



IN THE BUSINESS OF YOUR SUCCESS®

ADP TotalSource® Solutions for Business Challenges

An Ounce of Prevention is Worth a Pound of Cure *A Pro-Active Approach to Safety Protects Your Employees and Your Business*

Businesses like yours face a complex maze of safety rules and regulations designed to keep your workforce safe but can also leave your head pounding. At ADP TotalSource® our priority is to establish a partnership with you and stop your headache **before** it begins. We believe that achieving a safer workplace starts with identifying and controlling potential hazards and exposures before they become major safety or compliance issues. As a core component of our integrated Human Resources services, our Risk and Safety Consultants work with your senior management to help develop and implement a comprehensive safety and loss control program.

A Pro-active Approach

You've heard the old saying, "an ounce of prevention is worth a pound of cure." Our TotalSource® solutions guide you through the workplace safety life cycle, from Hazard Assessment to Accident Investigation to Loss Analysis. However, we believe a pro-active approach to risk and safety management is the best way to protect your employees and your bottom line. Check out some of the key features of our program specially designed to get you started on the right path from the very beginning.

Hazard Assessment

Your ADP TotalSource Risk and Safety Consultant will conduct assessments of your workplace to identify hazards likely to cause injury and illnesses to your employees. As part of the assessment, we recommend safety control methods to minimize the potential for injury.

Safety Awareness Training

Your Risk and Safety Consultant will recommend an appropriate safety training program for your business. ADP TotalSource, through TotalSource University, provides access to a wide-range of safety-related training seminars, including classroom-style safety awareness and Occupational Safety and Health Administration (OSHA) mandated training classes.

Injury and Illness Prevention Program (IIPP)

ADP TotalSource will help you create an IIPP – a system of policies, procedures, and practices designed to protect workers from occupational safety and health hazards and exposures. An effective and successful IIPP not only helps with OSHA compliance but also helps improve workplace safety, health, morale, and productivity.

A safe workplace – and a workforce that takes safety seriously – is your best defense against the costs associated with work-related injuries and illnesses. Contact your Risk and Safety Consultant today to begin planning your comprehensive safety and loss control program!

When Planning Ahead Isn't Enough

A furniture manufacturer with 150 employees over two shifts is meticulous when it comes to safety regulations and takes full advantage of its relationship with ADP TotalSource and the Workplace Safety Solutions we offer. With a long history of dedication to their employees' safety, the company's Human Resources Director was not at all concerned by an unannounced wall-to-wall OSHA inspection last month. She was shocked when the OSHA investigator presented the company with a laundry list of citations and violations – 16 totaling over \$29,400 in fees and penalties.

The company's first call was to their ADP TotalSource Risk and Safety Consultant, Tony Lazarecki. Tony's insights and expertise enabled him to go through the violations line-by-line, comparing them to industry standards and the company's own safety initiatives, ultimately determining that many of the violations weren't applicable. "All of us Risk and Safety Consultants have a good understanding of safety regulations and how they apply to various types of industries," says Tony. OSHA ultimately dismissed six violations outright and lowered the penalties by 88 percent to only \$3,700.