



# Did You Know?

October  
2008

## CSRMA Risk Control Online Website: Business Continuity Plan Builder

<http://www.sipeonlinetraining.com/csrma/>

### NEW PROGRAM!

CSRMA has just released the **Business Continuity Plan Builder**, an application designed to help you **create contingency plans around** those systems you identify as MISSION CRITICAL so your agency can provide critical services to protect public health during emergency operations.

The Business Continuity Plan Builder walks you step-by-step through constructing plans for:

• **Chemical**                      • **Power**                      • **Equipment**                      • **Administrative Systems**

Create a Business Continuity Plan without the expense of an independent consultant or the headache of doing it in-house **by using** the CSRMA Business Continuity Plan Builder.

## Job Description Builder

Did you know that you can get help learning to use the Job Description Builder? This is an incredible tool that you can use to organize and maintain physical **demands-based** job descriptions. Once you're up and running you can also use the Transitional Assignment Builder to easily identify appropriate temporary assignments for injured workers. Simply enter the employee's restrictions, select **one** or more departments and then choose from a whole list of physically appropriate tasks.

For help getting started with the Job Description Builder, contact Heather Truro, WC/Return to Work Advisor, at (925) 922-0305 or [htruro@comcast.net](mailto:htruro@comcast.net)



## Contractor Safety Program Builder ... Coming Soon!

Keep an eye on the CSRMA Risk Control Online website this month for the new Contractor Safety Program Builder. This application is designed to help your agency reduce the risks surrounding the hiring of contractors while meeting Cal/OSHA regulations related to multi-employer liability.

Use the Contractor Safety Program Builder to develop a programmatic approach to managing the risks of working with contractors. Some of the risk can be transferred through insurance and contract language, but in any case the safety records and practices of your agency's contractors can have a huge effect on costs...both hard costs and hidden costs. The result is a program that includes:

- Contractor Safety Orientation
- Contractor Safety Program Self-Certification
- Hazard Action Matrix
- Pre-Qualification and Determination Guide
- Pre-Qualification of Contractors Seeking to Bid on Public Works Projects



The Contractor Safety Program Builder...coming soon to CSRMA Risk Control Online.

If you ever have any questions or want more information,  
contact David Patzer, CSRMA Risk Control Advisor at (707) 373-9709 or [losscontrol@sbcglobal.net](mailto:losscontrol@sbcglobal.net).