What is an OSHA Challenge: Getting Ready for VPP

Speaker:

Ed Parsons
OSHA Challenge Coordinator
Gulf Coast Safety Institute
Course Objectives

• At the completion of this session the attendees will be able to:
  – describe the OSHA Challenge Program;
  – explain how to become an OSHA Challenge Participant;
  – use the OSHA Challenge Tracking Participants Status (OCTPS) form to complete a gap analysis on their safety and health management system.
OSHA’s Cooperative Programs

SHARP
Safety & Health Achievement Recognition Program
Consultation: An OSHA Cooperative Program

OSHA CHALLENGE
A ROADMAP TO SAFETY AND HEALTH EXCELLENCE

VPP

alliance
An OSHA Cooperative Program

PARTNERSHIP
New Roadmap

• OSHA Challenge Program (2004)
  – Open to any company regardless of size, type or incident rate
  – Administration of the Program by non-profit groups such as safety councils and academic institutions
  – OSHA has limited involvement
  – Two tracks – General Industry & Construction
Challenge Program Verification

- Verification is completed during or at the end of each stage
- May be conducted by Administrator or Coordinator
  - May have assistance of other SGEs or Challenge participants
- Verifications consist of review of the safety & health management system.
  - No employee interviews are conducted
  - No site evaluation/walkthrough is mandated
Elements of Challenge

- Management Leadership & Employee Involvement
- Worksite Analysis
- Hazard Prevention & Control
- Safety & Health Training
Challenge Recognition

- Company Name on Challenge website
- Completion of each stage
  - Stage 1 – Letter from Area Director
  - Stage 2 – Letter for Regional Administrator
  - Stage 3 – Letter from Asst. Secretary of Labor – OSHA
How to become an OSHA Challenge Participant
Application Process

• Submit to Challenge Administrator
  – Letter of Commitment
  – Candidate Information Form
  – OSHA 300 Baseline Information.

• OSHA reviews Commitment letter and notifies Challenge Administrator.

• Company name is placed on OSHA website.
Tuesday, February 26, 2008

Challenge Program Coordinator
Directorate of Cooperative and State Programs (DCSP)
Occupational Safety and Health Administration, Room N3700
U.S. Department of Labor
200 Constitution Avenue, N.W.
Washington, D.C. 20210

Statement of Commitment:
The Management of The Dow Chemical Company’s Texas Operations is committed to continually improving its safety and health performance and providing a safe and healthful workplace for our employees. Safety and health are paramount to our corporate vision and mission. Management hereby states that we will strive to successfully complete the three stages of the Challenge Program for General Industry, provide the necessary data and documentation to our Administrator, Gulf Coast Safety Institute, and keep our Administrator informed of our progress. We also will involve our employees and contractors in the Challenge process. We are excited to be involved in voluntary efforts with OSHA and look forward to reaching our ultimate goal of VPP Star Certification.

Sincerely,

Gary Hechtstra
The Dow Chemical Company
Texas Operations
Vice President and Site Director

Linda Bartholome
The Dow Chemical Company
Texas Operations
Responsible Care Leader
### Challenge Pilot

**Candidate Information Profile**

<table>
<thead>
<tr>
<th>Section 1: Candidate Information</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Candidate Name</strong></td>
</tr>
<tr>
<td><strong>Site Address</strong></td>
</tr>
<tr>
<td><strong>Site Manager Name</strong></td>
</tr>
<tr>
<td><strong>Site Manager Title</strong></td>
</tr>
<tr>
<td><strong>Company/Corporate Name</strong> (If different from above)</td>
</tr>
<tr>
<td><strong>Company/Corporate Address</strong></td>
</tr>
<tr>
<td><strong>Administrator Name</strong></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Section 2: Challenge Candidate Contact Information</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Candidate Contact Name</strong></td>
</tr>
<tr>
<td><strong>Candidate Contact Title</strong></td>
</tr>
<tr>
<td><strong>Candidate Contact Phone Number</strong></td>
</tr>
<tr>
<td><strong>Candidate Contact Fax Number</strong></td>
</tr>
<tr>
<td><strong>Candidate Contact E-mail Address</strong></td>
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<table>
<thead>
<tr>
<th>Section 3: Collective Bargaining Representative</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Union Name and Local #</strong></td>
</tr>
<tr>
<td><strong>Agent’s Name</strong></td>
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<tr>
<td><strong>Agent’s Address</strong></td>
</tr>
<tr>
<td><strong>Agent’s Phone Number</strong></td>
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<tr>
<td><strong>Agent’s Fax Number</strong></td>
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<tr>
<td><strong>Agent’s E-mail Address</strong></td>
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</tbody>
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<tr>
<th>Section 4: Employees</th>
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<tbody>
<tr>
<td><strong>Number of Employees</strong></td>
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<tr>
<td><strong>Number of Contract Employees</strong></td>
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<tr>
<th>Section 5: Type of Work and Products/Services</th>
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</thead>
<tbody>
<tr>
<td>Please provide a comprehensive description of the work performed at your site, the type of product produced, and/or services provided, and the typical hazards associated with your industry. Also provide your SIC and NAICS.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Description</th>
<th>SIC</th>
<th>NAICS</th>
</tr>
</thead>
<tbody>
<tr>
<td>My New Company makes things that no one else can make. The hazards of working here are slips, trips and falls, cuts/abrasions to hands and arms.</td>
<td>1234</td>
<td>123450</td>
</tr>
</tbody>
</table>
OSHA 300 Log Form (Example)

Challenge Pilot Program
OSHA 300 Baseline Information*

Candidate Name: My New Company

REQUIRED DATA

Most Recent Complete Calendar Year of Data: 2010

G H I J K L M1 M2 M3 M4 M5
0 0 0 0 0 0 0 0 0 0

Total Hours Worked: 250,000
TCIR: 4.0
DART: 0.0

OPTIONAL DATA

Previous Year’s Data: 2009

G H I J K L M1 M2 M3 M4 M5
0 1 0 2 6 0 3 0 0 0

Total Hours Worked: 245,000
TCIR: 2.4
DART: 0.8

Data from Two (2) Years Previous: 2008

G H I J K L M1 M2 M3 M4 M5
0 3 4 5 25 10 12 0 0 0

Total Hours Worked: 225,000
TCIR: 10.7
DART: 6.2

3-Year Average

TCIR: 5.7
DART: 2.3

* - OSHA will use this information to track the progress of OSHA Challenge Candidates. It will NOT be used for enforcement purposes.
OSHA Challenge
Administrators
Challenge Administrator

• Who?
  – Corporations, nonprofit/educational associations, and federal agencies.

• Why?
  – Work with sites in your own company to achieve SHMS progress or VPP
  – Assist other companies in achieving SHMS progress or VPP

• How?
  – Submit letter of application to OSHA
Challenge Administrator

• Other important info
  – Administrators may not be private safety and health consultants or for-profit associations.
  – Administrators cannot charge for time.
  – Administrators can charge for reasonable expenses, e.g. mileage, meals, hotel

• How to find one?
  – OSHA Challenge webpage
    https://www.osha.gov/dcsp/vpp/challenge.html
What does an Administrator do?

• Process applications, annual reports
• Mentor/coach by answering questions via email, phone and in-person when possible
• Conduct meetings with management teams to help them understand the benefits of the OSHA Challenge Program.
• Hold quarterly meetings (in person & phone conference)*
• Hold training for coordinators*
Electronic Tools
Forms

- The “Octopus”
  - OSHA Challenge Tracking Participants Status (OCTPS)
# OCTPS

**Challenge Pilot**

**Stage I Tracking Form**

<table>
<thead>
<tr>
<th></th>
<th>A</th>
<th>B</th>
<th>C</th>
<th>D</th>
<th>E</th>
<th>F</th>
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<td>Challenge Pilot</td>
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<td>Stage I Tracking Form</td>
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<td>5</td>
<td>Participant Name</td>
<td>Administrator Name</td>
<td>Report Period</td>
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<td>6</td>
<td>[Insert Participant Name]</td>
<td>[Insert Admin. Name]</td>
<td>Time Period</td>
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<td>9</td>
<td>Stage I – Management Leadership and Employee Involvement</td>
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</table>

1. Management Commitment - Actions Required

<table>
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<tr>
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<th>Participant Status</th>
<th>Administrator Status</th>
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</thead>
<tbody>
<tr>
<td>11</td>
<td>No Action Taken</td>
<td>No Action Taken</td>
</tr>
</tbody>
</table>

1. Safety and Health Mission Statement

Develop, issue, and communicate a Safety and Health Mission Statement (i.e., defining where the site wants to be)

<table>
<thead>
<tr>
<th>Participant Goal:</th>
<th>Date Completed:</th>
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14 Participant Actions Taken:

Administrator Narrative:

15

2. Safety and Health Policy Statement

Develop, issue, and communicate a Safety and Health Policy Statement (i.e., what the site commits to doing)

<table>
<thead>
<tr>
<th>Participant Goal:</th>
<th>Date Completed:</th>
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<tbody>
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18 Participant Actions Taken:

Administrator Narrative:

19
Contact Information

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[www.com.edu/gcsi](http://www.com.edu/gcsi)  
[http://www/gcsi/osha-challenge-program](http://www/gcsi/osha-challenge-program)
Questions?

www.com.edu/gcsi
http://www/gcsi/osha-challenge-program