Safety & Health Program Management Guidelines

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Objectives

• OSHA’s Mission

• I2P2 Background & Update

• OSHA Safety & Health Program Management Guidelines (OSHA-2015-0018)

• Resources Available
OSHA Continuing Mission

• To assure safe and healthful working conditions for working men and women by setting and enforcing standards and by providing training, outreach, education and assistance.

• More than 12 workers die on the job every day.
• Over 4,500 workers die on the job every year.
• More than 4.1 million workers suffer a serious job-related injury or illness.
What is I2P2?

- Injury & Illness Prevention Program standard that would require employers to develop a program to help them find and fix hazards in their workplaces.
- Require employers to tailor the program to the specific size and nature of their workplace.
- Certain States (15) already have injury prevention program requirements in place.
Regulatory Process

• Advanced Notice of Proposed Rulemaking (ANPR)
• Notice of Proposed Rulemaking (NPRM)
  – Public Comment Period
  – Public Hearing
  – Post-hearing Comment Period
• Final Standard
• Phase-in Period for Compliance
Where is I2P2?

• Pre-Rule Stage – Spring 2010
• Proposed Rule Stage – Spring 2013
• Long-Term Action – Spring 2014
Long-Term Action

• Some of the rulemaking listed in the Unified Agenda are designated as Long-Term Actions indicating regulatory development is pending.

• Such rulemakings are not expected to result in either additional regulatory actions over the subsequent 12 months or after a specified month and year.
OSHA Trade News Release
U.S. Department of Labor
OSHA, Office of Communications

November 30, 2015
Contact: Office of Communications
Phone: 202-693-1999

OSHA to hold facilitated discussion on updated Safety and Health Program Management Guidelines

WASHINGTON - The Occupational Safety and Health Administration invites interested parties to a facilitated discussion about the agency's updated draft Safety and Health Program Management Guidelines on Wednesday, Dec. 9, 2015, from 1-3 p.m. at the U.S. Department of Labor's Frances Perkins Building in Washington, D.C.

The voluntary guidelines, first published in 1989 to help employers establish their own safety and health programs, are being updated to reflect modern technology and practices. New material should be particularly helpful to small- and medium-sized businesses, and it will address ways in which multiple employers at the same worksite can coordinate efforts to protect all workers.

The Dec. 9 meeting, to be led by Assistant Secretary of Labor for Occupational Safety and Health Dr. David Michaels, will be the first public discussion of the document and will feature an overview of changes made. Questions should be submitted in advance to publicmichaelsdavid@dol.gov. Seating is limited and will be available on a first-come, first-serve basis. To register for the event, go to: https://www.eventbrite.com/e/worker-health-and-safety-meeting-future-of-work-symposium-registration-19473562951.

Additional stakeholder meetings will be scheduled for the future.

"Employers who embrace these guidelines will see fewer worker injuries and illnesses, and their progress in improving the safety culture at their worksites will contribute to higher productivity, reduced costs and greater worker satisfaction."

The guidelines are advisory only and do not create any new legal obligations or alter existing obligations created by OSHA standards or regulations.

Under the Occupational Safety and Health Act of 1970, employers are responsible for providing safe and healthful workplaces for their employees. OSHA’s role is to ensure these conditions for America’s working men and women by setting and enforcing standards, and providing training, education and assistance. For more information, visit www.osha.gov.

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U.S. Department of Labor news materials are accessible at http://www.dol.gov. The department's Reasonable Accommodation Resource Center converts departmental information and documents into alternative formats, which include Braille and large print. For alternative format requests, please contact the department at (202) 693-7828 (voice) or (800) 877-8339 (federal relay).

OSHA News Release - Table of Contents
OSHA Safety & Health Program Management Guidelines

• November 2015 draft for public comment
• Public meeting to discuss guidelines held on December 9, 2015
• All comments must be received by February 15, 2016
Background & Legal Requirements

• Update and replace the OSHA voluntary Safety & Health Program Management Guidelines first published in Jan 26, 1989 (54 FR 3904-3916).

• Advisory and informational in content. Not new standards or regulations. Do not create new legal obligations or alter existing obligations created by OSHA standards or regulations.
Purpose of SHPM

• To provide employers, workers and worker representatives with a sound, flexible framework for addressing safety and health issues in the workplace.

• Intended for use in any workplace but particularly helpful in small and medium-sized workplaces.
Potential Benefits

The main goal of safety and health programs is to prevent workplace injuries, illnesses, and deaths, as well as the suffering and financial hardship these events can cause for workers, their families, and employers.
Other Potential Benefits

• Employers will find that implementing these guidelines also brings other benefits. The renewed or enhanced commitment to safety and health and the cooperative atmosphere between management and workers have been linked to:
  – Improvements in product, process, and service quality.
  – Better workplace morale.
  – Improved recruitment and retention.
  – A more favorable image and reputation (among customers, suppliers, and the community).
Lessons Learned

• Builds on lessons learned about successful approaches and best practices under OSHA programs:
  – Voluntary Protection Program (VPP)
  – Safety & Health Achievement Recognition Program (SHARP)
Lessons Learned Cont’d

• As well as industry and international initiatives:
  – American National Standard Institute/ American Industrial Hygiene Association (ANSI/AIHA Z10)
  – Occupational Health & Safety Assessment Series (OHSAS-18001)
What’s New in the Guidelines?

• A proactive approach to finding and fixing hazards before they cause injury, illness or death
• Improved safety and health in all types of workplaces
• Help for small and medium-sized businesses to effectively protect their workers
• Increase worker involvement, so all workers have a voice in workplace safety and health
• Better communication and coordination on multi-employer worksites
Core Elements

- Management leadership
- Worker participation
- Hazard identification and assessment
- Hazard prevention and control
- Education and training
- Program evaluation and improvement
- Coordination and communication on multiemployer worksites
Management Leadership

• Communicate your commitment to a safety and health program
• Define program goals and expectations
• Allocate resources
• Expect performance
Worker Participation

- Encourage workers to report safety and health concerns
- Encourage workers to participate in the program
- Involve workers in all aspects of the program
- Give workers access to safety and health information
- Remove barriers to participation
Hazard Identification and Assessment

• Collect existing information about workplace hazards
• Inspect the workplace
• Conduct incident investigations
• Identify hazards associated with emergency and non-routine situations
• Characterize the nature of identified hazards, determine the controls to be implemented, and prioritize the hazards for control
Hazard Prevention and Control

- Identify control options
- Select controls
- Develop and update a hazard control plan
- Select controls to protect workers during non-routine operations and emergencies
- Implement selected controls in the workplace
- Follow up to confirm that controls are effective
Education and Training

• Provide program awareness training
• Train workers on their specific roles and responsibilities in the safety and health program
• Train workers on hazard identification and controls
Program Evaluation and Improvement

• Monitor performance and progress
• Verify the program is implemented and is operating
• Correct program deficiencies and identify opportunities to improve
Multiemployer Worksites

- Management Leadership
- Worker participation
- Hazard identification and assessment
- Hazard prevention and control
- Education and training
- Program evaluation and improvement
Appendices

• Appendix A: Implementation tools and resources
  – Goals and metrics tools
  – Hazard identification tools
  – Incident investigation tools
  – Protecting temporary workers

• Appendix B: Relationship of guidelines to existing OSHA standards
  – General Industry Standards
  – Construction Standards
Request for Public Comment

- February 15, 2016
- Questions of particular interest

OSHA's Safety and Health Program Management Guidelines

The draft document will provide employers and workers with a sound, flexible framework for addressing safety and health issues in the workplace. Originally published in 1989, the new guidelines build on the previous version, as well as lessons learned from successful approaches and best practices under two OSHA programs — Voluntary Protection Program (VPP) and Safety and Health Achievement Recognition Program (SHARP), and similar industry and international initiatives such as ANSI/AIHA Z10 and OHSAS 18001.

What's New in the Guidelines
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Available Resources

• OSHA Web Site
• OSHA Publications
• On-site Consultation
• Compliance Assistance Specialists
• 800 Number and E-Correspondence
• QuickTakes
• Social Media
Questions?