



April 25, 2019

Nominee: Mr. Jim Stephen
Title: Safety Manager
Length of Employment: 1.5 yrs.
Phone: 740-452-1880
Email: jstephen@zembainc.com

Nominator: Mr. Stephen P. Zemba
Title: President
Length of Employment: 32 yrs.
Phone: 740-452-1880
Email: stevezemba@zembainc.com

"Why Mr. Stephen is deserving of the recognition"

First and foremost, safety is our culture. Our personnel are our greatest asset. Their safety, wellbeing, and true respect for human life is our number one priority every moment of every day. This belief and mindset are of the utmost importance. It starts with our owner and executive leadership, supported and reinforced by our personnel and our safety expectations are perfectly clear.

Up until Jim joined our team, one of our fellow coworkers carried the safety torch in our organization as one of his numerous responsibilities. As we continued to grow on all levels, it was apparent that we needed to evolve and raise the bar with our safety processes and procedures. Executive management made the decision to remove this responsibility from our coworker as the other items in his lane continued to expand. Simply, we went on the hunt for a dedicated safety manager whose sole focus was safety.

As a result, we had numerous applicants answer the call. However, for the most part, all their technical skills were in place, but something was missing of equal importance. That something was character. To my point, spend five minutes with Jim, he is a people person, witty, believes in the power of relationships, and he communicates well. Without these skills in his role, there is no way he could carry out his duties or meet expectations, let alone exceed them.



Jim takes his job very seriously, as he should. He is always willing to look at himself first when things don't go as planned. His roles and responsibilities are crucial to our continued success. With all due respect to other companies, industries, or trades, relativity cannot be ignored. Our safety program, processes, and procedures have no choice but to operate at a very high level due to its dangerous nature. Jim is not only responsible for our personnel's safety, but equally responsible for public safety. He consistently works to not only improve himself, but also the personnel he influences daily, which directly influences our organization as a whole.

Jim continues to be a great representative and advocate of our culture and professional family. He is without a doubt a valued piece of our team. He truly understands the value of relentlessly pursuing perfection, all the while knowing it will never be achieved. Jim continues to show his commitment, exercise his leadership, and serve an active role in keeping us all safe.

For all the reasons aforementioned and the examples shown below of all his accomplishments to this point, with confidence, I ask that you accept our nomination and please consider Mr. Jim Stephen for this award. With humility, we thank you for the opportunity to spotlight one of our own who is more than deserving.

Safety Accomplishments for 2018-2019

- 0 positive drug tests out of 144 (Pre-employment, Random, Post Accident)
- We had 0 Lost time Incidents
- Enhanced our New Hire Orientation
- Developed New Incident & Root Cause Form
- Developed a more comprehensive Safety Manual
- Introduced a 360° Walk-Around Inspection Program to reduce mishaps
- Developed Short Service Employee/Mentor Program
- Improved the use of PPE & continued to cut costs of PPE
- Completed OSHA Training of all employees
- Developed detailed Site-Specific Safety Books for smaller projects
- Developed a Stop Work Authority for all Zemba Companies



- Completed Safety Stand-downs with all Zemba companies
- Developed a new Task Hazard Analysis form
- Promoted Incident reporting to evaluate & reduce incidents from reoccurring
- Every meeting starts with safety, whether in the field or office

Thank you,
Stephen P. Zemba
President