



## RISK MANAGEMENT

**Overview:** The Risk Management Division of the Metropolitan Commission endeavors to provide the organization with an economical and effective risk and safety management program by developing loss control and prevention initiatives to reduce the frequency and severity of losses and work-related injuries.

### Major Areas of Responsibility:

- Manages the Commission's blanket of risk insurance coverage including general liability, property, auto, environmental, cyber, and the requirements for licensed / bonded employees
- Updates and maintains asset inventory of all insurance covered items including properties, buildings and contents, autos, and equipment
- Processes and monitors the accident and loss related claims
- Reports and tracks all work-related injury claims
- Maintains contact with the injured worker
- Fosters a return to work program for injured workers
- Ensures compliance with OSHA's safety and health regulations
- Maintains OSHA recordkeeping and annual posting requirement for all departments
- Coordinates the Employee Safety Committee and loss prevention / control programs
- Maintains, reviews, and updates the Safety and Health Policies and Procedures
- Coordinates safety training and programs for departments
- Produces Employee Risk and Safety reminders
- Circulates timely safety reminders and seasonal awareness bulletins to all employees
- Conducts site hazard assessments and insurance inspections in MetCom facilities
- Tracks building and facility safety inspections and coordinates corrective actions

### Risk Management Contact:

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