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Risk Management Discount Program Requirements

June 2017 – February 1, 2018

All Employees:

- ✓ Personnel Policy review (online review)
- ✓ Vehicle Use Policy review (online review)
- ✓ *“Can’t We All Just Get Along”* (online course)
- ✓ *“Driving: Don’t Make The Same Mistakes”* (online course)
- ✓ Driver Safety Meeting #1 (in-person meeting)
- ✓ Driver Safety Meeting #2 (in-person meeting)

All Law Enforcement Add:

- ✓ *“Reasonable Use of Force”* (online course)

All Supervisors Add:

- ✓ *“Employment Landscape and Retaliation in the Workplace”* (online course)

Minimum Requirement:

- ✓ *At least 80% of your full-time employees (including elected officials) must complete each requirement to qualify for the discount.*

All Agencies:

- ✓ Have your agency’s attorney complete the Personnel Policy Checklist (located here: <http://www.icrmp.org/discount-program.aspx>) and email the completed checklist to RMDP@ICRMP.org

All Agencies With Law Enforcement:

- ✓ Have a current policing policy (Lexipol, Idaho Policing Policy Manual, In-house, etc.) and:
 - If your agency writes its own policy, email the policy to RMDP@ICRMP.org, making sure it shows when it was last updated, or;
 - If your agency purchases a policy, email the most recent proof of purchase, invoice or bill of sale to RMDP@ICRMP.org.
 - If your agency does not have a policy, you cannot qualify for the discount, unless a policy is purchased prior to February 1, 2018. Contact ICRMP if you need recommendations for policies to purchase.
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- ✓ If you have any questions at all, contact ICRMP at (208) 336-3100 or RMDP@ICRMP.org