



Florida Municipal Safety Excellence Initiative

The Florida Municipal Safety Excellence Initiative is a voluntary safety accreditation program available to members of the Florida Municipal Insurance Trust.

Its goal is to provide each participating organization the knowledge and tools needed to easily develop and implement an effective safety management system. A well-implemented safety management system will lead to a reduction in losses, injuries and illnesses.

For members that do not have existing safety management systems, the Florida Municipal Safety Excellence Initiative provides a step-by-step accreditation action plan. This includes all the written resources needed to successfully develop and implement organizational-specific health and safety management systems that meet established standards.

For members that have existing safety management systems, the safety Initiative provides a benchmark to compare their programs and initiatives to industry best practices. The self-evaluation and safety improvement assessment allow for continual progress and development and can be used to pinpoint areas that require additional attention.



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Accreditation

Our dedicated risk and safety team will help members implement the various safety management processes. Once accredited, members will be eligible for exclusive benefits, including:

A Certificate of Safety Excellence (CSE)	✓
Peer Recognition	✓
Access to the Safety Leadership Certificate Program	✓

There are **five separate accreditation paths** based on organization size and the type of public services provided. Members can choose from:



Large Entity
Certificate of Safety Excellence



Small Entity
Certificate of Safety Excellence



Office Only
Certificate of Safety Excellence



Law Enforcement
Certificate of Safety Excellence



Fire Department
Certificate of Safety Excellence

Law enforcement and fire departments will be eligible for their own accreditation, when applicable.

Accreditation Path - Criteria

LARGE ENTITY

Any member that has a decentralized organizational structure where department directors are responsible for the implementation of department-specific safety plans and operate using general directives with minimal guidance from the executive leadership team.

- ▶ Example: The City of XYZ has very broad safety directives for its departments. Each department (public works, utilities, parks, library, building/code enforcement) has the autonomy to develop and implement its own safety management system that best fits its needs and operations.

SMALL ENTITY

Any member that has a centralized organizational structure where the executive team provides the departments with specific safety plans and requirements.

- ▶ Example: The City of ABC has a safety management system that its departments (public works and building/code enforcement, etc.) must follow. The department directors work together with human resources to coordinate the city's safety efforts.

OFFICE ONLY

Any member that only provides administrative services to the public should select the Office Only pathway. This could include a community development district with a single administrative employee or a county clerk of courts with more than 500 employees in multiple buildings.

- ▶ Since administrative work is relatively low risk, there are less technical requirements needed to obtain the Office Only Certificate of Safety Excellence.
- ▶ Note: For organizations like housing authorities that have a small group of employees who conduct other hands-on tasks (maintenance work, project management, etc.), we recommend selecting the Small Entity option to ensure that all required programs are in place.

LAW ENFORCEMENT AND FIRE DEPARTMENTS

As law enforcement officers and fire/EMS employees face very different risks than other municipal workers, they can achieve a Certificate of Safety Excellence independent from their municipality.

- ▶ Note: Achieving a Certificate of Safety Excellence is not related to any state or federal accreditation that you may have. However, implementation of the safety management systems discussed in this initiative will complement your police or fire accreditation process.

Accreditation Process

1. Conduct a self-assessment based on your chosen accreditation path.
2. Implement any applicable or missing safety management elements.
3. When ready, have your FMIT risk consultant conduct a Level 1 safety improvement assessment.
4. If the Level 1 requirements are met, obtain your Level 1 Certificate of Safety Excellence.
5. Focus on continuous implementation and improvement.
6. Within a year, have your FMIT risk consultant conduct a Level 2 safety improvement assessment.
7. If the level 2 requirements are met, obtain your Level 2 Certificate of Safety Excellence.
8. Focus on continuous implementation and improvement.
9. Within a year, have your FMIT risk consultant conduct a Level 3 safety improvement assessment.
10. If the Level 3 requirements are met, obtain your Level 3 Certificate of Safety Excellence.
11. Focus on continuous implementation and improvement.
12. Within a year, have your FMIT risk consultant conduct a Level 3 safety improvement assessment then repeat annually to renew your accreditation.

Note: This is a voluntary, scalable program. Participants may achieve and/or maintain any level of accreditation based on the needs of their organization.

Safety Improvement Assessment Scoring

To obtain a **Certificate of Safety Excellence**, each member is evaluated using the safety improvement assessment for its chosen accreditation path. Points are awarded based on objective, observable and measurable criteria, and members must demonstrate effective implementation of the element to obtain the score. This means participants must demonstrate the implementation using documentation, written programs, training records or other supporting information.

The Certificate of Safety Excellence will be awarded based on the following scoring criteria:

LEVEL	PASSING SCORE	ASSESSMENT NUMBER
Level 1	65% overall with no applicable elements scoring less than 50%	First Assessment
Level 2	75% overall with no applicable elements scoring less than 60%	Second Assessment (1-Year)
Level 3	85% overall with no applicable elements scoring less than 70%	Ongoing Assessment (Every year after)

Note: Significant changes in operations, personnel or claims history may prompt a more frequent review of the effectiveness of the system.

Resources

The Florida Municipal Insurance Trust website offers a wealth of resources to assist you with the process every step of the way. Visit insurance.flcities.com/safety-excellence-initiative to access:

Self-evaluation checklists for each accreditation path	✓
An online resource library featuring:	
▶ written programs	✓
▶ safe work practices	
▶ specialized training programs	
A member safety forum with targeted threads for topics where members can share stories, successes and lessons learned with other participants	✓

Florida Municipal Safety Leadership Certificate Program (For Supervisors)

Ready to take your safety leadership skills to the next level? As an added benefit of the Florida Municipal Safety Excellence Initiative, members can participate in a specialized training program to help supervisors develop the knowledge and skills of organizational leadership.

The training program begins with a safety leadership development course that includes modules on why safety is important, how to demonstrate commitment, how to conduct and document inspections, how to report and investigate incidents and how to conduct behavioral observations. Supervisors can then choose a series of electives based on the type of work their team does (excavation safety for public works, fleet safety for departments with fleets, etc.).

This training will be offered via regularly scheduled classes throughout the state, on-site for your staff or online. Participants will receive a Florida Municipal Safety Leadership Certificate upon completion of the program.

Contact your risk and safety consultant or visit insurance.flcities.com/safety-excellence-initiative to learn more.