

# Paychex Safety & Ergonomics

The health and safety of our employees is of the utmost importance at Paychex, and is supported by a number of safety and ergonomics initiatives, including:

- A dedicated Safety & Ergonomics site available to all employees highlighting tips and tools to help make their work area comfortable and safe.
- Approximately 325 volunteer Safety Representatives nationwide who are available to work with their co-workers to address their ergonomic discomfort and needs in a timely manner.
- Active Threat Preparedness training including a video Paychex produced with the partnership of the Monroe County Sheriff's Office. The training was released internally to all our employees in April 2019, and was made available to the community on the Monroe County Sheriff's Office website or on YouTube at [https://www.youtube.com/watch?v=WZ0WzUwSt\\_o](https://www.youtube.com/watch?v=WZ0WzUwSt_o).
- Ongoing program training to employees on topics such as Automated External Defibrillator (AED) certification and Driver Safety.
- A Health & Safety Committee that meets quarterly and includes managers and safety representatives from a cross-section of departments within the company in addition to members of Absence Management, Corporate Benefits Strategy, Corporate Wellness, Facilities, Real Estate Management, Security, and the Safety & Ergonomics team.

While employee growth has increased by approximately 20% over the past five years, the number of workers' compensation claims over this same period has decreased by almost 36%. We believe this decrease is attributed to our Safety & Ergonomics Team's proactive approach in addressing the ergonomic needs of our employees (over 4,600 requests received over this time span) in a timely manner.

In addition to working directly with our Workers' Compensation carrier for recommendations on how to control our losses, the Safety & Ergonomics team also worked with an OSHA certified Safety Consultant to create Safety Manuals for both our office and warehouse environments. These manuals are housed on the company's Safety & Ergonomics webpage for all employees to access.

