



Kansas City Power & Light Company

Contractor Safety Requirements Program – Q&A's

1.	Q. Why was the OSHA language and standards removed from the CSR?
	A. Removal of the OSHA standards will eliminate redundant administrative efforts to ensure the CSR document is compliant with the latest OSHA standards and remove duplicity of information that is already available and published on osha.gov. The CSR document will still encompass KCP&L – Generation plant specific requirements. In no way do the Contractor Safety Requirements release Contractors from the responsibilities for compliance with all federal, state, and local authority safety regulations.
2.	Q. Why were level assignments (1, 2 and 3) removed?
	A. While contractors are exposed to varying degrees of plant processes and hazards as their work scope changes, exposures and hazards should be identified and discussed on a case-by-case basis and documented on the job briefing form.
3.	Q. Why has the Competent Person Designation form been eliminated?
	A. OSHA defines a competent person as the following, “One who is capable of identifying existing and predictable hazards in the surroundings, or working conditions which are unsanitary, hazardous, or dangerous to employees, and who has authorization to take prompt corrective measures to eliminate them.” The Competent Person Designation form is not an OSHA requirement. Contractors remain responsible for compliance with all federal, state, and local authority safety regulations and for documenting their employee training. KCP&L contractors are required to provide competent, qualified and experienced general foremen and foremen to perform work under the CSR terms and conditions.
4.	Q. Why were the Hold and Hot Work procedures deleted?
	A. Removal of these procedures will eliminate redundant administrative efforts to ensure the CSR document is compliant with current KCP&L Policies and Procedures. This information is available upon request.
5.	Q. Why are contractor Health and Safety Program audits not being conducted prior to acceptance?
	A. While OSHA has established that maintaining a safety program is an essential tool in the effective management of worker safety and protection, it is not a leading indicator of safety performance. The extent to which the program is described in writing is less important than how effective it is in practice.

6.	<p>Q. What are the new contractor safety approval-qualifying processes?</p>
	<p>A. Contractor safety qualification requirements are now based on their OSHA Incident and EMR Rates. These measurements are supported by the insurance industry and as reported annually by the Bureau of Labor Statistics. By realigning the safety prequalification requirements, this permits for acceptable safety assessment and promotes and improves effective qualifying and procurement activities.</p>
7.	<p>Q. What if a contractor-vendor does not meet the approval-qualifying guidelines?</p>
	<p>A. The contractor will not be re-audited or added to the approved list until the new OSHA and EMR stats are available and reviewed in April of the following year.</p>
8.	<p>Q. What is an EMR Rating and what does it mean?</p>
	<p>A. An experience modification rate (EMR) is a method of determining workers' compensation premiums for businesses. A mathematical formula is used to calculate the rate on an annual basis, and a company's premium can go up or down depending on your company's claims experience.</p> <p>EMR is calculated by an insurance company examination of a company's payroll and losses for the previous five years. The insurer then sends its findings to the National Council on Compensation Insurance (NCCI). This organization assigns a rating based on the three-year period starting one year prior to the current effective date. For example, when calculating the EMR for 2010, the NCCI would examine the years 2006 through 2009.</p>
9.	<p>Q. Will all contractors and vendors have an OSHA and EMR Rating?</p>
	<p>A. No. Contractors with 10 or fewer employees do not need to keep OSHA injury and illness records and are generally exempt from this requirement. Companies that do not pay in excess of \$3,000 in annual workers' compensation premiums will not have an EMR rating.</p> <p>Contractors that could fall within this category are, what were once identified as, Level 3 vendors such as Engineers, Consultants, inspection and testing contractors, and service vendors such as UPS, Fed-Ex, and uniform companies.</p> <p>Companies that are exempt from OSHA and EMR ratings should indicate this on the Safety Pre-Qualification form.</p>
10.	<p>Q. How do contractors register to do business with KCP&L?</p> <p>For general Accounts Payable questions, e.g. invoice payment questions, send your requests to: acctspay@kcpl.com or call 816-556-2200</p> <p>For general Procurement questions, please send your requests to: procurement@kcpl.com or call 816-556-2200 or see the KCP&L Supplier website at: http://www.kcpl.com/supplier/index.htm</p> <p>For Generation Contractor Safety questions, send your requests to: contractorsafety@kcpl.com or call 913-681-7316 – Karla Kemp, CSR Program Administrator</p> <p>For Transmission & Distribution Contractor Safety questions, send your requests to: Janis Reineke at Janis.reineke@kcpl.com.</p>

11.	Q. What if our company was previously notified that we were already approved by your Safety Department?
	A. Your company will need to complete the Safety Pre-Qualification form and submit to contractorsafety@kcpl.com for review. See Question 6
12.	Q. Will sub-contractors be subject to the CSR qualifying-approval process?
	A. No, however, sub-contractors are subject to the requirements as outlined in the CSR manual/document.
13.	Q. Who do I contact if I have questions about the CSR Program?
	A. E-mail contractorsafety@kcpl.com or contact Karla Kemp, CSR Program Administrator. Technical-SME questions can be directed to Gene York at 816-365-7151.