

February 26, 2021

## **INSURANCE INFORMATION NOTICE 2021-8**

### **SUBJECT: Resuming Required Loss Prevention Activities April 1, 2021**

Although the State has not fully returned to “normal” business operations due to COVID -19, agencies should be capable of resuming a majority of the activities required by the Loss Prevention Program. The waiver that was put in place by Insurance Information Notice 2020-5 exempting certain activities beginning January 1, 2020 **expires March 31, 2021**.

Agencies should plan to resume all activities required by the current Loss Prevention Safety Manual **effective April 1, 2021**, if you have not already done so, including the following items that were previously exempted under the expiring Notice:

- 1) Meetings/Training (i.e., monthly/quarterly safety meetings, 30 and/or 90-day new hire, all refreshers thereafter)
- 2) Inspections (monthly/quarterly building inspections, correction of all state fire marshal inspection deficiencies, vehicle/fleet, boiler and other machinery, elevator, watercraft, and aircraft inspections)
- 3) Annual fire drills
- 4) Annual ODR checks and DA2054 form authorizations

Any agency that cannot initiate compliance with any program requirement on April 1, 2021, must inform ORM immediately to request a waiver. Formal waiver requests for specific requirements, including appropriate justification, should be submitted to Brett Beoubay via email at [brett.beoubay@la.gov](mailto:brett.beoubay@la.gov).

Sedgwick loss prevention officers have been and will continue to reach out to agencies to schedule/conduct all remaining audits/CRs/walkthroughs for FY2020/2021. If the agency is not able to meet in-person, then the TPA can assist with electronic access/submission of its required documentation. Walkthrough inspections will be continue as long as it is safe to do so.

If there are any questions relating to this process, please email Brett Beoubay at [brett.beoubay@la.gov](mailto:brett.beoubay@la.gov) or call him at 225-342-8532.