



MNOSHA Partnership Application/Renewal Checklist

Level 1 Participant

- ☐ Complete the 2026 ABC STEP application
- ☐ Review Level 1 agreement and ensure that your company meets all eligibility requirements
- ☐ Print, sign, and date the bottom of agreement
- ☐ Complete and return annual activity report

Level 2 Participant

- ☐ Complete the 2026 ABC STEP application
- ☐ Review Level 2 agreement and ensure that your company meets all eligibility requirements
- ☐ Print, sign, and date the bottom of agreement
- ☐ Complete and return annual activity report
- ☐ Submit a jobsite safety audit report completed by an approved third-party auditor (MNOSHA Consultation, US Compliance associate, insurance representative, ABC representative)

Level 3 Participant

- ☐ Complete the 2026 ABC STEP application
- ☐ Review Level 3 agreement and ensure that your company meets all eligibility requirements
- ☐ Print, sign, and date the bottom of agreement
- ☐ Complete and return annual activity report
- ☐ Submit a jobsite safety audit report completed by an approved third-party auditor (MNOSHA Consultation, US Compliance associate, insurance representative, ABC representative)

Please submit completed packets to ABC of MN/Safety Programs Manager:

Janet Artmann
janet.artmann@mnabc.com



MN/ND ABC & MNOSHA Partnership Level 1 Agreement



Summary of partnership requirements (See next page for descriptions of each item)	
1. Annual Report and Qualifying Inspection	
2. Comprehensive safety and health program	
3. Six-foot fall-protection policy	
4. Prohibited substance policy (Req's Vary)	
5. Safety and health program administrator - Part Time	
6. Orientation & Training (Req's Vary)	
7. OSHA 10-hour course for field supervisors - 30%	
8. Weekly safety meetings	
9. Safety committee	
10. Hazard Recognition & Evaluation Process	
11. Employee involvement (Requirements vary by level)	
12. No willful violations within past five years	
13. No fatalities/catastrophes with violations within past five years	

I, _____ (company primary contact) with _____ (company)
agree to follow the above requirements for the MN/ND ABC & MNOSHA partnership.

Signature

Date

ABC use only below this line

ABC Safety Committee Representative Name _____

Signature

Date



MN/ND ABC & MNOSHA Partnership Level 1 requirements descriptions



1. Submit activity update and receive a qualifying jobsite safety audit by ABC of MN representative(s) annually.
2. Develop and implement a comprehensive written safety and health program based on the ANSI A10.38-2000 Guidelines or the OSHA 1989 Safety and Health Program Management Guidelines; it must include a written A Workplace Accident and Injury Reduction (AWAIR) program and Employee Right-to-Know (ERTK) program. The written program shall incorporate in its entirety 29 CFR 1926 Subpart C of the General Safety & Health Provisions.
3. Implement a six-foot fall-protection policy for work governed by OSHA Standards for Construction 1926, including Subparts L (Scaffolding), M (Fall Protection) and R (Steel Erection) which have exceptions. Safety monitors cannot be used as a means of fall protection.
4. Construction is classified as hazardous work necessitating the development, implementation and maintenance of a prohibited substance policy and testing program that complies with applicable laws, statutes and agreements. A state-licensed employee assistance program shall be available to any employee covered by the testing program.
5. Assign at least one trained person with responsibility for employee safety as a portion of their job responsibilities. Including administration of the participant's safety and health program, and to conduct documented safety and health inspections of ongoing work. A trained employee is one who has completed 30-hours of construction safety training relevant to the work being performed (OSHA 30) within the first 12 months of joining the partnership. Documented ongoing use of a safety consultant may satisfy this requirement.
6. Conduct an orientation of all new employees in the safety and health programs of the company for avoidance of hazards specific to the contractor's worksite(s); for example, training on AWAIR and ERTK programs.
7. 30% of all field construction supervisory personnel receive 10 hours of safety hazard awareness training related to their scope of work within the first year of applying. Examples of training may include OSHA 10, Pro 10, MSHA, HAZWOPPER, Basic Plus, C-STOP, Epic, Contractor Safety Orientation, Refinery Construction and Maintenance Safety et al upon review.
8. Conduct and document weekly employee safety meetings.
9. Safety Committee comprised of employees and management meet at documented intervals. Meetings are documented with an agenda.
10. Hazard recognition and evaluation process must be documented on at least a weekly basis. The size of the job will dictate whether more frequent documentation is needed. Controlling contractors of multi-employer sites, or tiered subcontractors will include evaluation of all contractors/scope under their control in addition to work they perform. This could include:
 - Task assessments
 - JHA/JSA
 - Safety Inspections
11. Employee involvement in the safety and health program. Such as:
 - a. participation of employees in self-audits, site inspections, or
 - b. job hazard analysis, or
 - c. safety and health program reviews, or
 - d. safety training, or
 - e. incident near-miss or accident investigations
12. Have no willful violations in MN that became final within the past five years.
13. Have no fatalities or catastrophes in MN within the past five years that resulted in serious or willful citations related to the incident.



MN/ND ABC & MNOSHA Partnership Level 2 Agreement



Summary of partnership requirements (See next page for descriptions of each item)	
1. Annual Report and Qualifying Inspection	
2. Comprehensive safety and health program	
3. Six-foot fall-protection policy	
4. Prohibited substance policy (Req's Vary)	
5. Safety and health program administrator - 50%	
6. Orientation & Training (Req's Vary)	
7. OSHA 10-hour course for field supervisors	
8. OSHA 30-hour course for field supervisors - 30%	
9. Weekly safety meetings	
10. Safety committee	
11. Hazard Recognition & Evaluation Process	
12. Employee involvement (Requirements vary by level)	
13. No willful violations within past five years	
14. No fatalities/catastrophes with violations within past five years	
15. No repeat violations within past five years	
16. Incident rate at or below MNDLI Survey of Occupational Injuries & Illness Statistics (three-year average)	

I, _____ (company primary contact) with _____ (company)
agree to follow the above requirements for the MN/ND ABC & MNOSHA partnership.

Signature

Date

ABC use only below this line

ABC Safety Committee Representative Name _____

Signature

Date



MN/ND ABC & MNOSHA Partnership Level 2 requirements descriptions



Level 1 requirements - See page 3

Level 2 – In addition to the parameters outlined in Level 1 applicants seeking Level 2 status must meet the following requirements:

1. Drug policy includes reasonable suspicion training for a minimum of one person trained organizationally.
2. Assign at least one trained person with responsibility for employee safety with safety at least 50% of their time and responsibilities. Documented ongoing use of a safety consultant may satisfy this requirement.
3. In addition to offering training for workers avoidance of hazards, including new hire orientation, employers also have methods for measuring the effectiveness of the training. For example, testing knowledge or skill demonstration.
4. 30% of all field construction supervisory personnel receive 30 hours of safety hazard awareness training related to their scope of work within the first year of applying. Examples of training may include OSHA 30, STSC, OSHA 510 et al upon review. The remaining 70% of all field construction supervisory personnel have received/completed 10 hours of safety hazard training as outlined in Level 1 requirements.
5. Employee involvement in the safety and health program.
 - Self-audits, and
 - Site inspections, and
 - Job hazard analysis, and
 - Safety and health program reviews, and
 - Safety training, and
 - Incident near-miss and accident reporting, and
 - Conducting site specific safety orientations.
6. Have no repeat violations in MN that became final in the past five years.
7. Maintain a total case injury/illness incidence rate (three-year average) that is at or below the most current MN Department of Labor Survey of Occupational Injuries and Illness Statistics for the applicant's three-digit North American Industrial Classification System (NAICS) code. The most recent numbers will usually be those from the previous calendar year.



MN/ND ABC & MNOSHA Partnership Level 3 Agreement



Summary of partnership requirements (See next page for descriptions of each item)			
1. Annual Report and Qualifying Inspection		13. No fatalities/catastrophes with violations within past five years	
2. Comprehensive safety and health program		14. No repeat violations within past five years	
3. Six-foot fall-protection policy		15. Incident rate at or below MNDLI Survey of Occupational Injuries & Illness Statistics (three-year average) - ≤ 30%	
4. Prohibited substance policy (Req's Vary)		16. Designated safety person at each site.	
5. Safety and health program administrator - 100%		17. Positive recognition practice for employees/trade partners	
6. Orientation & Training (Req's Vary)		18. Trade partner prequal, and accountability	
7. OSHA 30-hour course for field supervisors		19. Maintain specialty contractors safety and health programs	
8. Weekly safety meetings		20. Mental health resources and training	
9. Safety committee - Leadership		21. Lessons learned sharing on incident & near misses	
10. Hazard Recognition & Evaluation Process		22. Leadership values safety	
11. Employee involvement (Requirements vary by level)			
12. No willful violations within past five years			

I, _____ (company primary contact) with _____ (company) agree to follow the above requirements for the MN/ND ABC & MNOSHA partnership.

Signature

Date

ABC use only below this line

ABC Safety Committee Representative Name _____

Signature

Date



MN/ND ABC & MNOSHA Partnership

Level 3 requirements descriptions



Level 1 requirements - See page 3

Level 2 requirements - See page 5

Level 3 – In addition to the parameters outlined in Level 1 & 2 applicants seeking Level 3 status must meet the following requirements:

1. Drug policy includes reasonable suspicion training for one person at each project site.
2. Dedicated Safety Employee (100% of time and responsibility) who administers the firm's safety and health program and conducts documented safety inspections of all work. The employee by degree, certificate, accreditation or demonstrated experience is qualified to be responsible for continual improvement and mitigating risk throughout the organization.
3. Mentorship and/or skill qualification process for new and apprentice workers.
4. Safety personnel designated at each site who conducts and documents safety inspections of all work on the contractor's projects, and through training and experience, can recognize hazards and have authority to take prompt corrective action. Training equivalent to the OSHA 30-Hour Construction Outreach Course is satisfactory.
5. Positive recognition for employees and/or subcontractors that demonstrate safe work practices and behaviors.
6. Prequalifies trade partners based on their safety record prior to contracting for work. Trade partners are contractually obligated and expected to comply with Level 3 contractor policies except whereby specialty or work scope it would be deemed more hazardous to do so.
7. Maintain a total case injury/illness incidence rate (three-year average) that is at or 30% below the most current MN Department of Labor Survey of Occupational Injuries and Illness Statistics for the applicant's three-digit North American Industrial Classification System (NAICS) code. The most recent numbers will usually be those from the previous calendar year.
8. Mental health training is provided to supervisors, and resources are provided to employees. Including recognizing if someone may be struggling, and how to connect them with help.
9. Incident & near miss investigation that implements the fundamentals of continuous improvement. Incident lessons learned are being shared, beyond safety committee.
10. Leadership (defined as CEO, President, Vice President, Executives etc.) values safety which can be demonstrated by:
 - Participating in Safety Committee
 - Conducting Safety Audits
 - Incorporating Safety goals into strategic plan



MN/ND ABC & MNOSHA Partnership – Annual Activity Report

Company _____

Address (street, city, state, zip) _____

Primary Contact _____

Phone _____ Fax _____

Email _____

Signature _____ Date _____

1. When was your company's last visit and/or contact with OSHA?

2. What type(s) of safety training does your company have in place?

3. Have you updated your safety program in the last 1-3 years? If so, what?

4. Has your company had any major safety issues in the past year? If so, please explain.

5. Is there anything that ABC can do to help you with your safety program?

ABC use only below this line

ABC Safety Committee Representative Name _____

Signature _____

Date _____