

ALASKA OCCUPATIONAL SAFETY AND HEALTH

FFY 2019 ANNUAL 23 (g) PERFORMANCE PLAN

I. PROGRAM INFORMATION

General Program Overview

Purpose

This Annual Performance Plan between the Occupational Safety and Health Administration (OSHA) and Alaska Occupational Safety and Health (AKOSH) covering the period October 1, 2018 to September 30, 2019 has been developed to establish mutually agreed upon goals, and a system for evaluating the manner in which the State manages its State Plan under the 23(g) grant. OSHA and AKOSH will conduct program audits to address each activity in the plan. A statistical analysis of the identified specific performance measures will also be used to determine if the activity included in this plan had a positive impact on the program goal of reducing the combined number of injuries, illnesses and fatalities in the workplace.

Mission Statement

AKOSH's mission is to work in partnership with Alaskan employers and workers toward eliminating workplace injuries, illnesses, and deaths and to assist employers in complying with state and federal regulations relating to occupational safety and health."

AKOSH achieves its mission through various means, including workplace enforcement of applicable laws and regulations, inspections, consultation services, promotion, education, partnerships, and cooperative programs. By accomplishing these tasks, AKOSH helps save lives, improves the quality of life for Alaska's working men and women, and contributes to the economic vitality of the State of Alaska.

AKOSH plays a critical role in achieving the overall mission for the Alaska Department of Labor and Workforce Development, which is to provide safe and legal working conditions and to advance opportunities for employment.

Vision: Reduce occupational injuries, illnesses and fatalities through improved awareness and enforcement of occupational safety and health standards.

- ◆ Achieve or exceed strategic occupational safety and health goals to reduce workplace illnesses, injuries and fatalities
- ◆ Improve awareness and utilization of the services provided by AKOSH among employers and employees in Alaska
- ◆ Improve attitudes toward voluntary compliance with safety and health standards through training, consultation and measured enforcement

Program Goal

The primary goal of the AKOSH program is to ensure that the wage earner is protected from industrial accident or illness. Due to Alaska's location, climate and geography, AKOSH programs must be tailored to work sites and practices unique to Alaska. The State of Alaska administers the occupational safety and health program to provide quick responses modified to the specific needs of the state's workers and employers.

AKOSH Strategic Goals

To achieve its vision, AKOSH has established three strategic goals to guide the development of programs and activities for the agency. The successful accomplishment of any one of the strategic goals will not be possible without parallel successes in the 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 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 three 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 through AKOSH enforcement and consultation and training programs activities*
- ◆ *Promote a safety and health culture in the Alaskan workplace (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 enforcement and consultation and training programs and services*

Overview of the AKOSH 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:

- Performing unannounced safety and health compliance inspections of targeted workplaces, which can result in citation of employers for violations of standards, and assessment of monetary penalties;
- Investigating employee complaints, work-related fatalities and catastrophes;

- Notifying employers and employees when an alleged violation has occurred, including the proposed abatement requirements and correction schedule, and the appeals process;
- Requiring prompt elimination or abatement of imminent danger situations;
- Requiring proof of hazard abatement as a tool to ensure an effective safety and health program;
- Preparing, adopting, amending, or repealing of general and specific safety and health standards governing the conditions of employment in all workplaces, to maintain standards, which are at least as effective as those adopted or recognized by the United States Secretary of Labor under the authority of the Occupational Safety and Health Act of 1970;
- Disseminating regulations of safety and health standards;
- Protecting employees against discharge or discrimination for exercising the rights afforded by AKOSH standards;
- Notifying employees of their rights and obligations under AKOSH standards, including a means for bringing possible violations to the attention of enforcement officers; notification of the results of complaint-related investigations and related appeal rights; and, access to information and notification regarding exposure to toxic materials or harmful physical agents;
- Encouraging voluntary compliance by employers and employees in reducing the number of safety and health hazards at their work places with advice and consultative recommendations of methods to abate violations using all applicable safety and health standards;
- Providing off-site consultation services and public employer on-site consultation services supported under the 23(g) grant through the Consultation & Training program;
- Providing for unbiased review of contested violations, penalties or abatement dates by an independent board with members appointed by the Governor;
- Processing employer requests for variances from AKOSH standards; and
- Compiling and disseminating statistical information on program activity for state administrators and federal OSHA.

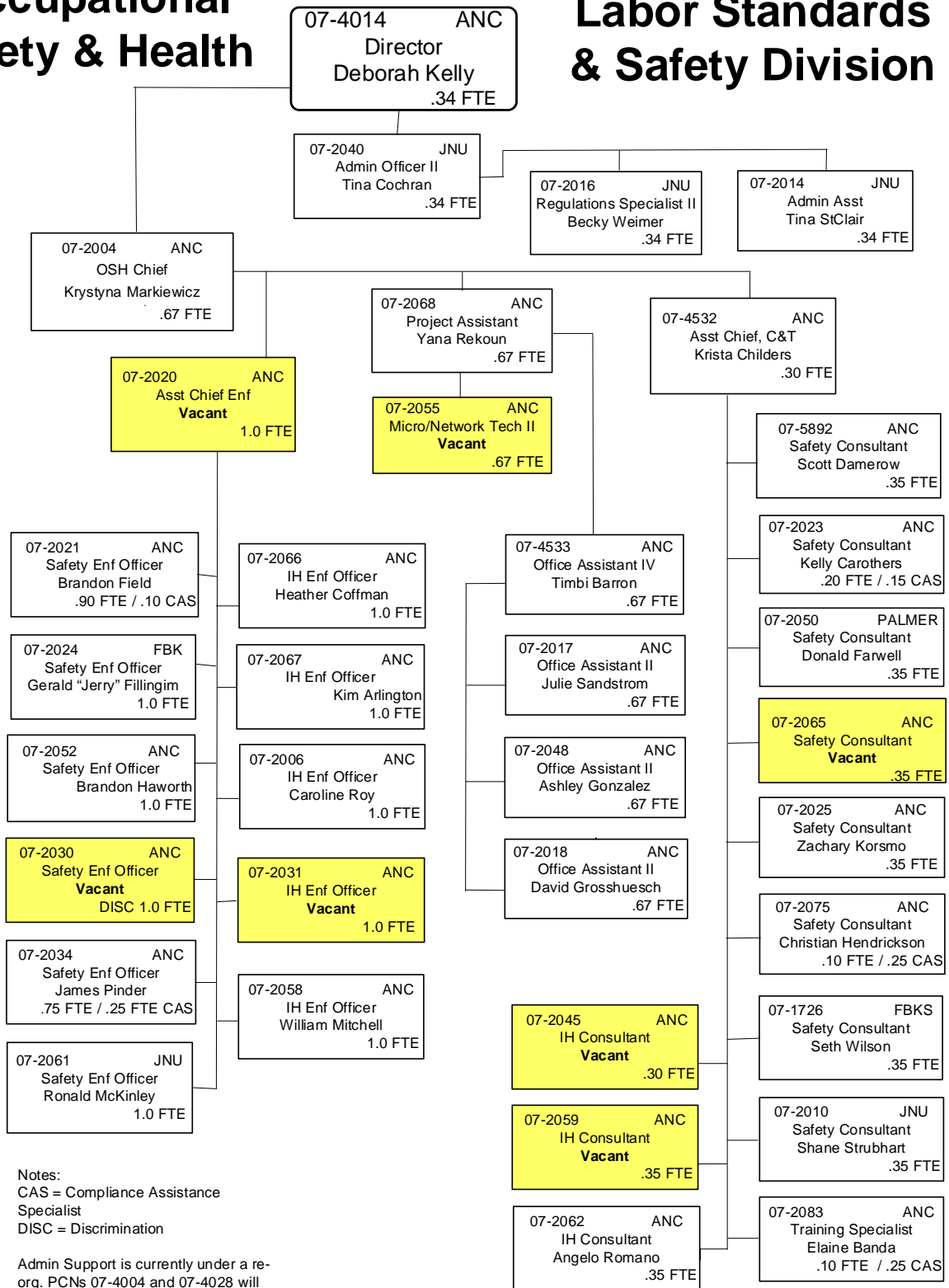
AKOSH Profile

The Alaska Occupational Safety and Health Program is located in the Alaska Department of Labor and Workforce Development, Division of Labor Standards and Safety. Commissioner Heidi Drygas heads the Department. Director Deborah Kelly heads the Labor Standards and Safety Division. Chief of Occupational Safety and Health Krystyna Markiewicz heads AKOSH, which is divided into two sections: Enforcement and Consultation and Training. The Enforcement section has one Assistant Chief of Enforcement who supervises five Industrial Hygienists (IH), five safety compliance officers, and one safety compliance officer detailed for retaliation investigations. The Consultation and Training section has one Assistant Chief of Consultation and Training who supervises three Industrial Hygienists (IH), eight safety compliance consultants and one Training Specialist II.

Occupational Safety & Health

23g FFY 2019

Labor Standards & Safety Division



Notes:
 CAS = Compliance Assistance Specialist
 DISC = Discrimination

Admin Support is currently under a re-org. PCNs 07-4004 and 07-4028 will support the program. Each will be .34 FTE

Appendix E

23(g) Personnel Funding Breakout Chart

23(g) Grant Positions	Allocated FTE Funded 50/50	Allocated FTE 100% State Funded	Total	50/50 Funded FTE On Board as of 7/1/18	100% State Funded FTE On Board as of 7/1/18
Managers/Supervisors (Admin)	1.35		1.35	1.35	
First Line Supervisors	1.30		1.30	0.30	
Safety Compliance Officers	4.65		4.65	4.65	
Health Compliance Officers	5.00		5.00	4.00	
Discrimination Investigator	1.00		1.00	0.00	
Private Sector Safety Consultants (KY, PR, WA)	0.00		0.00	0.00	
Private Sector Health Consultants (KY, PR, WA)	0.00		0.00	0.00	
State/Local Gov. Safety Consultants	2.40		2.40	2.05	
State/Local Gov. Health Consultants	1.00		1.00	0.35	
Compliance Assistance Specialist	1.00		1.00	1.00	
Trainers	0.10		0.10	0.10	
Clerical/Admin/Data System	4.70		4.70	4.03	
Other (all positions not elsewhere counted)	0.00		0.00	0.00	
Total 23(g) FTE	22.50	0.00	22.50	17.83	0.00

State Demographic Profile

2017 Average Annual Employment

Industry NAICS Code	Approx. # of Businesses	Approx. # of employees
11	249	1146
21	260	12829
22	102	2116
23	2465	15155
31 – 33	556	13205
42	685	6349
44 – 45	2322	36370
48 – 49	1144	19694
51	367	5970
52	720	6923
53	684	5883
54	2087	13203
55	156	2858
56	1150	11774
61	308	2398
62	2195	46444
71	591	5070
72	2039	30293
81	1690	11146
92 (state)	962	23793
92 (local)	691	39730
Unclassified	378	336
Total	21801	312685

Note: The chart data was extracted in the month of June, 2018, based on *Current Quarterly Census of Employment and Wages (QCEW)* maintained by the Department of Labor and Workforce Development Research and Analysis section. Self-employed individuals, federal employees, fishers, unpaid family help, domestics and most individuals engaged in agriculture are excluded from these data.

Covered Industries

AKOSH does not have enforcement jurisdiction over the mining industry, maritime and aviation industries (except for ground facilities at airports): the Metlakatla Indian Community (Annette Island); Denali National Park (Mt. McKinley), artificial (man-made) islands, health care facilities operated by tribal organizations under the Indian Health Care Improvement Act, or federal government agencies. Offshore oil drilling platforms and floating fish processors that are within state territorial waters are not covered by AKOSH jurisdiction. These jurisdictions remain a federal enforcement responsibility. However, AKOSH enforcement has jurisdiction over private sector employers working on military installations with the following exceptions: Cape Lisburne Long Range Missile Base, Point Lay Short Range Missile Base, Erickson Air Station at Shemya, Fort Greeley Missile Defense, U.S. Coast Guard Integrated Support Commands at Kodiak and Ketchikan, U.S. Coast Guard Air Station at Sitka, and

U.S. Coast Guard 17th District Command at Juneau. Jurisdiction over private contractors at these sites was moved to federal jurisdiction by Federal Register Notice entitled “Alaska State Plan; Approval of Plan Supplement; Level of Federal Enforcement” dated April 19, 2004 and formalized by Alaska Program Directive 04-06 dated April 19, 2004. AKOSH Consultation and Training provides assistance to private sector employers in federal jurisdiction.

Compliance with Appropriation Riders

AKOSH will comply with the current congressional appropriation riders except where they are in conflict with state statutes. These areas are explained in State Program Directive 98-11. In those rare instances where the state may not be able to comply with the appropriation riders, activity will be charged to a special unfunded “state only” code, and 100% state funds authorization will be transferred to cover the expenditure. If this happens, the corresponding federal authorization will be restricted.

Mandated Activities

Activities mandated under the OSH Act are considered core elements of an effective occupational safety and health program. AKOSH’s program includes the following assurances:

- Prohibition against advance notice;
- Employee access to hazard and exposure information;
- Safeguards to protect an employer’s trade secrets;
- Employer record keeping;
- Legal procedures for compulsory process and right of entry;
- Posting of employee protections and rights;
- Right of an employee representative to participate in walk-around;
- Right of an employee to review a decision not to inspect (following a complaint);
- Voluntary compliance programs, when relevant to 23(g) private sector consultation activities.

II. ANNUAL PERFORMANCE GOALS

AKOSH Five Year Strategic Goals 1:

Improve workplace safety and health in both the public and private sectors as evidenced by a reduction in the rate of injuries, illnesses, and fatalities through AKOSH enforcement and consultation and training programs activities

Outcome Goal 1.1

Reduce the number of workplace fatalities under AKOSH jurisdiction.

Annual Performance Goal 1.1

Reduce the rate of workplace fatalities within AKOSH jurisdiction by at least 10% by the end of FY 2023 (five-year total)

Indicators:

- 10% reduction in the rate of workplace fatalities over the five-year strategic plan
- Number, causes, and industries where fatalities fall under AKOSH inspection jurisdiction

Data Source(s):

OIS

Baseline: 1.2 fatalities per 100,000 employees

CY 2012 – CY 2016 total of 18

CY12 - 4

CY13 - 5

CY14 - 2

CY15 - 4

CY16 - 3

Total - 18

Average Rate per 100,000 based on average fatalities from CY 12-16 $(4) \div$
total average number of employees in CY 12-16 $(336,460) (x) 100,000 = 1.2$

Comments:

The fatality rate in Alaska for fatalities caused by circumstances under the control of AKOSH is very low. The plan does not require year-by-year reductions. The overall goal is a 10% reduction in the rate of workplace fatalities over the 5-year baseline. AKOSH monitors the number of fatalities each year by industry and targets resources to the industrial categories where fatalities are occurring.

Outcome Goal 1.2

Reduce the number of worker injuries and illnesses in the construction industry by focusing compliance, consultation, and outreach efforts on the causes of “caught in or between”, ”struck-by” and “falling” incidents by at least 10% over the course of the strategic plan.

Annual Performance Goal 1.2

Reduce the lost time injury and illness rate in the construction industry as determined by the number of *lost time* injuries and illnesses per hundred employees by 2% per each year of the FY 19-23 strategic plan.

Performance Strategies

Enforcement/Compliance Assistance:

Conduct scheduled inspections in the construction industry paying particular attention to worksites where “caught in or between” “struck-by” and “falling” incidents are most likely to happen.

Consultation:

Conduct seminars, workshops, and special programs,
Conduct public sector on-site consultation visits,
Target training and consultations towards those activities most likely to experience “caught in or between”, “struck-by” or “falling” incidents.

Indicators:

Enforcement/Compliance Assistance:

- Number of completed enforcement inspections in the construction industry
- Lost time injury and illness rate in the construction industry

Consultation:

- Number of seminars, workshops, on-site consultations, and special programs completed in construction industry
- Lost time injury and illness rate in the construction industry

Data Source(s):

OIS, Alaska State Workers' Compensation Data, and Alaska State Department of Labor and Workforce Development employment data.

Baseline:

- FY 2012-2016 average construction industry lost time injury and illness rate was 2.02 per 100 employees.
- FY 2019 target goal is 1.98 per 100 employees, a decrease of 2% or 0.04 from base per 100 employees.

Comments:

The target goal incorporates the 2% reduction required for each year of the FY 19-23 AKOSH Strategic Plan resulting in a cumulative decrease of 0.21 per 100 employees for the 5-year period of the strategic plan.

Outcome Goal 1.3

Reduce the number of worker injuries and illnesses in the healthcare industry sector by focusing compliance, consultation and outreach efforts on the causes of “slips, trips, and falls”, “overexertion and bodily reaction”, “contact with objects” and “workplace violence” incidents by at least 10% over the course of the strategic plan.

Annual Performance Goal 1.3

Reduce the lost time injury and illness rate in the healthcare industry as determined by the number of *lost time* injuries and illnesses per hundred employees by 2% per each year of the strategic plan.

Performance Strategies:

Enforcement/Compliance Assistance

Conduct scheduled inspections in the healthcare worksites where “slips, trips, and falls”, “overexertion and bodily reaction”, “contact with objects” and “workplace violence” incidents are most likely to occur.

Consultation

Conduct seminars, workshops, and special programs; conduct public sector on-site consultation visits; and, target training and consultations towards those activities most likely to experience “slips, trips, and falls”, “overexertion and bodily reaction”, “contact with objects” and “workplace violence” incidents.

Indicators:

Enforcement/Compliance Assistance

- Number of completed enforcement inspections in the healthcare industry
- Lost time injury and illness rate in the healthcare industry

Consultation

- Number of seminars, workshops, on-site consultations, and special programs completed in healthcare
- Lost time injury and illness rate in the healthcare industry

Data Source(s):

OIS, Alaska State Workers' Compensation Data, and Alaska State Department of Labor and Workforce Development employment data.

Baseline:

- FY 2012-2016 average healthcare industry lost time injury and illness rate was 1.34 per 100 employees.
- FY 2019 target goal is 1.31 per 100 employees, a decrease of 2% or 0.03 from base per 100 employees.

Comments:

The target goal incorporates the 2% reduction required for each year of the FY 19-23 AKOSH Strategic Plan resulting in a cumulative decrease of 0.13 per 100 employees for the 5-year period of the strategic plan.

Outcome Goal 1.4

Reduce the number of worker injuries and illnesses in the seafood processing industry by focusing compliance, consultation and outreach efforts on the causes of “falling,” “caught-in or -between,” and “pinch-point” (including amputation) incidents by at least 10% over the course of the strategic plan.

Annual Performance Goal 1.4

Reduce the lost time injury and illness rate in the seafood processing industry as determined by the number of *lost time* injuries and illnesses per hundred employees by 2% per each year of the FY 19-23 strategic plan.

Performance Strategies:

Enforcement/ Compliance Assistance

- Conduct scheduled inspections in seafood processing worksites where “falling,” “caught-in or between,” and “pinch-point” (including amputations) incidents are most likely to happen.

Indicators:

Enforcement/ Compliance Assistance

Number of completed enforcement inspections in seafood processing industry (Annual target of 15 seafood processor inspections).

Data Source(s):

OIS, Alaska State Workers' Compensation Data and Alaska State Department of Labor and Workforce Development employment data.

Baseline:

- FY 2012-2016 average seafood processing industry lost time injury and illness rate was 4.3 per 100 employees.
- FY 2019 target goal is 4.21 per 100 employees, a decrease of 2% or 0.09 from base per 100 employees.

Comments:

The target goal incorporates the 2% reduction required for each year of the FY 19-23 AKOSH Strategic Plan resulting in a cumulative decrease of 0.43 per 100 employees for the 5-year period of the strategic plan.

Outcome Goal 1.5

Respond effectively to legal mandates, so Alaskan workers are provided protection under the AKOSH Act.

Annual Performance Goal 1.5.a

Initiate inspections of fatalities and catastrophes within one (1) working day* and other reportable incidents of two or less hospitalizations** within seven (7) working days for 100% of occurrences to prevent further injuries or deaths.

Performance Strategies:

Enforcement

Initiate inspections of fatalities and incidents where three or more workers are hospitalized within one (1) working day and where one or more workers are hospitalized within seven (7) working days.

Indicators:

Enforcement

100% of cases that meet the requirements

Data Source(s):

OIS

Baseline:

100% within time limits (FY2017)

Comments:

The threshold of a fatal accident, one or more hospitalizations, loss of an eye or amputation meets the federal standard for required notification to OSHA and state requirements for reporting.

Notes:

** - Investigations delayed due to limitations that exist in Alaska such as weather, lack of roads, and travel restrictions, will not be counted against the percentage. However, an investigation will be initiated as soon as conditions permit.*

*** - Hospitalization equates to an in-patient overnight stay of at least one night.*

Annual Performance Goal 1.5.b

Initiate inspections within seven (7) working days* or inquires within one (1) working day* of worker complaints for 100% of the cases

Performance Strategies:

Enforcement

Initiate inspections within seven (7) working days* or inquiries within one (1) working day* of worker complaints for 100% of the cases

Indicators:

Enforcement

100% of cases where inspections are initiated within seven (7) working days and inquiries initiated within one (1) working day.

Data Source(s):

OIS

Baseline:

100% within time limits (FY 2017)

Comments:

Inspections delayed due to limitations that exist in Alaska such as weather, lack of roads, and travel restrictions, will not be counted against the percentage. However, an inquiry will be initiated as soon as conditions permit.

Annual Performance Goal 1.5.c

Resolve 75% of all discrimination cases within 90 days*

Performance Strategies:

Discrimination

Resolve 75% of all discrimination cases within 90 days

Indicators:

Discrimination

- Percentage of discrimination cases resolved within 90 days
- The percentage of merit vs. non-merit cases (merit cases may take longer than 90 days to resolve)

Data Source(s):

Web IMIS

Baseline:

33% of discrimination cases were resolved within 90 days in FY 2017

Comments:

AKOSH may allow for extensions to the 90-day requirements similar to federal processes in 29 CFR 1977.16. Any extensions will be explained during quarterly meetings and documented in the comments of quarterly reports. However, cases extended past the 90-day limit will not be exempted from the 75% performance threshold.

Annual Performance Goal 1.5.d

Focus a minimum of 5% of AKOSH enforcement inspection resources toward public sector work sites

Performance Strategies:

Enforcement/Compliance Assistance

Conduct scheduled inspections of public sector employers

Indicators:

Enforcement

Percent of completed enforcement inspections in the public sector in comparison to the overall number of enforcement inspections conducted

Data Source(s):

OIS

Baseline:

11% or 29 enforcement inspections of the 233 total enforcement inspections conducted in public sector in FY 2017

Comments:

None

Strategies for Goal 1:

- AKOSH will continue to provide a strong enforcement presence to leverage resources and provide an effective deterrent for employers who fail to meet their safety and health responsibilities. AKOSH voluntary and incentive programs are dependent upon maintaining an effective enforcement presence in the workplace. AKOSH will continue to ensure serious violators face serious consequences. At the same time, as a means to leverage enforcement and change workplace culture, AKOSH will provide penalty reduction incentives for certain employers under limited conditions.
- AKOSH will continue to integrate its consultation and training efforts with its enforcement strategy 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.
- AKOSH will increasingly use data-driven approaches to direct resources away from low hazard workplaces towards more hazardous workplaces. Industry specific high hazard intervention targeting and scheduling has been developed for this purpose.

- AKOSH will ensure adequate staff training and will focus efforts on subjects pertaining to the strategic goals. To improve program delivery and to better achieve desired program results, AKOSH will assess the effectiveness of inspections and consultations through internal quality control evaluations and joint reviews with OSHA.
- AKOSH will work with public sector employers under the same standards as private sector employers, except that equivalent investments (such as, purchases of equipment or training) to improve safety and health may be negotiated as an alternative penalty to cash payments for public sector employers.

AKOSH Five Year Strategic Goals 2:

Promote a safety and health culture in the Alaskan workplace (both public and private sectors) through compliance assistance, cooperative programs, and consultation assistance

Outcome Goal 2.1

Promote safety and health programs in the workplace

Annual Performance Goal 2.1.a

Develop and deliver training to workers and employers in the construction industry that target the most likely causes of injuries, illnesses, and fatalities. The combined goal (goals 2.1.a, 2.1.b and 2.1.d) is to train at least 300 workers

Performance Strategies:

- Develop and deliver training to workers and employers in the construction industry
- Target outreach training and consultations towards those activities most likely to cause “caught in or between”, “struck-by” or “falling” injuries or fatalities.

Indicators:

Number of formal and informal training events conducted in construction

Data Source(s):

OIS and a report from the Assistant Chief of Consultation and Training

Baseline:

674 workers trained (all industrial categories combined)

Annual Performance 2.1.b

Develop and deliver training to workers and employers in the healthcare industry that targets the most likely causes of injuries, illnesses, and fatalities. The combined goal (goals 2.1.a, 2.1.b, 2.1.c and 2.1.d) is to train at least 300 workers.

Performance Strategies:

Develop and deliver training to workers and employers in the healthcare sector; target outreach training and consultations towards those activities most likely to cause injuries or fatalities due to “slips, trips, and falls”, “overexertion and bodily reaction”, “contact with objects” and “workplace violence”.

Indicators:

Number of formal and informal training events conducted in the healthcare industry.

Data Source(s):

OIS and a report from the Assistant Chief of Consultation and Training

Baseline:

674 workers trained (all industrial categories combined) in FY 2017

Annual Performance 2.1.c

Develop and deliver training to workers and employers in the seafood processing industry that targets the most likely causes of injuries, illnesses, and fatalities. The combined goal (goals 2.1.a, 2.1.b, 2.1.c and 2.1.d) is to train at least 300 workers.

Performance Strategies:

Develop and deliver training to workers and employers in the seafood sector; target outreach training and consultations towards those activities most likely to cause injuries or fatalities due to “falling”, “caught in or between”, and “pinch-point” (including amputations).

Indicators:

Number of formal and informal training events conducted in the seafood industry.

Data Source(s):

OIS and a report from the Assistant Chief of Consultation and Training

Baseline:

674 workers trained (all industrial categories combined) in FY 2017

Annual Performance 2.1.d

Develop and deliver training to workers and employers in public sector that targets the most likely causes of injuries, illnesses, and fatalities. The combined goal (goals 2.1.a, 2.1.b and 2.1.d) is to train at least 300 workers.

Performance Strategies:

Develop and deliver training to workers and employers in the public sector

Indicators:

Number of formal and informal training events conducted in the public sector

Data Source(s):

OIS and a report from the Assistant Chief of Consultation and Training

Baseline:

674 workers trained (all industrial categories combined) in FY 2017

Outcome Goal 2.2

Promote cooperative/partnership agreements and recognition programs as a means of lowering accident/fatality rates

Annual Performance Goal 2.2.a

Maintain at least 11 VPP sites (both in public and private sector) over the course of the strategic plan

Performance Strategies:

- Promote the benefits of the VPP program during enforcement inspections or consultation visits,
- Conduct promotional activities at a minimum of two industry trade fairs and conferences during FY 2019,
- Target promotional activity towards businesses most likely to participate.

Indicators:

- 11 VPP sites
- Number and type of promotional activities accomplished

Data Source(s):

OIS, report from the Assistant Chief of Consultation and Training, and AKOSH annual report

Baseline:

9 VPP sites (5-year strategic plan baseline, no annual baseline) in FY 2017

Annual Performance Goal 2.2.b

Establish or maintain at least one partnership agreement in construction, healthcare, seafood processing or the public sector over the course of the strategic plan

Performance Strategies:

- Promote the benefits of the program during enforcement inspections or consultation visits,
- Conduct promotional activities at a minimum of two industry trade fairs and conferences in FY 2019,
- Target promotional activity towards those businesses most likely to participate.

Indicators:

- Number of partnership agreements,
- Number and type of promotional activities accomplished

Data Source(s):

OIS, report from the Assistant Chief of Consultation and Training, and AKOSH annual report.

Baseline:

One (1) partnership agreement in the construction CHASE in FY 2017

Comments:

The goal is to maintain at least one (1) partnership agreement in any one of the targeted categories during each year over the 5-year strategic plan period.

Strategies for Goal 2:

- AKOSH will increase employer awareness of and interest in voluntary compliance programs by discussing the programs with all employers during interventions and settlement meetings. The programs will be actively promoted to employers whose safety and health profile indicates that they might be candidates for even higher quality workplace recognition.
- AKOSH consultation and training activities will gain increased visibility through more integration with other AKOSH strategies. For example, AKOSH's VPP program will be used to provide models of excellence in hazardous industries and processes targeted for enforcement and AKOSH will actively compile and share successes and best practices.
- AKOSH will mobilize employers participating in voluntary compliance programs to provide technical assistance to candidate employers. AKOSH also intends to utilize these employers to promote the benefits of comprehensive safety and health programs.
- AKOSH outreach and training activities will promote the development and improvement of safety and health programs and worker involvement in safety and health. In addition, specific courses will focus on the importance of formal safety and health management systems, the major components of the systems and methods to assess system effectiveness. These will also identify worker participation approaches that are successful in reducing accidents, injuries and illnesses.
- AKOSH will promote current VPP participants through press releases, newspaper notices, and interventions such as meetings and presentations.
- AKOSH will develop and make available to private and public sector employers/employees safety and health training classes and materials targeted to the main causes of illnesses, injuries, and fatalities in the workplace.

AKOSH five year Strategic Goals 3:

Secure public confidence through excellence in the development and delivery of AKOSH enforcement and consultation and training programs and services

Outcome Goal 3.1

Ensure AKOSH staff is well trained and knowledgeable and delivers services in an adequate and consistent manner

Annual Performance Goal 3.1.a

Work with OSHA Training Institute and Region X staff and other sources to access training for compliance and consultation staff in basic and specialized subjects necessary to effectively carry out the AKOSH strategic plan.

Performance Strategies:

AKOSH will report quarterly on staff training activities, accomplishments, and anticipated problems in accomplishing the goal.

AKOSH will ensure compliance officer core competency training is completed within the required timeframe of three years as outlined in AKOSH PD 16-02. AKOSH will ensure compliance officers that investigate whistleblower complaints complete required training.

Indicators:

- Identification of required training courses for compliance and consultation staff in accordance with OSHA Instruction TED 01-00-018 as amended by AKOSH PD 16-02 and the AKOSH Training Plan.
- Identification of required training courses for investigators of whistleblower complaints.
- Timely completion of required courses by compliance and consultation staff,
- Number of staff trained who had been on board with AKOSH for at least 3 years and who had completed all required courses in a timely manner.
- Staff attendance at professional development courses, seminars and conferences.

Data Source(s):

Reports from AKOSH Training Coordinator, Assistant Chief of Enforcement and AKOSH annual reports

Baseline:

At the end of FY 2017 AKOSH had three (3) safety and health compliance officers in enforcement who were on board with AKOSH for at least three (3) years and who had completed all required initial training courses in accordance with PD 16-02. AKOSH had four (4) safety and health compliance officers with Whistleblower Investigation Fundamentals class.

Annual Performance Goal 3.1.b

Conduct quarterly self-audits of enforcement and consultation case files to evaluate the effectiveness and consistency of services.

Strategies:

- AKOSH will strive to maintain adequate and accurate inspection/investigation case files,
- Problems with files will be corrected and staff will be trained to avoid future issues
- Regular audits will be completed by CSHOs, supervisors and administrative support before reports and citations are sent and/or issued to the employers and before case files are closed to ensure all the appropriate documentations are according to appropriate directives and regulations, and case files are organized and properly maintained.

Indicators:

Annual reviews conducted by federal OSHA are acceptable and problems are addressed in a reasonable time and manner.

Data Source(s):

Reports from federal OSHA.
Internal quarterly self-audits

Baseline:

Formal quarterly audits will be established and provided by Chief of OSH, and Assistant Chiefs of Enforcement and Consultation and Training to audit 10% of total case files and inspections.

Stipulations

- A. AKOSH will participate in OSHA's Integrated Management Information System (IMIS) and the OSHA Information System (OIS).
- B. AKOSH will respond to all Complaints against State Plan Administration (CASPA) inquiries from OSHA.
- C. AKOSH will submit all state initiated program changes to OSHA within 60 days. State program officials will work with the OSHA Area Office staff during the development stages of state initiated changes.
- D. The State will continue to adopt OSHA standards established by final OSHA rule in the Federal Register as updates to OSHA standards adopted by reference under AKOSH regulations or through formal promulgation in order to maintain standards that are "at least as effective" as OSHA standards.
- E. The State will continue to process variances according to timelines and procedures set out in Alaska statutes and administrative regulations. All decisions on variances will be made within 120 days of receipt.
- F. The status of compliance officer positions will be communicated to the Area Office on a quarterly basis through the submittal of a revised staffing chart.
- G. The State will submit the 23(g) grant document reflecting fiscal aspects of the program on a schedule established by the OSHA Regional Office. The routine financial monitoring of this document will not be affected by this plan.
- H. AKOSH will continue to utilize OSHA's Salt Lake City Technical Center for laboratory services.
- I. AKOSH formal contest activity through the OSH Review Board will be communicated to the Area Office routinely. The OSH Review Board is an independent body appointed by the Governor.

23(g) State Plans Projected Program Activities

23(g) Compliance and On-site Consultation

23(g) Compliance & On-site Consultation	Actual FY 2017		Estimated FY 2018		Projected FY 2019	
	Safety	Health	Safety	Health	Safety	Health
Private Sector Inspections - Non-Construction	70	70	73	44	90	90
Private Sector Inspections - Construction	53	13	98	6	120	10
State and Local Government Inspections – Total	15	12	14	5	10	10
Total Inspections	138	95	185	55	220	110
Public Sector Consultation Visits	77	43	70	30	55	10
Private Sector Consultation Visits - 23(g) (KY, PR, and WA Only)	n/a	n/a	n/a	n/a	n/a	n/a
Total Consultation Visits	77	43	70	20	55	10

23(g) Compliance Assistance

23(g) Compliance Assistance	Actual FY 2017		Estimated FY 2018		Projected FY 2019	
	New	Total	New	Total	New	Total
VPP Participants – General Industry	0	9	1	10	1	10
VPP Participants – Construction	0	0	0	0	0	0
VPP Participants – State and Local Government	0	0	0	0	0	0
Participants in Cooperative Programs with Enforcement Incentives (i.e., Partnerships)	1	13	1	14	6	9
Participants in Cooperative Programs Without Enforcement Incentives (i.e., Alliances)	0	0	0	0	0	0
Private Sector SHARP Participants - 23(g) (KY, PR, and WA Only)	n/a	n/a	n/a	n/a	n/a	n/a
State and Local Government SHARP participants	0	11	2	16	5	5
Outreach Participants		300		300		300

Notes on projected program activity goals

- AKOSH Enforcement will detail one safety officer to conduct discrimination investigations as his/her primary responsibility and one safety officer as a back up to increase the number of investigations completed in 90 days timeframe.
 - AKOSH Enforcement anticipates having three safety officers with less than one year of experience at the beginning of FFY 2019. Senior CSHOs will assist to train and mentor new employees. Consequently, the inspectors in training will not be expected to produce at the journey level in FY 2019.
 - AKOSH Enforcement foresees having two Industrial Hygienists with less than three months of experience at the beginning of FFY 2019. Senior health CSHOs will assist to train and mentor the new CSHOs subsequently reducing the total number of health inspections for FY 2019. The projected number of health inspections assumes there will be no further personnel changes within AKOSH.
 - New participants are those that become active during the fiscal year. The total number of participants is the number that is active at the end of the fiscal year, and includes all new sites from that year.
 - Cooperative Programs with Enforcement Incentives: Programs similar to OSHA's Strategic Partnership Program that provide enforcement incentives to approved participants, such as inspection exemption or deferral, or reduced penalties.
 - Outreach Participants: Projected total number of trainees/participants in formal training, workshops, seminars, speeches, conferences, informal worksite training, etc., during the year.
 - Fiscal year based on federal fiscal year.
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Training Plan to Satisfy Goals 2.1a and 2.1b

The goal is to promote safety and health programs as they relate to preventing injuries, illnesses and fatalities in the construction, seafood processing and healthcare industries.

AKOSH set into place several strategies to address the training needs of workers involved in the construction and seafood processing industries to prevent "struck-by," "falling," "caught-in or – between", and "pinch-point" (possible amputation) injuries, and in the healthcare industry to prevent "slips, trips, and falls", "overexertion and bodily reaction", "contact with objects" and "workplace violence" incidents.

- A. Training courses, as requested, providing employers, employees and the general public with training and train-the-trainer programs to assist in preventing "struck-by," "falling," "pinch-point", and "caught-in or -between" injuries, and fatalities in the construction and seafood processing industries, and "slips, trips, and falls", "overexertion and bodily reaction", "contact with objects" and "workplace violence" in the healthcare industry.
- B. AKOSH will present two 10-hour training sessions to assist in preventing "struck-by", "falling", "pinch-point", and "caught-in or -between" injuries and fatalities in construction and seafood processing industries, and "slips, trips, and falls", "overexertion and bodily reaction", "contact with objects" and "workplace violence" in the healthcare industry.
- C. AKOSH will have radio stations in the State of Alaska run Public Service Announcements to promote the reduction of injuries and fatalities in the construction and healthcare industry.

- D. The Training Coordinator will be responsible to notify employers, employees and the general public when AKOSH training will be held.
- E. The Training Coordinator will be responsible to ensure all consultants and trainers receive proper training on prevention strategies involved with preventing “struck-by”, “falling”, “pinch-point”, and “caught-in or -between” injuries and fatalities in construction and seafood processing industries, and “slips, trips, and falls”, “overexertion and bodily reaction”, “contact with objects” and “workplace violence” in the healthcare industry.
- F. AKOSH will work with associations, employers and other groups in promoting AKOSH Consultation and Training services.
- G. The Training Coordinator will provide the Assistant Chief of Consultation and Training with a monthly report on the number of public sector formal training events conducted and number of attendees.
- H. The Training Coordinator will interface with Federal OSHA Region X and OSHA Training Institute, other States and entities in obtaining training materials and programs to promote the reduction of injuries and fatalities in the construction, seafood processing and healthcare industries.
- I. The Assistant Chief of Consultation and Training will assign consultants and trainers as needed to fulfill the requirements of the training plan.