

# **Appendix E**

## **STATE OF CONNECTICUT**

### **STATE OSHA ANNUAL REPORT (SOAR)**

**October 1, 2009 through September 30, 2010**



**Prepared By:**

**State of Connecticut  
Department of Labor  
Division of Occupational Safety and Health**

**Submitted:  
December 30, 2010**

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STATE OF CONNECTICUT	

**DEPARTMENT OF LABOR  
DIVISION OF OCCUPATIONAL SAFETY AND HEALTH**

**STATE OSHA ANNUAL REPORT  
(SOAR)  
FISCAL YEAR 2010**

**EXECUTIVE SUMMARY**

The State of Connecticut Department of Labor Division of Occupational Safety and Health Public Sector Only State Plan (CONN-OSHA) submits this State OSHA Annual Report (SOAR) to the Federal Occupational Safety and Health Administration (OSHA) for evaluation of the State program.

The SOAR covers the time period October 1, 2009 through September 30, 2010. This submission is in accordance with the State Plan Policies and Procedures Manual dated March 21, 2001.

This SOAR contains the following sections:

- Executive Summary
- State Results Summary Chart
- Evaluation of Strategic Plan Accomplishment
- State Internal Evaluation Program (SIEP) Report

Fiscal Year 2009 was the first year of CONN-OSHA's five-year strategic plan. This report covers the Annual Performance Plan for October 1, 2009 through September 30, 2010 (FY 2010), the second year in the five-year plan.

Following is a summary of the Annual Performance Goals in CONN-OSHA's FY 2010 Annual Performance Plan, as well as the strategies used to accomplish these goals. FY 2010 results are discussed in detail in the ensuing sections of this report.

***Strategic Goal 1: Improve workplace safety and health for all workers, as evidenced by reducing hazards, exposures, injuries, illnesses, and fatalities.***

- Annual Performance Goals 1.1a: Reduce the average incidence rate for cases with Days Away, Restricted or Transferred (DART) by ten percent (10%) in the following Connecticut state government industries identified as high hazard: state hospitals, NAICS Code 622000; state nursing and residential care facilities, NAICS Code 623000; and state highway maintenance and repair operations, NAICS code 237310. In order to accomplish this goal, CONN-OSHA set intermediate outcomes of twenty-five percent of all inspections and twenty-five percent of all consultations to be performed in the targeted agencies.
- Annual Performance Goals 1.1b: Reduce the average incidence rate for cases with Days Away, Restricted or Transferred (DART) by ten percent (10%) in the following Connecticut municipal government industries identified as high hazard: municipal public works – street and highway operations, NAICS code 237310; municipal water, sewage and other systems, NAICS code 221300; and municipal waste management and remediation services, NAICS code 562000. In order to accomplish this goal, CONN-OSHA set intermediate outcomes of twenty-five percent of all inspections and twenty-five percent of all consultations to be performed in the targeted municipal departments.
- Annual Performance Goal 1.1c: Decrease total fatalities in the public sector by focusing resources to the most hazardous industries. In order to accomplish this goal, CONN-OSHA planned to investigate fatalities within one work day of notification and focus a section of the CONN-OSHA Quarterly on fatality prevention.

***Strategic Goal 2: Promote a safety and health culture through compliance assistance, cooperative programs and strong leadership.***

- Annual Performance Goal 2.1: Workers in 100% of the municipalities where CONN-OSHA conducts training will indicate that their awareness of safe and healthful work practices has increased. As a means of accomplishing this goal, CONN-OSHA will conduct a minimum of seven training programs at municipal workplaces. This training will focus on keeping workers safe from the most hazardous operations and working conditions.
- Annual Performance Goal 2.1b: CONN-OSHA will increase employee safety and health awareness in state agencies where it conducts training. As a means of accomplishing this goal, CONN-OSHA will conduct seven safety and health training programs in state workplaces. This training will focus on keeping workers safe from the most hazardous operations and working conditions.
- Annual Performance Goal 2.1c: Increase public sector awareness of workplace safety and health by providing training, outreach and seminars based on needs. As a means of accomplishing this goal, CONN-OSHA will honor all requests from public sector workplace for training. The topics will be tailored to fit the workplace safety and health needs of the employees.
- Annual Performance Goal 2.1d: CONN-OSHA will maintain current Alliances with organizations that share its goal of reducing injuries and illnesses; additional Alliances that support CONN-OSHA's strategic goals will also be solicited. As a means of accomplishing this goal, CONN-OSHA will renew active Alliances that expire during FY2010.
- Annual Performance Goal 2.2a: One hundred percent of CONN-OSHA's onsite compliance and consultation activities will involve workers. In order to accomplish this goal, CONN-OSHA will ensure that workers are involved in 100% of its compliance and consultation activities.

***Strategic Goal 3: Maximize CONN-OSHA effectiveness and efficiency by strengthening its capabilities and infrastructure.***

- Annual Performance Goal 3.1a: CONN-OSHA staff members complete at least one safety and/or health training course per year. To accomplish this goal every 23(g) staff member will be enrolled and complete at least one safety and/or health training course.
- Annual Performance Goal 3.1b: CONN-OSHA staff members will be provided the opportunity to attend at least one professional development course/seminar per year. To accomplish this goal every 23(g) staff member will be provided the opportunity to complete at least one professional development activity.
- Annual Performance Goal 3.2a: Maintain the CONN-OSHA Local Emergency Management plan and revise when necessary. To accomplish this goal, CONN-OSHA planned to participate as team members, schedule training sessions, coordinate development and implementation of plan changes with state and local agencies, and monitor development and implementation of plan.

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STATE RESULTS SUMMARY CHART  
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**Strategic Goal 1: *Improve workplace safety and health for all workers, as evidenced by reducing hazards, exposures, injuries, illnesses, and fatalities.***

**Performance Goals 1.1a,b: *Reduce the cases with Days Away from work, Restriction, or job Transfer (DART) incidence rate by ten percent in selected North American Industry Classification System (NAICS) codes by focusing on individual workplaces with high injury and illness levels and/or those occupations or practices that pose the greater risks to workers (e.g., state hospitals, state nursing & residential care facilities, state highway maintenance and repair operations, municipal public works – street & highway, municipal water, sewage & other systems, municipal waste management & remediation).***

Performance Indicator Type	Indicator	Results	Comments																												
<b>Activity Measures</b>	The percent reduction in DART incidence rate from the baseline (2004-2006 average).	<table border="1"> <thead> <tr> <th></th> <th>NAICS</th> <th>04-06 Ave.</th> <th>2009 DART</th> </tr> </thead> <tbody> <tr> <td>State Hospitals</td> <td>622000</td> <td>10.0</td> <td>10.0</td> </tr> <tr> <td>State Nursing &amp; Residential Care Facilities</td> <td>623000</td> <td>9.9</td> <td>9.9</td> </tr> <tr> <td>State Highway Maintenance &amp; Repair Ops.</td> <td>237000</td> <td>10.0</td> <td>15.8</td> </tr> <tr> <td>Mun. Public Works – Street &amp; Highway</td> <td>237000</td> <td>10.0</td> <td>15.8</td> </tr> <tr> <td>Mun. Water, Sewage &amp; Other Systems</td> <td>221300</td> <td>9.3</td> <td>6.9</td> </tr> <tr> <td>Municipal Waste Management &amp; Remediation</td> <td>562000</td> <td>22.6</td> <td>31.3</td> </tr> </tbody> </table>		NAICS	04-06 Ave.	2009 DART	State Hospitals	622000	10.0	10.0	State Nursing & Residential Care Facilities	623000	9.9	9.9	State Highway Maintenance & Repair Ops.	237000	10.0	15.8	Mun. Public Works – Street & Highway	237000	10.0	15.8	Mun. Water, Sewage & Other Systems	221300	9.3	6.9	Municipal Waste Management & Remediation	562000	22.6	31.3	This goal will be evaluated at the conclusion of the five-year strategic plan.
	NAICS	04-06 Ave.	2009 DART																												
State Hospitals	622000	10.0	10.0																												
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Municipal Waste Management & Remediation	562000	22.6	31.3																												
<b>Intermediate Outcome Measures</b>	Twenty-five percent of all safety and health inspections will be performed in these state and municipal government industries.	There were a total of 78 inspections for FY 2010, of which 26 were performed in targeted state and municipal government industries. Therefore, thirty-three percent (33%) of all inspections were performed in the targeted industries, surpassing the goal of 25%.	Goal accomplished.																												
<b>Intermediate Outcome Measures</b>	Twenty-five percent of all safety and health consultations will be performed in these state and municipal government industries.	There were a total of 91 consultations for FY 2010, of which 29 were performed in targeted state and municipal government industries. Therefore, thirty-two percent (32%) of all consultations were performed in the targeted industries, surpassing the goal of 25%.	Goal accomplished.																												
<b>Primary Outcome Measures</b>	Ten percent reduction in DART incidence rate.	See Results on Activity Measures above.																													

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<b>Strategic Goal 1:</b> <i>Improve workplace safety and health for all workers, as evidenced by reducing hazards, exposures, injuries, illnesses, and fatalities.</i>
<b>Performance Goal 1.1c:</b> <i>Decrease total fatalities in the public sector by focusing resources on the most hazardous industries.</i>

Performance Indicator Type	Indicator	Results	Comments
<b>Activity Measures</b>	The percent reduction in fatalities.		
<b>Intermediate Outcome Measures</b>	Investigate fatalities within one work day of notification.	There were four fatalities that required an investigation during fiscal year 2010.	Goal not accomplished.
	CONN-OSHA Quarterly will include a fatality prevention aspect.	Each issue of the CONN-OSHA Quarterly included a fatality prevention aspect.	Goal accomplished.
<b>Primary Outcome Measures</b>	The established baseline is 0.34 days (lapse time from date reported to inspection; 3 year average).	Average lapse time for date reported to inspection was 1.67 days.	Goal not accomplished.

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<b>Strategic Goal 2: <i>Promote a safety and health culture through compliance assistance, cooperative programs and strong leadership.</i></b>
<b>Performance Goal 2.1a: <i>One hundred percent of participating municipalities indicate positive change in safety and health awareness.</i></b>

Performance Indicator Type	Indicator	Results	Comments
<b>Activity Measures</b>	The percent of participating municipalities that indicate positive change in safety and health awareness.	Post seminar surveys of participants indicate that safety and health awareness has been enhanced.	
<b>Intermediate Outcome Measures</b>	<p>In an effort to improve safety and health awareness in municipalities CONN-OSHA will conduct seven seminars annually, 1-2 per quarter:</p> <ul style="list-style-type: none"> <li>• One confined space entry</li> <li>• One lockout/tagout</li> <li>• One material handling &amp; ergonomics</li> <li>• One safe driving</li> <li>• One trenching &amp; excavation</li> <li>• One work zone safety</li> <li>• One workplace violence</li> </ul> <p>Post seminar questionnaires will be evaluated to determine the effectiveness of the seminars.</p>	25 seminars were conducted in FY 2010 that 393 municipal employees attended. Topics included: 10-hour construction, <b>confined space entry, lockout/tagout, powered industrial trucks, PPE/hazard communication, recordkeeping, safe driving, trenching &amp; excavation, and work zone safety.</b>	Goal accomplished.
<b>Primary Outcome Measures</b>	One-hundred percent (100%) of participating municipalities indicate positive change in safety and health awareness.	One-hundred percent of participating municipalities indicated that the seminars resulted in increased safety and health awareness in the workplace.	Goal accomplished.

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<b>Strategic Goal 2: <i>Promote a safety and health culture through compliance assistance, cooperative programs and strong leadership.</i></b>
<b>Performance Goal 2.1b: <i>Safety and health awareness is improved in each participating state agency.</i></b>

Performance Indicator Type	Indicator	Results	Comments
<b>Activity Measures</b>	The percent of participating state agencies that indicate positive change in safety and health awareness.	Post seminar surveys of participants indicated increased safety and health awareness.	
<b>Intermediate Outcome Measures</b>	<p>In an effort to improve safety and health awareness in state agencies CONN-OSHA will conduct seven seminars annually, 1-2 per quarter:</p> <ul style="list-style-type: none"> <li>• One confined space entry</li> <li>• One lockout/tagout</li> <li>• One material handling &amp; ergonomics</li> <li>• One safe driving</li> <li>• One trenching &amp; excavation</li> <li>• One work zone safety</li> <li>• One workplace violence</li> </ul> <p>Post seminar questionnaires will be evaluated to determine the effectiveness of the seminars.</p>	41 seminars were conducted in FY 2010 that 673 state government employees attended. Topics included: 10-hour construction, 10-hour general industry, bloodborne pathogens, <b>confined space entry</b> , construction site safety, hazard recognition, intro to OSHA, <b>lockout/tagout, material handling &amp; ergonomics</b> , recordkeeping, <b>safe driving, trenching &amp; excavation, work zone safety</b> and <b>workplace violence</b> .	Goal accomplished.
<b>Primary Outcome Measures</b>	One-hundred percent (100%) of participating state agencies indicate positive change in safety and health awareness.	One-hundred percent of participating state agencies indicated that the seminars resulted in increased awareness of safety and health in the workplace.	Goal accomplished.

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<b>Strategic Goal 2:</b> <i>Promote a safety and health culture through compliance assistance, cooperative programs and strong leadership.</i>
<b>Performance Goal 2.1c:</b> <i>Increase public sector awareness of workplace safety and health by providing training, outreach, and seminars based on needs.</i>

Performance Indicator Type	Indicator	Results	Comments
<b>Activity Measures</b>	The percent of employers that indicate positive change in safety and health awareness.	Post seminar questionnaires completed by all employers at training, outreach, and seminars provided based on needs indicate an increased awareness of workplace safety and health.	
<b>Intermediate Outcome Measures</b>	Programs provided at the request of employers.	30 sessions were provided at the request of the employer.	Every request for training, outreach, and seminars was honored. Goal accomplished.
<b>Primary Outcome Measures</b>	One-hundred percent (100%) of participating employers indicate positive change in safety and health awareness.	One-hundred percent of employers indicated that the training, outreach, and/or seminar provided at their request increased the safety and health awareness of their employees.	Goal accomplished.

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<b>Strategic Goal 2: <i>Promote a safety and health culture through compliance assistance, cooperative programs and strong leadership.</i></b>
<b>Performance Goal 2.1d:</b> <i>Current alliances that share and promote the goal of reducing injuries and illnesses will be maintained and additional alliances that support the strategic goals will be solicited.</i>

<b>Performance Indicator Type</b>	<b>Indicator</b>	<b>Results</b>	<b>Comments</b>
<b>Activity Measures</b>	The number of alliances initiated.	There were no new alliances signed in FY 2010. Existing alliances were renewed where necessary.	
<b>Intermediate Outcome Measures</b>	CONN-OSHA will participate in training and outreach with alliance partners in order to improve their safety and health awareness.	CONN-OSHA provided 12 training seminars and participated in 12 outreach events with Alliance partners.	Goal accomplished.
<b>Primary Outcome Measures</b>	CONN-OSHA will renew current alliances that share and promote the goal of reducing injuries and illnesses and solicit additional alliances that support the strategic goals.	Alliances were renewed with organizations that address hazardous employment.	Goal accomplished.

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<b>Strategic Goal 2:</b> <i>Promote a safety and health culture through compliance assistance, cooperative programs and strong leadership.</i>
<b>Performance Goal 2.2a:</b> <i>One-hundred percent (100%) of CONN-OSHA onsite activities include a worker involvement component.</i>

Performance Indicator Type	Indicator	Results	Comments
<b>Activity Measures</b>	The percent of CONN-OSHA onsite activities that include a worker involvement component.	Ensure worker involvement in all CONN-OSHA onsite activities.	
<b>Intermediate Outcome Measures</b>	One-hundred percent (100%) worker involvement is attained each quarter.	One-hundred percent (100%) worker involvement was attained each quarter in FY 2010.	Goal accomplished.
<b>Primary Outcome Measures</b>	One-hundred percent (100%) of CONN-OSHA onsite activities include a worker involvement component.	One-hundred percent (100%) of CONN-OSHA onsite activities included a worker involvement component in FY 2010.	Goal accomplished.

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**Strategic Goal 3: Maximize CONN-OSHA effectiveness and efficiency by strengthening its capabilities and infrastructure.**

**Performance Goal 3.1a: CONN-OSHA staff members complete at least one safety and/or health training course per year.**

Performance Indicator Type	Indicator	Results	Comments
<b>Activity Measures</b>	The percent of staff completing at least one safety and/or health training course.		
<b>Intermediate Outcome Measures</b>	List of training courses attended by 23(g) staff members.	[Name Redacted], H1N1 Compliance Directive, Mobile Cranes, Cranes & Derricks [Name Redacted], H1N1 Compliance Directive, Mobile Cranes, Cranes & Derricks, Roadway Safety, Best Practices for Interacting with Victims' Families [Name Redacted], H1N1 Compliance Directive, Mobile Cranes, Roadway Safety, Hearing Conservation [Name Redacted], H1N1 Compliance Directive, Hearing Conservation [Name Redacted], Mobile Cranes, Roadway Safety, Hearing Conservation [Name Redacted], OSH Hazard Investigation, Best Practices for Interacting with Victims' Families [Name Redacted], OSH Hazard Investigation, Best Practices for Interacting with Victims' Families, Mobile Cranes, Roadway Safety [Name Redacted], Mobile Cranes, Hearing Conservation [Name Redacted], Mobile Cranes, Cranes & Derricks, Roadway Safety, Work Zone Safety for Highway Construction, Trainer Course in OSH Standards for General Industry	Goal accomplished.
<b>Primary Outcome Measures</b>	One-hundred percent (100%) of CONN-OSHA staff complete at least one training course.	One-hundred percent (100%) of CONN-OSHA staff completed at least one training course. Due to travel restrictions imposed by the Governor's Office most of the training was accomplished by webinar.	Goal accomplished.

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<b>Strategic Goal 3:</b> <i>Maximize CONN-OSHA effectiveness and efficiency by strengthening its capabilities and infrastructure.</i>
<b>Performance Goal 3.1b:</b> <i>CONN-OSHA staff members will be afforded the opportunity to attend one professional development class per year.</i>

Performance indicator Type	Indicator	Results	Comments
<b>Activity Measures</b>	Percent of staff provided the opportunity to attend at least one professional development course/seminar.		
<b>Intermediate Outcome Measures</b>	List of professional development courses/seminars attended by 23(g) staff members.	None of the staff chose to attend a professional development course.	
<b>Primary Outcome Measures</b>	One-hundred percent (100%) of CONN-OSHA staff is provided the opportunity to attend at least one professional development course/seminar.	One-hundred percent (100%) of CONN-OSHA staff was afforded the opportunity to attend professional development courses/seminars.	Goal accomplished.

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<b>Strategic Goal 3: <i>Maximize CONN-OSHA effectiveness and efficiency by strengthening its capabilities and infrastructure.</i></b>			
<b>Performance Goal 3.2a</b> <i>Maintain the CONN-OSHA Local Emergency Management plan and revise when necessary.</i>			
<b>Performance Indicator Type</b>	<b>Indicator</b>	<b>Results</b>	<b>Comments</b>
<b>Activity Measures</b>	The maintenance and revision (when necessary) of the CONN-OSHA Emergency Management Plan.		
<b>Intermediate Outcome Measures</b>	Revise the plan when necessary.	There were no revisions of the plan required.	Goal accomplished.
<b>Primary Outcome Measures</b>	Maintain and revise (when necessary) the plan.	The plan has been maintained.	Goal accomplished.

## EVALUATION OF STRATEGIC PLAN ACCOMPLISHMENT

Three strategic goals were established for the Connecticut Division of Occupational Safety and Health's (CONN-OSHA) five-year Strategic Plan. These three strategic goals are:

- *Strategic Goal 1: Improve workplace safety and health for all workers, as evidenced by reducing hazards, exposures, injuries, illnesses, and fatalities.*
- *Strategic Goal 2: Promote a safety and health culture through compliance assistance, cooperative programs, and strong leadership.*
- *Strategic Goal 3: Maximize CONN-OSHA's effectiveness and efficiency by strengthening its capabilities and infrastructure.*

A summary of CONN-OSHA's achievement of each of its five-year strategic goals follows:

***Strategic Goal 1: Improve workplace safety and health for all workers, as evidenced by reducing hazards, exposures, injuries, illnesses, and fatalities.***

### **Outcome goal 1.1:**

Reduce the number of worker injuries, illnesses and fatalities by focusing CONN-OSHA resources on the most hazardous workplaces.

### **Performance Goal**

**1.1a,b Reduce the average incidence rate for cases with Days Away, Restricted or Transferred (DART) in the following Connecticut state and municipal government industries identified as high hazard: state hospitals, NAICS Code 622000; state nursing and residential care facilities, NAICS Code 623000; state highway maintenance and repair operations, NAICS code 237310; municipal public works – street and highway operations, NAICS code 237310; municipal water, sewage and other systems, NAICS code 221300; and municipal waste management and remediation services, NAICS code 562000.**

**1.1a,b Discussion of strategies used to support goal accomplishment and data used in measuring outcomes.**

Strategies listed to support this goal are, “Twenty-five percent of all inspections and “twenty-five percent of all consultations for safety and health will be performed in these state and municipal government industries”. Data sources used to measure outcomes goal are Bureau of Labor Statistics (BLS) and Integrated Management Information System (IMIS).

### 1.1a,b Conclusion

The tables below show the results for FY 2010 for the intermediate and primary outcome measures. The project exceeded its goal of conducting 25% of inspections and consultations in targeted industries. Due to the potentially large fluctuations in public sector DART rates from year-to-year the goal of reducing DART rates in targeted industries will be evaluated at the conclusion of the five-year strategic plan. As noted in the table below several industries saw a reduction in their rates from last year while others increased.

### INTERMEDIATE OUTCOMES

*Goal: Twenty-five percent of inspections and consultations will be conducted in targeted industries.*

<b>COMPLIANCE INSPECTIONS</b>	
<b>Total Number of Inspections FY 2010</b>	<b>78 (Projected 140)</b>
Total Inspections and Percentage in Targeted Agencies	<b>26 (33%)</b>
<b>CONSULTATIONS</b>	
<b>Total Number of Consultations FY 2010</b>	<b>91 (Projected 125)</b>
Total Consultations and Percentage in Targeted Agencies	<b>29 (32%)</b>

### PRIMARY OUTCOMES

*Goal: Ten percent reduction in the DART incidence rate.*

<b>Targeted industry</b>	<b>NAICS code</b>	<b>2004-2006 Average DART Rate</b>	<b>2008 DART Rate</b>	<b>2009 DART Rate</b>	<b>Percent change 2008 to 2009</b>
State Hospitals	622000	10.0	10.4	10.0	-3.8%
State Nursing & Residential Care Facilities	623000	9.9	10.3	9.9	-3.9%
State Highway Maintenance & Repair Operations	237000	10.0	15.2	15.8	3.9%
Municipal Public Works – Street & Highway	237000	10.0	15.2	15.8	3.9%
Municipal Water, Sewage & Other Systems	221300	9.3	11.5	6.9	-40.0%
Municipal Waste Management & Remediation Services	562000	22.6	18.1	31.3	72.9%

**1.1c Decrease total fatalities in the public sector by focusing resources to the most hazardous industries.**

**1.1c Discussion of strategies used to support goal accomplishment and data used in measuring outcomes.**

The strategies used to support goal accomplishment are to focus a section of the CONN-OSHA Quarterly to fatality prevention and investigate fatalities within one work day of notification. Data source used to measure outcomes is Integrated Management Information System (IMIS).

**1.1c Conclusion**

The baseline was established as the average number of days of lapse time from date reported to inspection and is equal to 0.34 days. Unfortunately, there were four fatalities that required investigations during fiscal year 2010. The average lapse time was 1.67 days. In one of these events, two firefighters lost their lives while responding to a house fire. The CSHO who arrived at the scene was delayed in conducting his investigation until the state fire marshal concluded its investigation of the event. The other two fatal events involved a police officer struck by a vehicle while performing crowd control duties and an animal control officer who collapsed while responding to a call about an aggressive dog.

Each issue of the CONN-OSHA Quarterly included articles that addressed fatality prevention. All articles published in the Quarterly emphasize reducing injuries, illnesses and fatalities.

**FATALITY/CATASTROPHE TRACKING REPORT**

10/01/09 to 09/30/10

**TOTAL NUMBER OF:**

EVENTS REPORTED	= 6
FATILITY INJURIES	= 7
HOSPITALIZED	= 2
NON-HOSPITALIZED	= 0
INSPECTIONS CONDUCTED	= 3
EVENT RELATED VIOLATIONS	= 0
VIOLATIONS REPORTED	= 0

**AVERAGE LAPSE TIME FOR:**

DATE REPORTED TO INSPECTION	= 1.67
INSPECTION TO CITATION ISSUE:	= 0.00

Report includes: All OSHA 36 records within the specified date range.

***Strategic Goal 2: Promote a safety and health culture through compliance assistance, cooperative programs and strong leadership.***

**Outcome Goal 2.1:**

Participating state agencies and municipal governments enhance their safety and health management systems through improved safety and health awareness.

**Performance Goal**

**2.1a One hundred percent of participating municipalities indicate positive change in safety and health awareness.**

**2.1a Discussion of strategies used to support goal accomplishment and data used in measuring outcomes.**

Strategies used to support this goal are stated as conducting seven seminars (approximately one-two per quarter) that address the most serious hazards in the identified industries. Data source to be used to measure outcomes was listed as post seminar questionnaires.

**2.1a Conclusion**

Each of the seven seminars that were targeted was conducted although no municipal employees chose to attend material handling & ergonomics or workplace violence. A total of 25 seminars were conducted specific to the hazards found in municipal departments. According to surveys collected from the municipal employers, 100% reported that the seminars would help improve safety and health awareness.

**2.1b Safety and health awareness is improved in each targeted state agency.**

**2.1b Discussion of strategies used to support goal accomplishment and data used in measuring outcomes.**

Strategies used to support this goal are stated as conducting seven seminars (approximately one-two per quarter) that address the most serious hazards in the identified industries. Data source to be used to measure outcomes was listed as post seminar questionnaires.

**2.1b Conclusion**

Each of the seven seminars that were targeted was conducted. A total of 41 seminars were conducted specific to the hazards found in state agencies. According to surveys collected from the state employers, 100% reported that the seminars would help improve safety and health awareness.

**2.1c Increase public sector awareness of workplace safety and health by presenting training, outreach and seminars based on needs and requests.**

**2.1c Discussion of strategies used to support goal accomplishment and data used in measuring outcomes.**

Strategies used to support goal accomplishment include conducting seminars as requested by employers, professional associations and/or union groups. Data source to be used to measure outcomes was listed as post seminar questionnaires.

**2.1c Conclusion**

CONN-OSHA conducted thirty (30) seminars specifically requested during FY 2010. The 30 seminars conducted were on a wide range of topics which included:

- 10-hour Construction Outreach
- Bloodborne Pathogens
- Chemical Hazard Communication
- Confined Space Safety
- Hazard Recognition
- Lockout/Tagout
- Recordkeeping
- Safe Driving
- Work Zone Safety

The primary outcome for FY 2010 was the number of seminars provided at the employer's request. CONN-OSHA met 100% of employer requests for training and provided information on all CONN-OSHA services at fourteen trade shows and conferences.

**2.1d Current alliances that share and promote the goal of reducing injuries and illnesses will be maintained and additional alliances that support the strategic goals will be solicited.**

**2.1d Discussion of strategies used to support goal accomplishments and data used in measuring outcomes.**

Strategies used to support the goal accomplishment were to participate in training and outreach with current alliance partners, to renew current alliances that share and promote the goal of reducing injuries and illnesses, and solicit additional alliances that support the strategic goals.

## 2.1d Conclusion

Alliance partner	Signing date	Renewal Date
Atlantic States Rural Water & Wastewater Association	9/7/07	9/15/10
Connecticut Association of Street & Highway Officials	10/4/07	8/30/10
Connecticut Business & Industry Association	4/25/03	4/25/05
Connecticut Highway Street Supervisor Association	5/25/04	9/15/10
Connecticut Interlocal Risk Management Agency	12/7/06	9/15/10
Connecticut Tree Protective Association	7/21/05	7/19/07
Department of Environmental Protection	10/19/05	9/15/10
Department of Transportation	3/4/09	N/A
Office of Apprenticeship Training	9/11/08	N/A
Prevent Blindness Tri-State	4/19/05	4/21/09
UCONN Technology Transfer Center	3/29/04	9/15/10

CONN-OSHA provided 12 training seminars for its alliance partners. The project also participated in 12 conferences and/or trade shows with its alliance partners. There were no new alliances initiated during fiscal year 2010.

## Performance Goal

**2.2a** *One-hundred percent (100%) of CONN-OSHA onsite activities (e.g., inspections, consultation visits) will include a worker involvement component.*

**2.2a** Discussion of strategies used to support goal accomplishment and data used in measuring outcomes.

The strategy used to support goal accomplishment is stated as ensuring one-hundred percent worker involvement is attained each quarter. Data source used to measure outcomes is Integrated Management Information System (IMIS).

**2.2a** Conclusion

IMIS and Federal reports confirmed that one-hundred percent (100%) of CONN-OSHA onsite activities included a worker involvement component.

***Strategic Goal 3: Maximize CONN-OSHA effectiveness and efficiency by strengthening its capabilities and infrastructure.***

**Outcome Goal 3.1**

Continue a steady course to strengthen both technical and professional skills and education of all CONN-OSHA staff.

**Performance Goal**

**3.1a CONN-OSHA staff members complete at least one safety and/or health training course per year.**

**3.1a Discussion of strategies used to support goal accomplishment and data used in measuring outcomes.**

Strategy used to support goal accomplishment is listed as one-hundred percent of CONN-OSHA staff completes at least one safety and/or health training course. Data used in measuring outcomes is listed as the percent of staff completing at least one training course.

The primary outcomes were stated as one-hundred percent of CONN-OSHA staff completes at least one training course.

**3.1a Conclusion**

One-hundred percent (100%) of CONN-OSHA staff completed at least one safety and/or health training course. Due to travel restrictions imposed by the Governor's Office most of the training was accomplished by webinar.

## **Performance Goal**

**3.1b** ***CONN-OSHA staff will be provided the opportunity to attend at least one professional development course/seminar per year.***

**3.1b** Discussion of strategies used to support goal accomplishment and data used in measuring outcomes.

Strategy used to support goal accomplishment is listed as one-hundred percent (100%) of CONN-OSHA staff will be provided the opportunity to attend at least one professional development course/seminar. Data used in measuring outcomes is listed as the percent of staff provided the opportunity to attend at least one professional development course/seminar.

The primary outcomes were stated as one-hundred percent of CONN-OSHA staff was provided the opportunity to attend at least one professional development course/seminar.

### **3.1b Conclusion**

The entire CONN-OSHA staff was afforded the opportunity to attend at least one professional development course/seminar. The Human Resources Department notifies each employee via email when the new schedule of professional development courses is available. A catalogue listing the course descriptions and dates is provided.

## **Performance Goal**

**3.2a** ***Maintain the CONN-OSHA Emergency Management plan and revise when necessary.***

**3.2a** Discussion of strategies used to support goal accomplishment and data used in measuring outcomes.

The strategy used to support goal accomplishment is to maintain the CONN-OSHA Emergency Operations Plan and revise when necessary.

### **3.2a Conclusion**

The CONN-OSHA Emergency Operations Plan is monitored continuously. There were no revisions to the plan during fiscal year 2010. CONN-OSHA staff participated in the Connecticut Emergency Management Symposium. Team members continuously attend Local Emergency Planning Committee (LEPC) meetings throughout the year.

**STATE OF CONNECTICUT**  
**STATE INTERNAL EVALUATION PLAN**  
**(SIEP)**  
**FISCAL YEAR 2010**  
**EVALUATION REPORT**  
**JULY 1, 2010 THROUGH SEPTEMBER 30, 2010**

The State of Connecticut Public Sector 23(g) compliance and consultation programs submit this Evaluation Report of the State Internal Evaluation Plan (SIEP) for the fourth quarter of Fiscal Year 2010, (FY 2010) which covers the period July 1, 2010 through September 30, 2010. The issues evaluated during this time period have been:

- Citation Processing
- Public Sector Consultation Turnaround Time.
- Assurance of Abatement of Hazards in Public Sector Consultations.

The primary tools utilized for this monitoring procedure were the State Activity Mandated Measures (SAMM) and the Inspection Summary Report for compliance and the Mandated Activities Report for Consultation (MARC) for consultation. The local ACE reports and queries, micro reports, host reports, state logs, on-the-job evaluations, and staff interviews supplement these on a weekly and/or monthly basis.

## CITATION PROCESSING

Lapse days from inspection to citation issued had been a long-standing concern at CONN-OSHA. The State has for many years monitored its performance in this area on at least a weekly basis through the use of host and micro reports.

The quarterly federal report, State Activity Mandated Measures (SAMM), continues to be used as the primary evaluation tool for this measure.

The State Activity Mandated Measures (SAMM) report for FY 2009 and FY 2010 showed the following data for this measure, “Average Number of Calendar Days from Opening Conference to Citation Issuance”. The National Data for the same time frame is shown for comparison.

**Table 1**

<b>Discipline</b>	<b>Total FY 2009</b>	<b>10/1/09 – 12/31/09</b>	<b>1/1/10 – 3/31/10</b>	<b>4/1/10 – 6/30/10</b>	<b>7/1/10 – 9/30/10</b>	<b>Total FY 2010</b>	<b>National Data</b>
Safety	37.11 Days	146.81 Days	133.00 Days	116.50 Days	137.93 Days	138.65 Days	47.3 Days
Health	35.37 Days	74.50 Days	85.50 Days	98.33 Days	82.70 Days	84.95 Days	61.9 Days

*Source: State Activity Mandated Measures (SAMM) Report*

CONN-OSHA is still undergoing a transition in staffing levels. The senior health compliance officer retired and has only recently been replaced. The one remaining health compliance officer has been out on extended leave. The safety compliance officer who was transferred to public sector consultation has only recently been replaced. An additional manager was hired and should help in the daily supervision of staff. All of this turmoil has undoubtedly contributed to the poor results for citation processing during FY 2010.

CONN-OSHA supervisory staff will continue to utilize all tools at its disposal to monitor the performances of all compliance officers to assure acceptable performances. However, until the staffing levels are returned to normal some performance indicators will continue to suffer.

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## **PUBLIC SECTOR CONSULTATION TURNAROUND TIME**

Public Sector consultation turnaround time has been another long-standing issue at CONN-OSHA. Table 2 shows the average days between closing conference and written report for Public Sector consultations.

The original source for these statistics had been the Consultation Activity Measures (CAM) report, CAM Measure 9, “Average Days between Closing Conference and Written Report”. However, starting in the first quarter FY ‘02, Federal OSHA no longer produced and distributed the CAM Report to the states. Therefore, to measure performance on this item, CONN-OSHA is now using a state developed ACE report. This report has been used by the state for many years to monitor performance on the average number of days between closing conference and written report. By utilizing the ACE report in this manner, Connecticut has been able to track performances on an ongoing basis, rather than relying on just the quarterly performance figures previously supplied by the CAM.

Table 2 below shows the performance for safety and health for fiscal years 2009 and 2010.

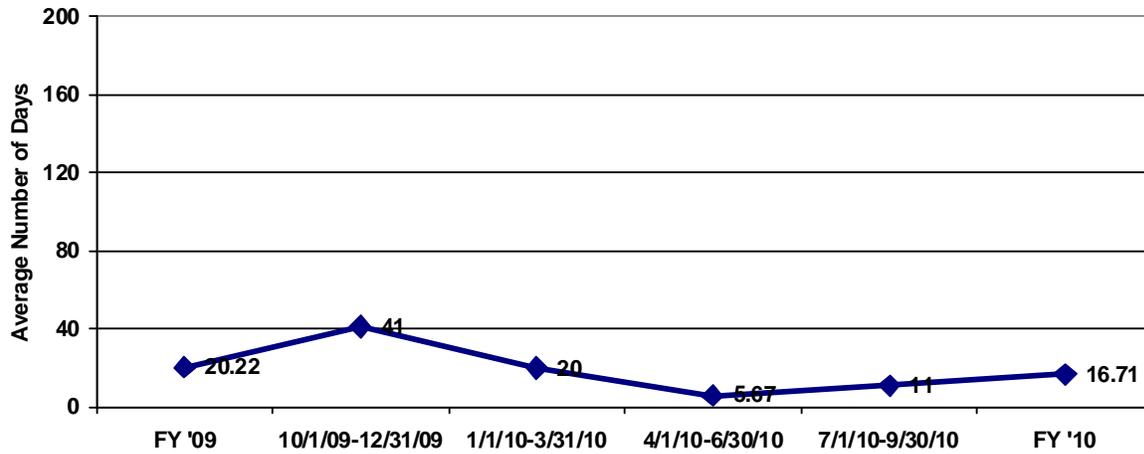
**Table 2**

<b>Type of Visit</b>	<b>FY 2009</b>	<b>10/01/09 – 12/31/09</b>	<b>1/01/10 – 3/31/10</b>	<b>4/01/10 – 6/30/10</b>	<b>7/01/10 – 9/30/10</b>	<b>FY 2010</b>
Safety	<i>20.22 Days</i>	<i>41.00 Days</i>	<i>20.00 Days</i>	<i>5.67 Days</i>	<i>11.00 Days</i>	<i>16.71 Days</i>
Health	<i>22.33 Days</i>	<i>15.55 Days</i>	<i>23.94 Days</i>	<i>31.36 Days</i>	<i>9.13 Days</i>	<i>21.19 Days</i>

*Source: State developed ACE Report*

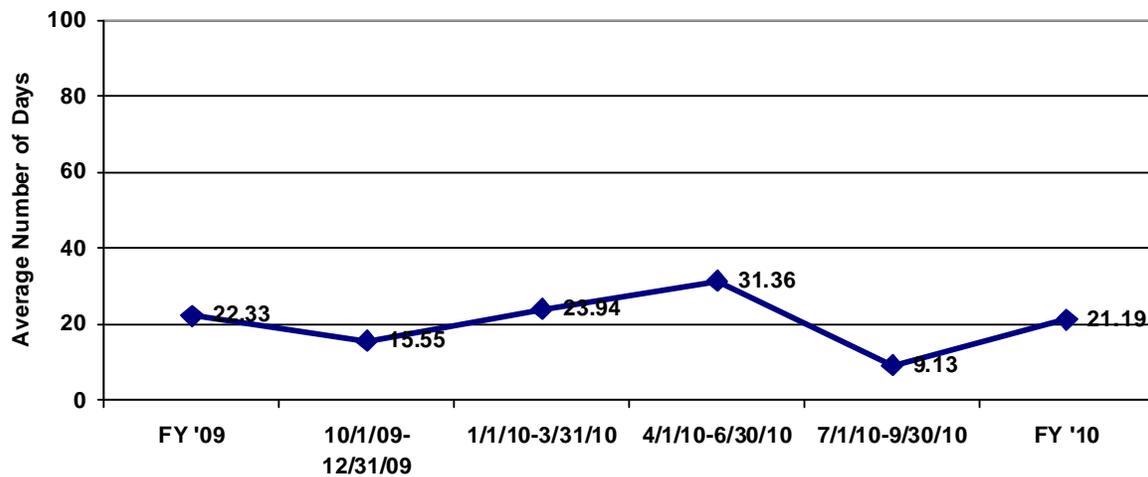
To demonstrate the results shown on Table 2 with greater clarity, they are presented in graphic format on the following pages. The first graph is for safety and the second is for health.

## CONN-OSHA



### Average Days between Closing Conference and Written Report Public Sector Consultations Safety

Source: State Developed ACE Report



### CONN-OSHA Average Days between Closing Conference and Written Report Public Sector Consultations Health

Source: State Developed ACE Report

The project's one and only safety consultant who transferred from compliance during the fourth quarter of FY 2009 is now fully trained and familiar with procedures. His third and fourth quarter turnaround times were excellent and it is expected that he will continue to meet or exceed the standard on the time it takes to issue reports following the closing conference.

The fourth quarter results for the health discipline are also excellent. A new health consultant has been hired and will probably experience a learning curve before getting up to speed. We expect the remaining health consultant's performance to continue below the twenty days required by the Consultation Policies and Procedures Manual (CPPM).

It is anticipated that both safety and health performances will continue to achieve acceptable levels. CONN-OSHA management will continue to use all tools at its disposal to monitor the performances of all public sector consultants to assure optimum achievement for both safety and health.

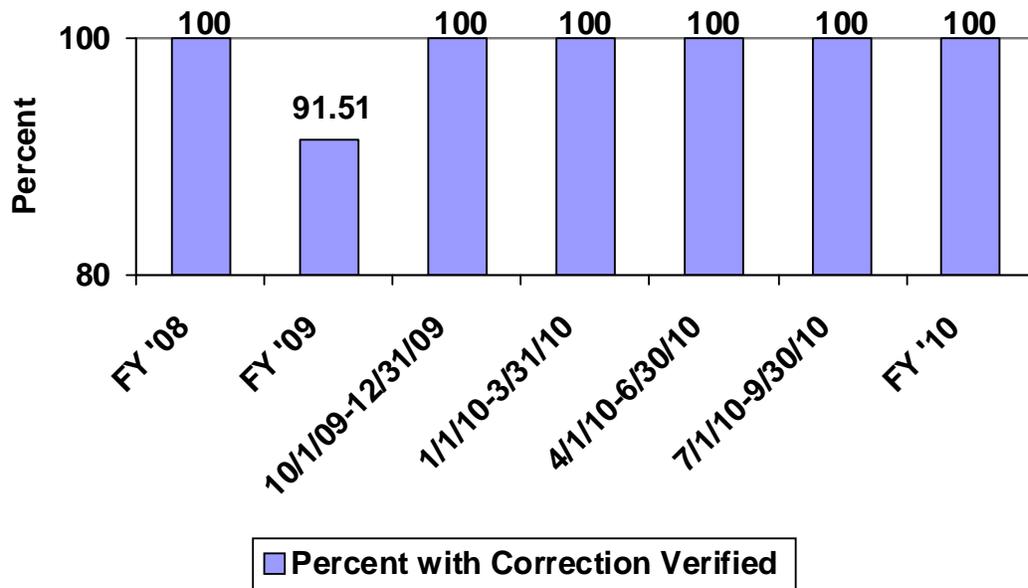
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**ASSURANCE OF ABATEMENT OF HAZARDS**  
**IN PUBLIC SECTOR CONSULTATIONS**

CONN-OSHA performance for assurance of abatement of hazards in public sector consultations is presented on the following pages in graphic format. Sources for these data are the Mandated Activity Report for Consultation (MARC), Item # 4A, reports for FY '08, FY 2009 and FY 2010.

# Percent of Hazards with Correction Verified

Goal: One hundred percent within fourteen days of latest correction due date



Source: Mandated Activity Measures for Consultation (MARC) report

During FY 2010 the consultants have returned to the level we have come to expect. CONN-OSHA remains committed to maintaining performance on this measure and has achieved perfect results (100% of hazards verified as corrected within 14 days of the due date) for the current fiscal year. Staffing issues contributed to the poor results during fiscal year 2009. Management will continue to monitor this aspect of performance very closely. During FY '02, the Safety and Health Program Manager has initiated a procedure where all consultants are given a state developed ACE report every Friday. This report lists all establishments with hazard abatements due within ten days, thus enabling the consultants to contact the employers in advance to give them a “heads-up” that abatements are coming due. In addition, all safety and health consultants will continue to make extensive use of the “Uncorrected Hazards Report” for those hazards which are overdue. This report also allows consultants to monitor their own performances. Furthermore, CONN-OSHA management will continue to make the consultants aware of the importance of verifying hazard correction in a timely manner.