

2018 STEP APPLICATION CHECKLIST



Welcome to ABC Chesapeake Shores Chapter checklist for completing your STEP Application. To make this process as easy to complete as possible, here are few tips and a list of things you will need. For more information about STEP, please visit

www.abc-chesapeake.org/step

The STEP Application is most easily completed when all your relevant data is collected prior to starting the application.

- Gold Level & Below...**
 1. Present Year EMR
 2. Most recent year OSHA 300/300A (2017)

- Platinum & Diamond Levels**
 1. Last 3 years of OSHA 300/300A
 2. Present Year EMR

***Under 50 Employees – you can use your 5-year IR average and 3-year EMR average*

***Between 50 – 100 Employees – you can use a 3-year IR average*

- STEP 1 – Download & Print the 2018 STEP application for reference while completing the online application. (note: A \$30 processing fee will be charged for all hard copy submissions)
https://www.abc.org/portals/1/STEP/2018_STEP_App.pdf

- STEP 2 - Join the Construction Coalition for a Drug and Alcohol-Free Workplace
<http://www.drugfreeconstruction.org>

- STEP 3 – Complete the online STEP application by February 28, 2018

- STEP 4 – Participate in our annual Excellence in Construction & Safety Celebration in the fall

You may also want to apply for the following:

- Accredited Quality Contractor Status <http://www.abc.org/en-us/aqc.aspx>
- Apply for the Maryland DLLR SPECS program

If you have any questions or concerns, please contact **Greg DeHaas at 410.267.0347** or gdehaas@abc-chesapeake.org