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2020

BEST PRACTICES  
PROGRAM



# 2020

## BEST PRACTICES PROGRAM



**Deadline: November 6, 2020**

**Receive up to a 10% discount on your general liability, auto liability, and property insurance contributions.**

The SDIS Best Practices Program was designed to assist districts with implementing best practices to mitigate risk in areas of high exposure. This year's program offers each district up to a 10% credit on 2020 general liability, auto liability, and property insurance contributions. There are five opportunities to earn 2% toward your total discount. These opportunities include the following:

### **1. Affiliate Organization Membership | Credit: 2%**

You will receive a 2% credit for being a member of any of the following affiliated organizations:

- Cemetery Association of Oregon
- Oregon Economic Development District Association
- Oregon PRIMA
- Oregon APCO-NENA
- Oregon Fire Chiefs Association
- Oregon Public Ports Association
- Oregon Association of Chiefs of Police
- Oregon Fire District Directors Association
- Oregon Recreation and Park Association
- Oregon Association of Clean Water Agencies
- Oregon Library Association
- Oregon Rural Health Association
- Oregon Association of Conservation Districts
- Oregon Mosquito & Vector Control Association
- Oregon Transit Association
- Oregon Association of Hospitals/Health Systems
- Oregon People's Utility Districts Association
- Oregon Water Resources Congress
- Oregon Association of Water Utilities

If you are a member of an organization that is not listed above or has qualified in prior years, please contact Jaime Keeling at [jkeeling@sdao.com](mailto:jkeeling@sdao.com).

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## 2. Harassment Checklist | Credit: 2%

To receive credit in this category, you must complete the harassment checklist available within the Best Practices Survey on the SDIS Insurance Site. To access the Insurance Site, visit the SDAO website ([www.sdao.com](http://www.sdao.com)) and sign in. Next, click the Insurance Site button. If you do not have user access, please contact Member Services at 800.285.5461 or email [memberservices@sdao.com](mailto:memberservices@sdao.com) for assistance.

## 3. Harassment Policy | Credit: 2%

In order to receive the 2% credit, your district must have adopted a harassment policy that includes the new changes in the law. If you do not have one in place, visit <http://ref.sdao.com/bestpractices/policy.docx> for a sample policy.

## 4. Online Training (Not Available Until Spring 2020) | Credit: 2%

To receive credit for this category, you must complete the following online course:

- **Harassment Training** (Click on Extra Training and search "Harassment Training".)

**This course will be available in Spring 2020. Trainings are not accessible through the SDAO website.** SDAO uses SafePersonnel to facilitate the online training program where a personalized training website is created for each member district to access the training library and take online courses. **If your district does not have a training website already set up through this program, please contact SDAO Member Services to get started. You can call us at 800-285-5461 or send an email with your name, district, and email address to [memberservices@sdao.com](mailto:memberservices@sdao.com). We will send your information to SafePersonnel.**

If your district's training website has already been created and you need assistance accessing the information, please contact SafePersonnel directly at 800-434-0154.

## 5. SDAO/SDIS Training | Credit: 2%

One board member or district staff member must attend **one** SDAO/SDIS webinar, SDAO/SDIS regional training, the 2020 SDAO Annual Conference, or any onsite risk management training conducted by SDAO risk management staff or management consulting staff during the current policy year (2020).

A list of upcoming trainings is available at [www.sdao.com/events](http://www.sdao.com/events).

## Receiving Credit

Completion of the Best Practices Survey (located online on the SDIS Insurance Site) is required to receive credit. Your district will be notified by email this spring when the survey becomes available online. The survey must be submitted by a district representative who will verify completion of the credit requirements within the survey. ***Please note, each district is responsible for completing their own survey online. The deadline to complete the survey is Nov. 6, 2020.***

If you have any questions regarding the Best Practices Program or need help completing it online, please contact Jaime Keeling at [jkeeling@sdao.com](mailto:jkeeling@sdao.com) or 800.285.5461 ext. 122.

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