an opening conference with the key executives and their key management team to cover all areas of the Risk Reduction Review including who should be involved and time frames that different segments of the review will be conducted.

### **Requiring Management Involvement**

Requiring the location Safety Manager to be 100% involved in the review and to take good notes throughout the review. It also requires the manager of each department or location to participate in the review of their area(s) and take good notes.

### **Reviewing Each Area as an Expert Witness Would**

Reviewing each area in the same manner as an expert witness would review a case in their preparation for court while training the location management how to review their own work to assure it has been properly done.

### **Repeatedly Reviewing Each Area**

Having location management repeatedly review each area until it is assured that they remember how to properly do each process involved in implementing and controlling each segment of their company's programs that are structured to control the risk. This repeated training process is same method used in changing an unsafe behavior.

### **Selecting Information to be Reviewed at Random**

The information reviewed is picked at random during the review. The number of files, accidents, vehicles, etc., selected must be enough to find out the compliance in each area. In most cases a minimum of five and a maximum of 10 are used. **ARS Risk Reduction Reviews™** can do a 100% review of all or just certain areas. When this is done, all of the names, employee IDs, vehicles, etc., can be pre-loaded by our developers to save time and reduce errors.

### **Teaching Location Management How and Why**

Teaching location management how and why each area being reviewed is important in controlling the risk at their location.

### **Conducting a Closing Conference**

Conducting a closing conference with the key management team to cover all areas of the review and to assure that no questions are left unanswered.

## Providing the Management Team with Detailed Reports

Providing the management team detailed reports on their performance in each area being reviewed. Some of the key performance reports include the following:

- Review Results Summary Report that includes prior year comparisons
- Review Results Detailed Report that includes prior year comparisons
- Vehicle Inspections Detailed Report
- OSHA Physical Aspects Brief Report
- OSHA Detailed Report that includes prior year comparisons
- DOT Detailed Report that includes prior year comparisons
- Corrective Action Plans

There are over a hundred specialty reports, charts and graphs that can also be generated either for one location or by area, region or total company. In addition, reports, charts, exports to Microsoft Excel, etc., can be customized for your company by our developers.

## Providing a Corrective Action Plan Template

Providing a **Corrective Action Plan Template** that covers each area reviewed that has an opportunity area for improvement, has a defect detail that breaks down each area for full understanding and a suggested action for each defect detail.

It allows location management to edit or add to the actions to best fit their needs in making the improvement, state what person will be doing the actions, set target dates for completion and date completed for each action.

It is critical that each action on the action plan be completed on a timely basis and documented in order to reduce the risk and to assure that the review findings cannot be used against the company in the future.

## *Long Term Use of*



## *Will*

***Provide the information needed to establish a Standards of Performance to Safety*** at each management level that targets management's efforts toward doing what is needed on a daily basis to keep their location's risk levels going down. Measuring their performance only on accident frequencies or claims cost just makes a statement that they should give more effort but does not target what efforts must be done to reduce the risk.

Help your company to be ***number one in safety*** in your industry, operate more efficiently and be more profitable.

***Most importantly it will save lives and injuries that devastate families!!***