

AGREEMENT ESTABLISHING A STRATEGIC ALLIANCE

BETWEEN

**THE OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION
THE U. S. DEPARTMENT OF LABOR
CONCORD AREA OFFICE**

AND

SAFETY & HEALTH COUNCIL OF NEW HAMPSHIRE

The U.S. Department of Labor - Occupational Safety and Health Administration (OSHA) and the Safety & Health Council of New Hampshire (SHCNH) are two organizations which have historically promoted safety and health throughout the State of New Hampshire. This document is an agreement between the two organizations to form an alliance to promote safety and health to the employers and employees in the State of New Hampshire by increasing training in occupational safety and health.

ALLIANCE GOALS

This alliance will have OSHA and SHCNH working together to:

- Coordinate and enhance outreach activities and training programs to improve employers and employees' awareness of OSHA's regulations.
- Coordinate and enhance outreach activities and training programs to inform employers and employees of OSHA's enforcement efforts as outlined in special emphasis programs.
- Increase the use of OSHA technical and training assistance to employers and employees throughout the state.

OBJECTIVES

OSHA and SHCNH will work in alliance to accomplish the following objectives:

Awareness - Develop an efficient and effective procedure for bringing occupational safety and health information and resources to the employers and employees of New Hampshire:

- Increase the knowledge of the SHCNH staff and volunteers as it pertains to OSHA regulations, special enforcement efforts, and outreach resources.
- Promote the benefits of establishing a comprehensive safety and health management system in the work environment.
- Increase the awareness of OSHA web resources.

Referrals and Assistance - Assist the SHCNH staff and volunteers to understand sources of OSHA assistance and means to obtain them:

- Identify SHCNH member companies desiring to improve their safety and health programs and assist them in obtaining OSHA information and/or services.
- Develop methods for SHCNH staff to refer technical safety and health inquiries to OSHA's Compliance Assistance Specialist for resolution.
- Assist SHCNH members interested in gaining recognition through OSHA's Voluntary Protection

Program(VPP) and Federal Safety and Health Achievement Recognition Program(SHARP).

Training and Education - Identify interested employers and employees who would like to take advantage of safety and health training pertaining to OSHA requirements in addition to the elements and benefits of effective safety and health management systems. Specifically:

- Have an OSHA representative on the SHCNH's Occupational Safety and Health Committee to assist in promoting safety and health management systems through the SHCNH's Occupational Safety and Health Training Programs and Certificate Programs.
- OSHA and SHCNH jointly conduct safety and health seminars on new OSHA requirements and/or initiatives.
- Identify OSHA personnel with specific technical expertise to instruct safety and health seminars developed and implemented by the SHCNH.
- Have an OSHA representative assist SHCNH in the planning, development, and presentation of the SHCNH's Annual Safety & Health Conference and Exhibition.

Program Evaluation - Demonstrate a positive impact on employees' safety and health for businesses participating in activities provided through this alliance:

- Develop and implement evaluation forms for all joint OSHA and SHCNH outreach activities.
- Monitor for improvements of their safety and health programs in the companies requesting assistance from OSHA and SHCNH .
- Track and evaluate attendance at jointly sponsored safety and health training seminars.
- Track and evaluate referrals for technical assistance.
- Track the number of companies applying for VPP and SHARP.

ROLES AND RESPONSIBILITIES

OSHA and SHCNH agree to work in alliance to improve safety and health in New Hampshire.

The SHCNH agrees to work with OSHA to:

- Identify areas of concern of their members which could be jointly addressed by OSHA and SHCNH to improve safety and health in New Hampshire.
- Distribute information about this alliance to the employers and employees of New Hampshire by using their existing newsletter and mailing list.
- Provide locations and outreach assistance for training seminars concerning OSHA requirements, OSHA initiatives, and programs on effective safety and health management systems.
- Promote OSHA's cooperative compliance programs to the employers and employees of New Hampshire.
- Provide a venue for technical assistance referrals from the employers and employees of New Hampshire to OSHA compliance assistance group.
- Track outreach, training, and referral activities.

OSHA agrees to:

- Work cooperatively with the SHCNH to provide safety and health information, training, and training materials specifically aimed at the employers and employees of New Hampshire.
- Provide training and training materials to help employers and employees of New Hampshire understand and comply with OSHA requirements and to implement effective safety and health management systems.
- Coordinate with professional and trade associations to identify qualified volunteer trainers and speakers (i.e., American Society of Safety Engineers, American Industrial Hygiene Association, Voluntary Protection Program Participants Association, etc.)
- Respond to referrals from SHCNH and/or employers and employees of New Hampshire to provide assistance as requested.
- Provide a representative to SHCNH's Occupational Safety and Health Committee and to the SHCNH Annual Conference Planning Committee.
- Track, evaluate, and share information on activities.

IMPLEMENTATION

An implementation team made up representatives of both organizations will meet to develop a plan of action to determine working procedures, and identify the roles and responsibilities of the participants. In addition, they will meet at least quarterly to track and share information on activities and the results in achieving the goals of the alliance.

This agreement will remain in effect for three(3) years. The Alliance will be reviewed annually and a report will be issued. Either signatory may terminate it for any reason at any time provided the give 30 days notice. This agreement be modified at any time with consent of both parties.

DAVID C. MAY
Area Director
Occupational Safety and
Health Administration

Date

LYMAN COUSENS
Executive Director
Safety and Health Council of
New Hampshire

Date

DENNIS FRANCOEUR
President
Safety and Health Council of
New Hampshire