

# ACCA

## Safety Incentive Discount Program (SIDP)

### 2014-15 Program Year

#### Application Checklist

In one email message, send electronic **copies** (please retain your originals) of the following to Marcia Collier ([mcollier@alabamacounties.org](mailto:mcollier@alabamacounties.org)):

- Completed SIDP **Application** (Appendix A in [2014-15 SIDP Guidebook](http://www.alabamacounties.org/wp-content/uploads/2011/12/ACCA-SIDP-2014-15-Program-Guide.pdf) or [www.alabamacounties.org/wp-content/uploads/2011/12/ACCA-SIDP-2014-15-Program-Guide.pdf](http://www.alabamacounties.org/wp-content/uploads/2011/12/ACCA-SIDP-2014-15-Program-Guide.pdf))
- Agendas and sign-in sheets from two (2) **County-wide Safety Committee meetings** held between Nov 2014-Sept 2015
- Agendas and sign-in sheets from four (4) **County Safety Sensitive Dept. meetings** held between Nov 2014-Sept 2015
- Two (2) deputies' certificates (cannot be same two deputies from last year) from a **Below 100 class** held between Nov 2014-Sept 2015
- Two (2) correctional officers' certificates from an **AJA Conference** held between Nov 2014-Sept 2015
- All required **"Written" policies**; i.e., Drug Policy, Return-to-Work Policy, Seat Belt Policy and Cell Phone Policy  
(NOTE: do not send if already sent last year)
- Employee Orientation Form** which the new employee and supervisor or HR Dir. signs and dates to verify orientation has been completed.

In addition:

- You will need to have responded to the **loss control recommendations letter** sent to you from Meadowbrook before October 31<sup>st</sup>.

**Questions?** If you are unsure of the policies we already have on file for your county or are unsure that all your training requirements have been met,

**contact Marcia Collier**  
(334-263-7594 or [mcollier@alabamacounties.org](mailto:mcollier@alabamacounties.org))