

ALASKA OCCUPATIONAL SAFETY AND HEALTH

FFY 2020 ANNUAL 21(d) PERFORMANCE PLAN

I. 21d PROGRAM INFORMATION

General Program Overview

The Alaska Occupational Safety and Health (AKOSH) Consultation and Training (C&T) program entered the 21d program, formerly the 7(c)(1) program in 1984. The program functions as a section of the State of Alaska, Department of Labor and Workforce Development, Division of Labor Standards and Safety. The project maintains offices in Anchorage, Juneau, Palmer, and Fairbanks.

Mission Statement

Work in partnership with Alaskan workers and employers toward eliminating workplace injuries, illnesses and deaths.

Purpose

Encourage voluntary compliance of Alaska employers with occupational safety and health standards and recommendations with an emphasis on small employers operating in high hazard industries.

AKOSH Strategic Goals

To achieve its vision, AKOSH has established three strategic goals to guide the development of programs and activities. The successful accomplishment of any one of the strategic goals will not be possible without parallel successes in relation to other goals. For example, a focus on reducing hazard exposures, injuries, illnesses and deaths in the workplace will be difficult to achieve without realizing the goal to engage workers and employees in this effort.

AKOSH's success in meeting the goals and objectives outlined in the strategic plan will be measured through results, which depend on a concerted effort from each of the agency's programs. For example, when a particular issue is being emphasized as an objective, it is expected that inspections will be targeted to insure compliance, training workshops will be offered to build necessary knowledge and skills, outreach material will be distributed, and consultation visits will be offered.

AKOSH is committed to four strategic goals for the five-year period of October 1, 2018 through September 30, 2023.

- ◆ *Improve workplace safety and health in both public and private sectors as evidenced by a reduction in the rate of injuries, illnesses, and fatalities*
- ◆ *Promote a safety and health culture (both public and private sectors) through compliance assistance, cooperative programs, and consultation assistance*
- ◆ *Secure public confidence through excellence in the development and delivery of AKOSH programs and services*
- ◆ *Decrease employee turnover by increasing employee training and mentoring*

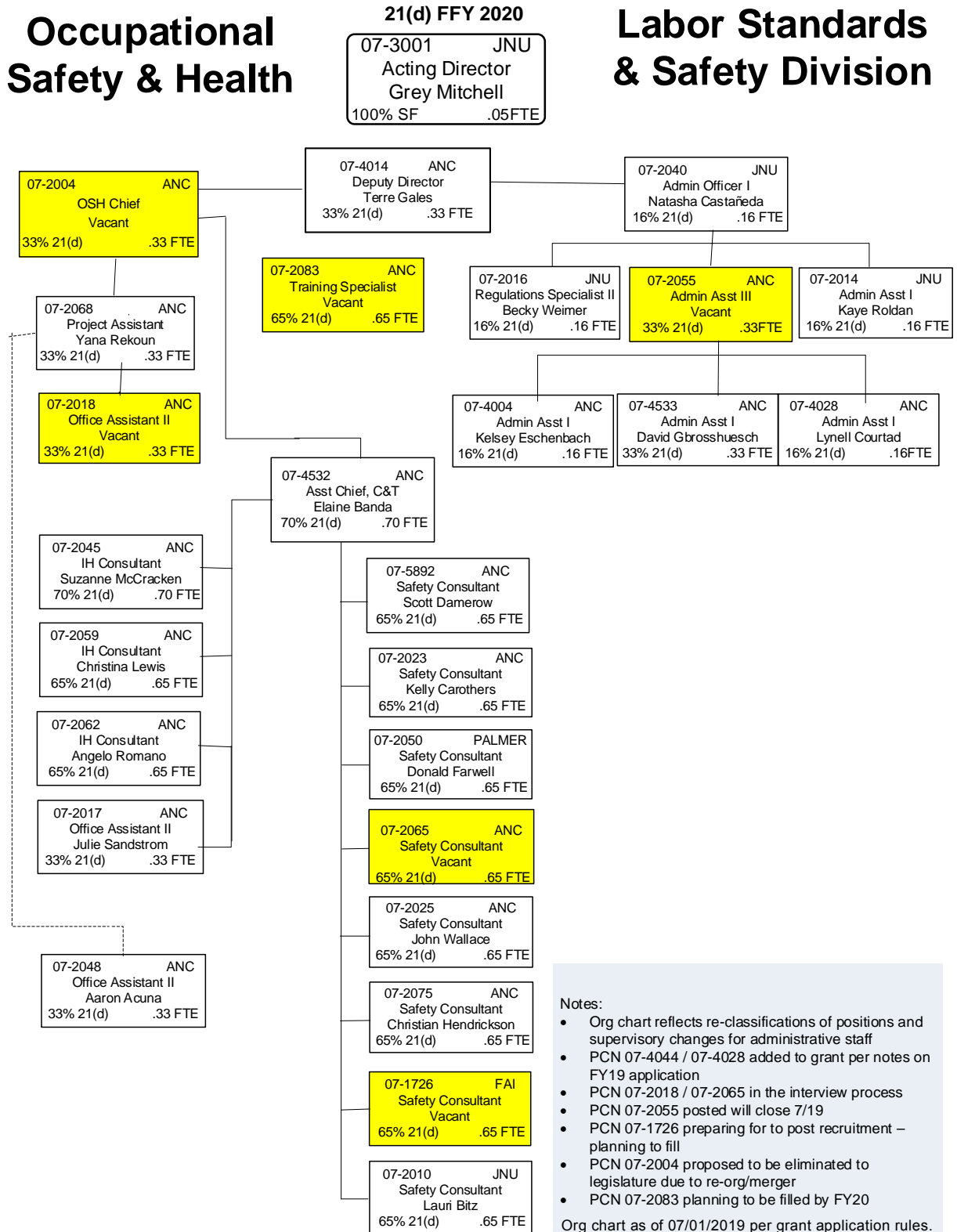
Consultation and Training (21d grant) Program

The Alaska Occupational Safety and Health Program is located in the Alaska Department of Labor and Workforce Development (DOLWD), Division of Labor Standards and Safety. A Commissioner, who is appointed by the Governor, heads the department. A Director, who is appointed by the Commissioner, heads the Division of Labor Standards and Safety, and has the authority to perform those duties delegated by the Commissioner and charged by statute (Alaska Statute 18.60.010 - 18.60.105), which include the following elements:

- Encourage Alaskan employers to voluntarily comply with safety and health standards, particularly small businesses in high-hazard industries;
- Provide C&T services through on-site consultative activities as described in 29 CFR 1908 and AS 18.60.030(14) (upon the request of an employer);
- Design educational and other programs to address specific needs of groups or individuals being served. This includes providing statewide classes customized for construction, transportation and warehousing, seafood processing and general industry;
- Dispense information and publications to employers and participate in safety-related activities to increase safety and health awareness throughout Alaska;
- Support Alaska's strategic outcome and performance goals as outlined in this strategic plan.

This annual project plan details the specific activities and strategies the C&T program will use in FFY2020 to support AKOSH's strategic goals.

**II. AKOSH CONSULTATION AND TRAINING PROJECT
 ORGANIZATIONAL CHART**



III. OPERATIONAL DESCRIPTION BY ANNUAL PERFORMANCE GOAL

The C&T program supports the FFY2020 AKOSH Annual performance goals with emphasis on those consultation activities specified in goals: 1.1; 1.2; 1.3; 1.4, 2.1.a, 2.1.b and 2.1.c; 2.2 - exclusive 21(d) goal, 3.1.a and 3.1.b.

FY2020 Performance Goals 1.1, 1.2, 1.3, 1.4, 2.1.a, 2.1.b, 2.1c

Federal/State Area of Emphasis Statement	On-Site Consultation Strategy	Description of Planned On-Site Consultation Activities	Anticipated Outcome of On-Site Consultation Activities
GOAL 1.1: Reduce the Number of Workplace Fatalities under AKOSH Jurisdiction			
By the end of FFY 2023 reduce the rate of workplace fatalities under AKOSH jurisdiction (5-year plan)	<p>1.1 Concentrate on the primary causes of fatalities and the industries where fatalities take place.</p> <p>1.1 Influence attitudes about workplace safety and health in Alaska through consultative outreach and training efforts to encourage employers to seek voluntary compliance measures.</p> <p>1.1 Make safety and health information and materials easily accessible to employers and workers.</p>	<p>1.1. Promotion of AKOSH consultation and training services, industry-specific hazard control systems and safety and health program management improvement.</p> <p>1.1 Providing training classes, training materials and seminars.</p> <p>1.1 Participating in conferences and trade shows and/or home shows when possible.</p>	1.1 By the end of FFY 2023 reduction of the rate of workplace fatalities under AKOSH jurisdiction by at least 10% in comparison to the average annual rate of fatalities from FY 2012 to FY 2016.
GOAL 1.2: Reduce the Number of Workplace Injuries and Illnesses in the Construction Industry			
Reduce the overall rate of injuries and illnesses in the construction industry	<p>1.2 Conduct seminars, workshops, on-site consultation, and special programs target training and consultation.</p> <p>1.2 Target training and consultations toward those activities most likely to experience "struck by" and "falling" incidents.</p>	1.2 Number of seminars, workshops, on-site consultations, and special programs completed in the construction industry.	1.2 Reduction of the overall rate of injuries and illnesses in the construction industry by 2% per year from the baseline average 2.02 (FFY 2012-2016). The FY 2020 goal is to conduct at least 70 visits related to construction industry and to decrease the baseline to 1.94 per 100 employees.

GOAL 1.3: Reduce the Number of Workplace Injuries and Illnesses in the Healthcare Industry

<p>Reduce the overall rate of injuries and illnesses in the healthcare industry</p>	<p>1.3 Conduct seminars, workshops, on-site consultation, and special programs.</p> <p>1.3 Target training and consultations toward those activities most likely to experience "slips, trips, falls", "overexertion and bodily reaction", "contact with object" and "workplace violence" incidents.</p>	<p>1.3 Number of seminars, workshops, on-site consultations, and special programs completed in the healthcare industry</p>	<p>1.3 Reduction of the overall rate of injuries and illnesses in the healthcare industry by 2% per year from the baseline average 1.34 (FFY 2012-2016). The FY 2020 goal is to conduct at least 30 visits related to healthcare industry and to decrease the baseline to 1.29 per 100 employees.</p>
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GOAL 1.4: Reduce the Number of Workplace Injuries and Illnesses in the Seafood Processing Industry

<p>Reduce the overall rate of injuries and illnesses in the seafood processing industry</p>	<p>1.4 Focus consultation and outreach efforts on the causes of "falling", "caught in or between", and "pinch-point" (or amputation) incidents.</p> <p>1.4 Target training and consultations toward those activities most likely to experience "falling", "caught in or between", and "pinch point" (or amputation) incidents.</p>	<p>1.4 Number of on-site consultation and training visits, and compliance assistance in seafood processing industry.</p>	<p>1.4 Reduction of the overall rate of injuries and illnesses in the seafood processing industry by 2% per year from the baseline average 4.3 (FFY 2012-2016). The FY 2020 goal is to conduct at least 8 visits related to seafood processing industry and to decrease the baseline to 4.13 per 100 employees.</p>
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GOAL 2.1.a: Develop and Deliver Training to Workers and Employers in the Construction Industry

<p>Develop and deliver training to workers and employers in the construction industry that targets the most likely causes of injuries, illnesses, and fatalities.</p>	<p>2.1.a Develop and deliver training to workers and employers in the construction industry with emphasis on construction to include residential, commercial, and general industry.</p> <p>2.1.a Target outreach training and consultations towards those activities most likely to cause "struck by" or "falling" injuries or fatalities.</p>	<p>2.1.a Number of formal and informal training events conducted in construction and number of employees trained.</p>	<p>2.1.a The FY 2020 goal is at least 800 workers training in construction.</p>
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GOAL 2.1.b: Develop and Deliver Training to Workers and Employers in the Healthcare Industry			
Develop and deliver training to workers and employers in the healthcare industry that targets the most likely causes of injuries, illnesses, and fatalities.	<p>2.1.b Develop and deliver training to workers and employers in the healthcare industry with emphasis on home healthcare, assistant living homes, nursing homes, hospitals, dentist offices, and all health related industries.</p> <p>2.1.b Target outreach training and consultations towards those activities most likely to cause "slips, trips, and falls", "overexertion and bodily reaction", "contact with objects" or "workplace violence" injuries or fatalities.</p>	2.1.b Number of formal and informal training events conducted in healthcare and number of employees trained.	2.1.b The FY 2020 goal is at least 400 workers training in healthcare.
GOAL 2.1.c: Develop and Deliver Training to Workers and Employers in the Seafood Processing Industry			
Develop and deliver training to workers and employers in the seafood processing industry that targets the most likely causes of injuries, illnesses, and fatalities.	<p>2.1.c Develop and deliver training to workers and employers in the seafood processing industry.</p> <p>2.1.c Target outreach training and consultations towards those activities most likely to cause "caught in or between", "pinching" and amputation injuries or fatalities.</p>	2.1.c Number of formal and informal training events conducted in the seafood processing industry and number of employees trained.	2.1.c The FY 2020 goal is at least 300 workers training in the seafood processing industry.

Strategies

- AKOSH will continue to integrate its consultation and training efforts with its enforcement efforts in order to better focus on high hazard industries and workplaces. To address particular hazards and issues that cause accidents or represent recognized threats to worker safety and health, AKOSH will continue to promote industry-specific hazard control systems and safety and health program management improvements.
- Initial consultation visits and training efforts in construction (NAICS industry sector code 23) will concentrate primarily on hazard training associated with "falls", "struck-by", and "caught-in/between".
- C&T will provide promotional activities to include any combination of training, brochure distribution, community outreach, partnerships, and by attending safety conferences and conducting safety presentations.
- Initial visits and training efforts in the healthcare will concentrate primarily on "slips, trips, and falls", "overexertion and bodily reaction", "contact with objects" and "workplace violence".

- Initial visits and training efforts in the seafood processing will concentrate primarily on "falls", "struck-by," and "caught-in/between" type hazard training.
- C&T will monitor accidents that result from targeted causes for the duration of the plan and devise and disseminate prevention strategy information.

Activities

- Provide training classes for the general public in construction related activities focusing on fall protection, excavation, and personal protective equipment,
- Conduct at least one OSHA 10-hour in General Industry for the general public with a minimum of 10 or more participants,
- Conduct at least one OSHA 10-hour in Construction for the general public with a minimum of 10 or more participants,
- Conduct at least one OSHA 30-hour in General Industry or Construction upon request of public or private sector employers who have a minimum of 15 or more employees or public participants,
- Promote C&T Services at Alaska Governor's Safety and Health Conference through outreach, presentations, and networking opportunities,
- Participate in safety related conferences to include, but not limited to: Alaska Governor's Safety and Health Conference, Associated General Contractor Conference, and American Society of Safety Professional Conference.

Impact

This type of intervention strategy will lead to positive changes in employer and employee perceptions and commitments toward maintaining optimal workplace safety and health, which will ultimately produce a significant reduction in serious accidents and improve safety in high hazard industry workplaces.

FY2020 Performance Goals 2.2, 2.2.b, 3.1.a and 3.1.b

State Area of Emphasis Statement	On-Site Consultation Strategy	Description of Planned On-Site Consultation Activities	Anticipated Outcome of On-Site Consultation Activities
GOAL 2.2: Promote Cooperative/Partnership Agreements and Recognition Programs			
<p>Promote cooperative/partnership agreements and recognition programs as a means of lowering accident/fatalities rates. (21d Annual Plan exclusive goal)</p>	<p>2.2 Encourage the growth of SHARP participation through press releases, speaking engagements, community outreach, brochure distribution, and word-of-mouth</p> <p>2.2 Maintain current SHARP/Pre-SHARP related sites while striving for additional sites.</p>	<p>2.2 Promote SHARP at every consultation visit for employers who meet the criteria for Pre-SHARP/SHARP eligibility.</p> <p>2.2 Distribute SHARP brochures or handouts to all Business Connection locations in Alaska</p> <p>2.2 Encourage more SHARP/Pre-SHARP related sites and get public recognition in the communities that the sites are located.</p> <p>2.2 Host a recognition ceremony for every employer who is awarded SHARP status. Provide an opportunity for the Commissioner of the Department of Labor to attend SHARP ceremony and present award.</p> <p>2.2 Attend seminars and conferences to promote SHARP program</p> <p>2.2 Promote SHARP through trade shows with the AKOSH informational booth.</p> <p>2.2 Encourage employers to create safety committees at every opportunity.</p>	<p>2.2 By the end of FY 2020, AKOSH projects to gain 5 new SHARP sites, two (2) SHARP renewals and two (2) Pre-SHARP sites.</p> <p>2.2 Injuries and illnesses will be reduced and maintained at SHARP/Pre-SHARP related sites.</p> <p>2.2 Promotion of success of SHARP/Pre-SHARP sites and mentorship encouragement and networking opportunities will encourage other businesses to focus resources toward reducing workplace injuries, illnesses, and fatalities.</p>

GOAL 2.2.b: Promote Cooperative/Partnership Agreements and Recognition Programs

<p>Establish or maintain at least one partnership agreement in construction, healthcare, or seafood processing over the course of the strategic plan.</p>	<p>2.2.b Promote the benefits of the program during the consultation visits.</p> <p>2.2.b Conduct promotional activities at industry trade fairs, safety events, and conferences</p> <p>2.2.b Target promotional activity toward those businesses who have been identified to have an excellent safety and health record and may potentially be eligible for pre-SHARP or SHARP.</p>	<p>2.2.b Number of partnership agreements</p> <p>2.2.b Number and type of promotional activities accomplished</p>	<p>2.2.b At least one (1) partnership agreement in any targeted categories during each year over the 5-year strategic plan (FFY 19-23).</p>
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GOAL 3.1.a AKOSH staff is Well Trained and Knowledgeable

<p>Work with the OSHA Training Institute, Region X staff and other sources to access training for consultation staff in standards and specialized subjects necessary to effectively carry out strategic and annual goals.</p>	<p>3.1.a Continue to identify and schedule training of all existing and new AKOSH personnel</p> <p>3.1.a AKOSH will strive to ensure AKOSH staff members receive OTI additional training beyond the standard OSHA 1500 On-Site Consultation to further their knowledge, skills and abilities as consultants. Such training is needed to increase staff retention and ensure staff are highly trained and capable of performing their duties as trained professionals. Additional OTI courses include, but are not limited to: <u>Safety:</u> OSHA 2000 Construction Standards OSHA 2450 Evaluation of Safety & Health Systems OSHA 2050 Cranes in Construction OSHA 2010 Hazardous Material <u>Industrial Hygiene:</u> OSHA 1250 Introduction to Health Standards for Industrial Hygienists</p>	<p>3.1.a Schedule OTI equivalent training and other training for 21d consultants according to the training plan.</p> <p>3.1.a Maintain training plan for 21d personnel.</p>	<p>3.1.a Improved knowledge of consultation personnel that consequently will reduce employee turnover, increase employee retention and improve safety and health conditions at workplace visited.</p> <p>3.1.a Number of staff trained and type of training received.</p>
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	<p>OSHA 2200 Industrial Noise OSHA 2220 Respiratory Protection</p> <p>3.1.a Continue discussion and promotion of local Region X training events and conferences to minimize negative impacts of training level on other performance goals.</p> <p>3.1.a Support staff members who are interested in obtaining their outreach trainer's certification to become outreach trainers to teach 10-hour and 30-hour Construction and/or General Industry courses.</p> <p>3.1.a Update and implement annual training plan for FY 2020.</p> <p>3.1.a Develop individual training plans for all consultants and track until completion.</p>	<p>3.1.a Pursue OTI equivalent courses scheduled in Alaska and one in another Region X state for FFY 2020.</p>	
GOAL 3.1.b Conducting Annual Reviews of Consultation Case Files			
<p>AKOSH will conduct annual reviews of consultation case files to evaluate effectiveness and consistency of services</p>	<p>3.1.b AKOSH will strive to maintain adequate and accurate consultation documentation and procedures.</p> <p>3.1.b AKOSH will train staff on documentation issues to avoid future occurrences.</p>	<p>3.1.b Conduct annual case files review for each consultant.</p> <p>3.1.b Conduct on-site evaluations as needed to ensure adequate consultant performance.</p>	<p>3.1.b Improved knowledge and competency of consultation personnel that consequently will improve safety and health conditions at workplace visited.</p>

**Projected Program Activities - 21(d) consultation
FFY 2020 OPERATING PLAN**

This table is for Consultation Projects in State-Plan states that have not adopted Federal measures and goals.

ACTIVITY & AREAS OF EMPHASIS	Safety	Health	Both	Total
1. TOTAL VISITS	200	50	0	250
a. Agriculture	0	0	0	0
b. Construction	60	10	0	70
c. General Industry	138	40	0	178
d. Maritime	2	0	0	2
2. Visits Related to Emphasis Industries	Total			
a. Emphasis Industry - Construction	70			
b. Emphasis Industry - Seafood	8			
c. Emphasis Industry – Healthcare	30			
Total Visits Related to Emphasis Industries	103			
3. Visits Related to Emphasis Safety & Health Hazards	Total			
a. Emphasis Hazard – Falls	50			
b. Emphasis Hazard – Amputations	8			
c. Emphasis Hazard – Slips, workplace violence, contact with objects (in Healthcare)	30			
d. Emphasis Hazard – Crystalline Silica	3			
4. SHARP and Pre-SHARP				
a. Total Current SHARP sites (at time of application)	6			
b. Projected New SHARP sites in FY 2020	5			
c. Projected SHARP Renewals in FY 2020	2			
d. Projected Total SHARP sites at the end of FY 2020	11			
e. Total Projected Pre-SHARP sites in FY 2020	2			
5. Total Projected Compliance Assistance Activities	20			

IV. PROGRAM IMPACT FACTORS

Many potential factors that could negatively impact the program include:

- High staff turn-over will result in hiring new personnel on a continuous basis, resulting formative classroom training and at least at least six months of mentorship and self-guided training. Mandatory training could take longer depending on course availability
- Staff turn-over will have a negative impact on the number of possible visits for fully trained employees;
- Cyclical or seasonal trends in targeted activities produce activity and hazard spikes that can be difficult to address;
- Economic impacts are expected to negatively impact employer willingness to make safety and health investments. In addition, economic conditions may increase employee willingness to accept more hazardous work environment;
- Increased transportation costs are likely to have a negative impact on the number of visits conducted in remote rural areas of Alaska;
- Lack of adequate funding to cover increasing costs will result in reduced services, which will, in turn, have a negative impact on workplace accident rates.
- In 2019, AKSOH conducted 270 private sector visits and 65 public sector visits. The goal for FY2020 is 250 private sector visits and 85 public sector visits.

The combination of all the interrelated factors could result in a reduction in employer requests for services and/or AKOSH inability to provide services.

V. CHANGES TO INTERNAL QUALITY ASSURANCE PROGRAM

- None anticipated

