



MSCI Safety Excellence Program Participant Guide

Overview of MSCI and NSC

Founded in 1909, the Metals Service Center Institute (MSCI) is a non-profit trade association based in Rolling Meadows, Ill., serving the industrial metals supply chain. It serves members in more than 1,500 locations throughout the United States, Canada, Mexico and the world. MSCI's goal is to meet member needs for knowledge and thought leadership, provide data to encourage company success, advocate for a healthy metals and manufacturing sector, and provide executive education and professional development opportunities. MSCI has more than 350 member organizations operating from about 2,000 locations in the U.S., Canada, Mexico, and elsewhere around the world. Together, MSCI members constitute the largest single group of metals purchasers in North America, each year accounting for more than 75 million tons of steel, aluminum and other metals, with about 300,000 manufacturers and fabricators as customers.

The nation's leading safety advocate for more than 100 years, the National Safety Council (NSC) is a nonprofit organization with the mission to save lives by preventing injuries and deaths at work, in homes and communities, and on the road through leadership, research, education and advocacy. Working to make the world measurably safer, NSC advances this mission by engaging businesses, government agencies, elected officials and the public to help prevent unintentional injuries. The National Safety Council has more than 50,000 member locations representing a wide variety of industries and company sizes. The Campbell Institute – the global center of excellence for environmental, health and safety – is comprised of 30 top performing member organizations that collaborate to share research and best practices widely across industries.

On November 1, 2015, MSCI became an Advocate Sponsor of the Council's *Journey to Safety ExcellenceSM* campaign as one part of a broader program effort to elevate the importance of safety in the metals industry. MSCI is a current member of the National Safety Council and roughly 15% of MSCI member companies are also NSC members.

Program Purpose

The MSCI Safety Excellence Program (the “Program”) is designed to improve safety performance within the metals industry through education of safety practitioners, measurement of safety performance, and fostering a culture of continuous safety improvement. The Program’s ultimate goal is to educate metals companies on the importance of safety and its links to company success. In addition, the program’s aim is to help reduce the rate and severity of metals industry worker injuries, help control workers compensation costs and enhance safety and operational performance within the metals industry.

Program Elements

The MSCI Safety Excellence Program combines various MSCI and NSC products and services together into a unique continuous safety improvement experience for MSCI members at both an organizational and individual level. The program provides recognition for companies/locations participating in the program and completing its components.

The Program combines the NSC resources available through:

- 1) The *Journey to Safety Excellence* safety measurement and benchmarking tools, resources and Ask an Expert features;
- 2) *Advanced Safety Certificate (ASC) Program* and *NSC University’s Competency Assessment*, providing individual competency improvement opportunities for those responsible for safety at each of MSCI’s 2,000 locations;
- 3) *NSC membership* (optional, but ASC pricing is more favorable for NSC members, making it cost-effective to join);
- 4) *NSC consulting* (optional, as desired by MSCI locations).

And MSCI resources available through:

- 5) *MSCI Annual Safety Conference*
- 6) *MSCI Annual Safety Survey*

The Program elements together are designed to encourage:

- Organizational Excellence – enhanced organizational safety competency through overall program participation (registration); advanced corporate and/or location safety programming via ASC training participation and attendance at the MSCI annual safety conference; improved tracking of safety data for better pinpointing and remediation of problems; provision of survey data which contributes to industry benchmarking and knowledge; and increased resources and assistance via optional NSC membership and/or consulting.
- Individual Excellence – improved individual safety competency by obtaining the Advanced Safety Certificate, completing the competency assessment and resulting activities, joining the Journey to Safety Excellence and using the tools and resources available there.

Program Eligibility

The grounds and procedure for awarding MSCI member companies participation recognition in the form of a plaque awarded by MSCI to successfully participating companies are set forth below. Recognition shall be granted on an annual basis to companies who successfully meet the following criteria:

- 1) The company is a current member of MSCI.
- 2) The company must have at least one employee from any of its locations currently and actively involved in obtaining the National Safety Council Advanced Safety Certificate (ASC).
- 3) At least one employee from the company must attend MSCI's annual Safety Conference.
- 4) The company must participate in MSCI's annual safety survey by submitting their data as a survey participant.

MSCI determines program participation success or failure for each of its member companies based on the above criteria. NSC provides MSCI with relevant data and information from the program that will allow MSCI to make this annual determination on a company by company basis.

Description of Program Elements

Journey to Safety Excellence

By registering for the MSCI program, you gain access to the Journey to Safety Excellence website—a special section of the NSC website dedicated to helping all organizations improve safety through safety measurement tools, resources, and ask-an-expert features.

Safety Measurement Tools

To know where you're going, you need to know where you are. The *Journey to Safety Excellence* offers three safety measurement tools to help you measure baselines, set realistic goals and monitor your progress. All of your data is confidential, and while you could be paying for tools like this elsewhere, these tools are free because we're just on a mission to save lives.

NSC Incident Rate Calculator

Uses: The NSC Incident Rate Calculator is a benchmarking tool that will compute monthly and year-to-date incident rates based on entered OSHA 300 log information at a location level.

How it works: You will need to enter the information listed below into the Calculator in order to generate graphs of your data and benchmark comparisons.

What you'll need:

- NAICS code for location (a lookup tool is provided to help)
- Year and Month of data being reported

- Total Recordable Cases (TRC) for each month
- Days Away from Work Cases (DAFW) for each month
- Number of Hours Worked for each month

NSC Safety System Assessment

Uses: This NSC Safety System Assessment is a benchmarking measurement tool to help improve your safety management systems at a single location. Diagnose areas of strength and opportunities for improvement within the *Journey to Safety Excellence* pillars and monitor your progress over time through periodic reassessment.

How it works: The person most responsible for safety at your location answers 69 questions using a rating scale from 1-5. Your results are compared against the NSC database of nearly 500 companies. Upon reassessment, see where improvements have been made and what still needs attention.

What you'll need: You will need approximately 30 minutes to complete this assessment.

NSC Employee Safety Perception Survey

Uses: This survey provides information and insight into your safety culture. It asks your workers questions on safety topics and highlights areas of strength and opportunities for improvement.

How it works: This location-based survey requires an administrator to organize and send the survey link to employees, monitor completion rates and run the final report. Your employees' responses are benchmarked against the NSC database. Upon reassessment, see where safety efforts have made an impact in employee perceptions.

What you'll need: Employees are asked to indicate their level of agreement with 10 safety and work-related statements that take less than 10 minutes to complete. You set the number of days to collect employee responses and determine when to generate the results report.

Guides

Explore the Journey Guides for hundreds of resources covering a variety of safety and health topics. Guides include training, e-tools, apps, recorded webinars, articles, compliance resources, case studies and more under these tabs:

Safety Basics – Explore fundamental safety topics such as compliance and insurance.

Leadership & Employee Engagement – Learn how to foster a culture where safety is fully integrated and becomes a shared responsibility.

Safety Management Systems – Gain access to practices that help embed safety into everyday work tasks.

Risk Reduction – Discover methods to identify potential hazards and decrease the likelihood of an incident or severe injury or illness.

Performance Measurement – Measure not only safety outcomes but the things that can indicate where incidents are likely to occur next.

Ask an Expert

Safety takes hard work, but you are not alone. Think of the Journey – and the 100 years of experience of the National Safety Council– as your adjunct safety team, your partner, because every worker should go home each day in the same condition as they arrived.

We encourage you to reach out if you need assistance on things like:

- Tough safety questions
- How to use the Journey tools
- Advice to address a safety challenge

We have a team of experts and can also pose questions to the 5,000-plus Journey participants through our monthly Journey Digest emails.

Advanced Safety Certificate Training Program

Think critically about safety hazards in your workplace and solve problems before they become safety incidents. The NSC Advanced Safety Certificate program is a nationally-recognized safety curriculum based on proven best practices that helps you:

- Learn to assess your organization's unique safety needs
- Create comprehensive safety plans customized to your organization
- Implement your own customized, comprehensive safety programs effectively

The ASC program builds upon knowledge of compliance requirements while also sharpening leadership skills to drive fundamental safety change throughout your organization. The ASC curriculum provides an in-depth look at the issues safety practitioners face every day and offers proven approaches and solutions. Through 12 training days and 7.8 CEUs, this popular safety certificate program will help you direct your organization's comprehensive safety plan with greater efficiency and success.

To earn your certificate, you must complete Principles of Occupational Safety and Health along with any of the other 1-day or 4-day courses below to total 78 hours*.

[Principles of Occupational Safety and Health \(POSH\)](#)

- [Safety Management Techniques](#)
- [Fundamentals of Industrial Hygiene](#)
- [Safety Training Methods](#)
- [Safety Inspections](#)
- [Incident Investigation](#)
- [Job Safety Analysis](#)
- [Ergonomics: Managing for Results](#)

- [Team Safety](#)

*All courses must be completed in a 5-year period.

NSC University Competency Assessment

NSC University's Competency Assessment helps safety and health practitioners develop the skills and knowledge needed to stay current and grow in their jobs. By answering a few questions, the competency assessment tool will recommend programs and educational material to guide professional development.

Like any university, the classes you take are determined by what you need to advance your career. In the safety and health field, we have identified occupational levels to develop proficiency in each level:

- 1) **Individual Contributor** - This is a front-line person or one who does not manage others.
- 2) **Safety & Health Expert** - This is an individual with specialized and functional responsibility; is certified or is a subject matter expert in safety & health. This would be a safety practitioner, safety representatives, EH&S management or loss prevention.
- 3) **People Leader** - This is a team leader, manager or supervisor.
- 4) **Operational Leader** - This is a division, plant, multi- or single-site manager or a Human Resources/Training director.
- 5) **Strategic Leader** - This is a C-Level leader or equivalent. Examples of people surveyed include anyone who is a CEO, in Executive Management, is an Owner, Director, EVP, SVP or other senior management.

NSC Membership (Optional)

Become a member of the National Safety Council (normally a company level membership) to show your organization's commitment to safety; gain access to all member benefits such as:

- Discounts on individual training courses
- Free webinar replays (vs. \$99 non-member fee)
- Library services
- Safety&Health Magazine subscription
- Emergency Alert Network
- News Alerts (weekly)
- Awards and recognition programs
- Member-only downloadable content

Visit nsc.org/join for more information.

NSC Consulting (Optional)

Request an onsite consultation visit from one of NSC's consultants to assess various best practice elements (leadership and employee engagement, safety management systems, risk reduction, and performance measurement) with a custom report or help with a specific safety issue. Visit [NSC Consulting](#) or contact Katherine van den Bogert at (630) 775-2046 or Katherine.vandenbogert@nsc.org for additional information.

MSCI Safety Conference

MSCI's Annual Safety Conference is a unique opportunity for those interested in the metals industry to network with peers facing similar challenges. All breakout sessions are led by metals industry professionals providing practical takeaways to help attendees in their own company safety programs.

MSCI Safety Survey

The MSCI Safety Survey is designed to provide easy-to-understand metals industry safety benchmarks for MSCI members and to identify the top safety issues MSCI members are facing each year. The Safety Survey Report is prepared by Industry Insights, Inc. of Columbus, Ohio, while working closely with MSCI member company safety representatives. Confidential survey forms are distributed annually to MSCI members.

Contact Us

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