



## The Pennsylvania Consultation Connection

Spring 2009

### AFS Energy Systems Becomes SHARP Certified

**AFS Energy Systems**, a manufacturing and engineering firm in central Pennsylvania, received their SHARP certification, in December 2008. This company is only one of five other companies in Pennsylvania that received this recognition last year. In fact, only 35 other companies in Pennsylvania have this honor.

The SHARP recognition is presented nationally to small employers who demonstrate exemplary safety and health management. As all SHARP companies know, an exemplary workplace safety and health management system is "good business sense" that also makes financial sense because it improves the "bottom line" by lowering injury and illness rates, decreasing workers' compensation costs, reducing lost workdays, and limiting equipment damage and product losses. Overall, the pursuit of SHARP provides an opportunity for the entire company to create a new path and contribute to a common goal — constantly improving safety and health.

Upon receiving the SHARP recognition, **AFS Energy Systems** is exempt from OSHA programmed inspections for up to two years.



Does your company have what it takes to be SHARP? Find out on Page 2!



Occupational Safety  
and Health Administration



**SHARP Ceremony for AFS Energy Systems**

(pictured left to right)

Mr. **David Rhodes** CSP, Consultation Program Director; Mr. **Doug Fisher**, Chief Operations Officer for AFS; PA State Representative **Sheryl Delozier**; Secretary of PA Department of Labor and Industry **Sandi Vito**; Senator **Pat Vance** and Mr. **Mark McGahen** CSP, Safety Consultant.

### Look What's Inside:

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# What is the Safety and Health Achievement Recognition Program?

The Safety and Health Achievement Recognition Program (SHARP) recognizes small employers who operate an exemplary safety and health management system. Acceptance into SHARP is an achievement of significance that will single your company out among your business peers as a model for worksite safety and health.



## Our most recent SHARP companies:

### Aven Fire Systems,

April 2009

### Strasburg Pallet Co.,

March 2009

### Fisher & Ludlow Tru-Weld,

January 2009

### Advanced Fabrication Services,

December 2008

### Industrial Timber & Lumber Corp.,

October 2008

### Mi Metals, Inc.,

May 2008

### Industrial Metal Plating Inc.,

May 2008

### Pennsylvania Machine Works,

March 2008

## So You Want to Be a SHARP Company? Here's How!

### **What makes my company eligible to apply for SHARP?**

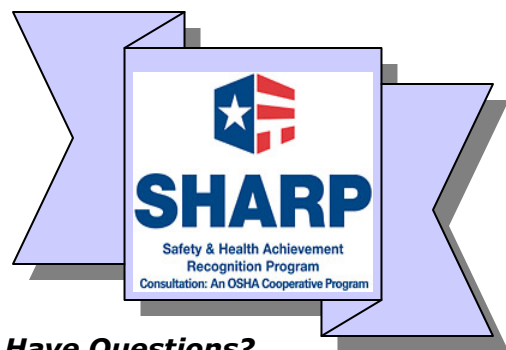
- Employ not more than 250 employees at the site and not more than 500 total employees at all sites controlled nationwide.
- Have a Days Away, Restricted, or Transferred (DART) rate and Total Recordable Case (TRC) rate below the national average for your industry.
- Be a single, fixed worksite.
- Have at least a one (1) year operating history so that there is an established DART rate and TRC rate.

### **OK...My company is eligible for SHARP so now what do I do?**

- Request a consultation visit that involves a complete hazard identification survey; of all conditions and operations at the establishment, including a complete safety and health program review.
- Involve employees in the consultation process;
- Correct all hazards identified by the consultant;
- Implement and maintain a safety and health management system that, at a minimum, addresses OSHA's 1989 Safety and Health Program Management Guidelines;
- Lower your company's Days Away, Restricted, or Transferred (DART) rate and Total Recordable Case (TRC) rate below the national average;
- Agree to notify the PA/ OSHA Consultation Project Office prior to making any changes in the working conditions or introducing new hazards into the workplace.

### **My company is not quite ready for SHARP...it meets most, but not all of the SHARP eligibility criteria; Is there anything for me?**

Yes! If you are an eligible employer who receive a full-service consultation survey and a comprehensive safety and health program review, you may request a deferral from programmed OSHA inspections for up to 18 months while you work with the PA/OSHA Consultants to improve your safety and health program. This is part of the **Inspection Deferral Program**. The purpose of the program is to work with your company so that at the end of the inspection deferral period your company should be eligible to apply for admission into the Safety and Health Achievement Recognition Program (SHARP).



### **Still Have Questions?**

Call the PA/ OSHA Consultation Program  
Toll free: 1-800-362-1241

## What is the Safety and Health Assessment Worksheet? Form 33

The Safety and Health Program Assessment Worksheet (the Form 33) is comprised of fifty-eight attributes to evaluate the effectiveness of the safety and health program management in a small business setting. This is the main tool that the consultants use to guide them in evaluating a SHARP company. The Form 33 is divided into three main components with 58 attributes. They are:

**Operational. Attributes #1 – 19.** Measures the actual activities that are taking place in your business to “find and fix” hazards. These questions relate to detection, prevention and control of hazards on the job-site. Do your workplace hazards result from “failure to find”, or “failure to fix” situations?

**Managerial. Attributes #20 – 39.** Measures the ability of your organization to support and maintain the operational component of your S&H



program. These attributes address Planning and Evaluation, Administration and Supervision, and S&H Training as they relate to “why” hazards existing in your workplace. Before any job injury, some root cause usually exists in management that involves assignment of responsibility, authority, training, resources, or motivation of a responsible person.

**Cultural. Attributes #40 – 58.** The third component measures the organizational values and principles mutually held by management and employees that relate to safety and health. It has two sub-components based on Management Leadership and Employee Participation. Management leadership is needed to initiate change and improvement in a company safety culture, and employee

participation is needed to grow and support it.

Each of these fifty-eight attributes is scored with one of the following values:

0 = None of the attribute’s elements are in place;

1 = Needs major improvement, very few of the attribute’s elements are in place;

2 = Needs minor improvement most of the attribute’s elements are in place;

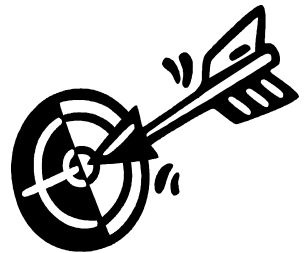
3 = Yes the company has achieved this attribute.

Most SHARP companies, achieve a score of “3” on the majority of these attributes. It isn’t easy to acquire a perfect score on this form, but a select few companies have done it, and continue to maintain this achievement.

## The Dart Letter

Did you receive this letter last month? If you think that the only definition for DART is “a *small narrow pointed missile that is thrown or shot, as in the game of darts*”, then you may very well have gotten one! OSHA’s definition of “DART” is “*the incident rate for recordable case injuries resulting in days away from work, restricted work activity, or job transfer*”.

OSHA identified more than 13,500 employers with the nation's highest rates of workplace injuries and illnesses. This information was obtained through employer-reported data from a 2008 survey of 80,000 worksites (this survey collected injury and illness data for the calendar year 2007). Workplaces that had DART rates more than twice the national average among all U.S. workplaces were notified in a letter (the DART Letter). This letter was sent as a proactive step to encourage employers to take action now to reduce these rates and improve safety and health conditions in their workplaces.



OSHA recognizes that an elevated DART rate does not necessarily indicate a lack of interest in safety and health. Whatever the cause, a high rate is costly to your company in both personal and financial terms. “*Employers whose businesses have injury and illness rates this high need to take immediate steps to protect their workers,*” said acting Assistant Secretary of Labor for OSHA Jordan Barab. “*Our goal is to make employers aware of their high injury and illness rates and to get them to eliminate hazards in their workplace. To help them in this regard, OSHA offers free assistance programs to help employers better protect the safety and health of their workers.*”

If you received this letter, we can help you! **Call our office. (1-800-382-1241)**



Indiana University of Pennsylvania

PA/OSHA CONSULTATION PROGRAM

205 Uhler Hall  
Indiana, PA 15705-1087

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My name is Cynthia Mellen and I am the co-editor of this newsletter. I am also a safety consultant with the PA/ OSHA Consultation program at IUP. For those of you who are not completely familiar with our program, let me explain. Pennsylvania employers

who want help in recognizing and correcting safety and health hazards and in improving their safety and health programs can get it from a free consultation service largely funded by the Occupational Safety and Health Administration (OSHA). Primarily targeted for smaller businesses in higher-hazard industries or with especially hazardous operation, the safety and health consultation program is **completely separate from OSHA's inspection effort**. No citations are issued, nor are penalties proposed.

In Pennsylvania, there are seven safety consultants and six health consultants throughout the state. Our job as consultants is to address immediate safety and health problems within your company and also offer professional advice in maintaining continued, effective worker protection. Besides helping you to identify and correct specific hazards, we can provide guidance in establishing or improving an effective safety and health program and offer training and education for you, your supervisors, and your employees.

This first newsletter is to give Pennsylvania companies an idea of what our consultation program is about and to introduce SHARP to those companies who have worked with us and may want to take the next step towards SHARP. We intend sending a newsletter on a quarterly basis to update everyone on what's happening both within our program and with OSHA compliance issues.

My goal for future newsletters is to provide information and answer questions that you may have about potential hazards at your worksites, or ways to improve your occupational safety and health management systems.

If you have any questions or comments for this newsletter, please send an email to Pennsylvania Consultation's Program Director at [Rhodes.Dave@dol.gov](mailto:Rhodes.Dave@dol.gov)



**Occupational Safety  
and Health Administration**