Motivation & Recognition Department
P.O. Box 679, Itasca, IL 60143-0679
Ph: 1-800-621-7619 • Fax: 1-630-775-2185
E-mail: awards@nsc.org • Web: www.nsc.org

Occupational Awards Program
Reference Guide

Who is eligible to participate

The following outlines the basic eligibility requirements for the National Safety Council's Occupational program:

Entities eligible for consideration

- All National Safety Council member companies, units and/or facilities that have met the specific program criteria and submitted the required program information/data.

Entities not eligible for consideration

- Non-member organizations, units and/or facilities of the National Safety Council.
- Establishments associated with a member entity, but not covered under its organization membership.
- Independent, non-member contractors employed by member entities.
- Non-member subcontractors engaged by contractor member entities.

What you need to complete the application forms

- **Membership ID Number:** 6-digit number that identifies your company's membership information, i.e. address, contact, phone number, etc. Each physical location must have its own separate Membership I.D. Number in order to apply as a separate entity**.** Your Membership I.D. Number must correspond with your location address. If you do not know your Membership I.D. Number, please contact the NSC Customer Relations Department at 1-800-621-7619.

- **NAICS (North American Industry Classification System):** Industry Code and title assigned to your company, unit or facility based upon North American Industry Classification System Manual, U.S. 1997 Edition. Auxiliary establishments of an organization have been classified as such. These include offices, laboratories, warehouse or distribution centers, or repair facilities, etc. If you do not know your NAICS Code, please call 1-973-625-5626 or log on to www.naics.com/search.htm.

  The **North American Industry Classification System** (NAICS) Codes will replace your SIC (Standard Industrial Classification) Codes. This six digit code is a major revision that not only provides for newer industries, but also reorganizes the categories on a production/process-oriented basis (SIC used a mixture of production-based and market-based categories). These are common codes between U.S., Mexico and Canada and recognizes more industries and distinctions, including high-tech industries and service industries.

- **Number of Cases with Injuries and Illnesses that Involved Days Away from Work:** Cases with days away from work during reporting period.
- **Number of Fatalities**: Deaths. Occupational deaths, regardless of time between injury and death or length of illness during reporting period.
- **Number of Work Hours:** Number of employee hours worked during reporting period.

For additional information, contact Customer Relations by phone at 1-800-621-7619, fax at 630-775-2185 or e-mail at awards@nsc.org.