

## **ALASKA OCCUPATIONAL SAFETY AND HEALTH**

### **FFY 2004 ANNUAL PERFORMANCE PLAN**

#### **Purpose**

This Annual Performance Plan between Occupational Safety and Health Administration (OSHA) and Alaska Occupational Safety and Health (AKOSH) covering the period October 1, 2003 to September 30, 2004 has been developed to establish mutually agreed upon goals, and a system for evaluating the manner in which the State manages its State Plan. 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**

**Work in partnership with Alaskan workers and employers toward eliminating workplace injuries, illnesses and deaths**

#### **Vision**

- ◆ Reach our occupational safety and health goals
- ◆ Make all Alaskan employers and employees aware of the services we can provide
- ◆ Educate Alaska legislators, about our worker safety and health programs to promote support for the AKOSH program

#### **Program Goal**

The primary goal of the AKOSH program is to assure 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 that are unique to Alaska. The State of Alaska administers its own occupational safety and health program to provide quick responses modified to the specific needs of the state's workers and employers.

#### **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 hazards 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 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 the federal OSHA.

## Demographic Profile

The Alaska labor force statistics for CY 2001 and 2002, as prepared by the Research and Analysis Section of the DOLWD, indicate that approximately 289,300 workers in CY 2001 and 295,800 workers in CY 2002 were covered by the AKOSH. The breakdowns by major industrial categories are as follows:

Industry	No. Employees CY 2001	% Total*	No. Employees CY2002	% Total*
Services	99,100	34%	101,000	34%
Retail Trade	33,200	11%	33,800	11%
Local Government	39,100	14%	40,400	14%
Transportation and Public Utilities	20,800	7%	20,900	7%
State Government	22,900	8%	23,800	8%
Manufacturing	11,700	4%	11,200	4%
Construction	14,900	5%	15,800	5%
Finance, Insurance & Real Estate	13,800	5%	13,600	5%
Mining	11,000	4%	10,300	3%
Wholesale Trade	6,200	2%	6,200	2%
Other	16,600	6%	18,800	6%

\* Totals may not equal 100% due to rounding.

Specific injury data for employers in the high hazard industries are generated using the Alaska Workers' Compensation system. This information is used to develop the High Hazards Target (HHT) List and to schedule inspections within Alaska's high hazard industries. The following chart represents the major industry groups in Alaska and the number of companies in each group over the last three years.

### 2000-2002 State Annual Average # of Employers

Industry	2000 # Firms	2001 # Firms	2002 # Firms
Agriculture, Forestry and Fishing	275	276	126
Mining	209	227	335
Construction	2,248	2,346	2,369
Manufacturing	579	600	530
Transportation, Communications, Public Utilities	1,433	1,488	1,511
Wholesale	1,054	1,042	799
Retail	3,430	3,485	2,369
Finance, Insurance and Real Estate	1,139	1,186	1,359
Services	7,221	6,767	6,510
Nonclassifiable	90	59	38
Federal Government	463	483	448
State Government	890	686	788
Local Government	420	628	640

\*Note: Information for this chart was taken from DOLWD, Research and Analysis, Anchorage internet site.

## **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 GF Match authorization will be transferred to cover the expenditure. If this happens, the corresponding federal authorization will be restricted.

## **Covered Industries**

AKOSH does not have enforcement jurisdiction over the 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. AKOSH Consultation and Training provides assistance to private sector employers in federal jurisdiction.

## **Administration**

The Administration section develops and initiates policies and procedures to meet the goals and objectives of the AKOSH program. This section also carries out the directives and policies required by Federal OSHA for the State of Alaska to remain "as effective as" the federal program.

The principal positions in Administration are:

### **Director**

This position is responsible for the management of the program, and supervision of the Chief of AKOSH, Administrative Manager and the Secretary. The Director of Labor Standards and Safety is also responsible for the Wage and Hour and Mechanical Inspection programs and the Governor's Safety Advisory Council. The Director spends approximately 58% of his time on the AKOSH program.

### **Chief, AKOSH**

This position is responsible for the daily management of the section, including the following functions: vehicle leasing; implementing operational budget; purchasing; scheduling system; supervising the Discrimination Investigator; Assistant Chief of Enforcement; Assistant Chief of Consultation & Training; Research Analyst III; Microcomputer/Network Technician II; and the Administrative Manager I based in Anchorage. The Chief represents the Department before the OSHA Review Board in AKOSH v State Agency cases, coordinates technical actions between the

Administrative Manager and OSHA, and is responsible for proper utilization of IMIS generated data. (Note: The Department of Labor & Workforce Development is considering the possibility of deleting this position and upgrading the two assistant Chief positions to Chief positions in their respective areas. Should this occur, these functions will be redistributed.)

### **Administrative Manager III**

This position, under the supervision of the Director, prepares the state budget and all federal grant requests, oversees Juneau administrative staff, and works to ensure that federal and state administrative regulations and mandates are followed. The OSHA-approved administrative duties for 23(g) take up approximately 80% of this position's time. Ten percent is spent overseeing variance processing, regulation revisions and promulgation. Approximately five percent is spent on administrative duties for the 21(d) grant and five percent is spent on administrative oversight of other sections within the division, which is charged to those sections through an RSA.

### **Research Analyst III**

Under the supervision of the Chief, this position analyzes IMIS case file information providing guidance in determining areas of focus for enforcement and consultation activities to best utilize available resources. The employee in this position also compiles and analyzes the information needed to complete the quarterly and annual reports to federal OSHA, provides data for internal audits of consultation and enforcement case files, and responds to public and legislative requests for statistical information and analytical reports.

### **Administrative Manager I - Anchorage**

Under the general supervision of the Chief, this position supervises the Anchorage clerical staff, maintains the vehicle inventory, approves AKOSH expenditure documents, monitors expenditures, provides the AKOSH chief with financial management reports, participates in grant application preparation, and assists the Administrative Manager III in day-to-day oversight of the administrative functions of the program. This includes budget preparation and reconciliation.

### **Microcomputer/Network Technician II**

This position, under the supervision of the Chief of AKOSH, provides information management support and technical training to personnel assigned to AKOSH. These duties include: scheduling computer maintenance, installation of specific software, training, establishing connectivity, assistance with development of databases, data entry screens/formats and the development of specialized report queries.

### **Administrative Assistant - Juneau**

This position, under the supervision of the Administrative Manager III, provides administrative support to the Administrative Manager and the Juneau AKOSH staff. This position spends 40% of time on activities such as grant application preparation, federal responses, and expenditure monitoring and control, and 60% on variance processing, regulation revision and promulgation, and Complaints About State Program Administration (CASPA) processing.

### **Secretary I – Juneau**

This position provides secretarial support to the Director. Duties include greeting clients, routing mail, preparing procurement documents, researching status of procurements and payments, maintaining files, archiving records, and providing assistance as needed to the Administrative Assistant and Administrative Manager.

### **Administrative Objectives**

- Ensure that the State continues to operate a "fully effective" program as required by federal 18(e) certification. AKOSH has instituted administrative procedures to assure better documentation of violations and provided training and advice to staff to increase hazard identification. AKOSH will continue to adopt federal standard changes in 29 CFR 1904, 1910, 1926 and 1928 by reference under the authority of 8 AAC 61.1010, within the six-month timeframe.
- Review the methods used for preparation of inspection reports and issuance of citations, to ensure the greatest efficiency and the best use of staff time. Supervisors will be held accountable for untimely submission of reports to IMIS staff. This will improve the timeliness of issuance of citations and consultation reports, and will further assist AKOSH in meeting the "fully effective" criteria.
- Continue a marketing program informing employers and employees of the importance of safety and health on the job and providing information about the services available from AKOSH. This will be accomplished through public service announcements, training, and continued cooperation with other state and federal agencies involved in occupational safety and health.

### **Safety and Health Inspections**

Safety inspections are performed on-site to determine occupational safety hazards. Inspections are scheduled according to the following priorities: 1) imminent danger; 2) fatalities and serious accidents; 3) employee complaints; 4) follow-up inspections; and, 5) programmed inspections (scheduled inspections based on the state and the federal scheduling system). Public employers (state and local government entities) are covered by the Alaska occupational safety and health program in the same manner as the private sector and are subject to safety and health inspections.

Health inspections are similar to safety inspections, except that the primary concern is occupational health hazards. The same priorities are used to schedule health inspections, except that programmed health inspections are scheduled from a list of industries prepared by OSHA and AKOSH that have been determined to contain a high potential for health hazards. The occupational safety and health statutes subject both private and public sector (state and local government agencies) to its laws and regulations.

## **Enforcement**

The principal positions in the enforcement section are:

### **Chief, AKOSH**

Manages all operations relative to the safety and health inspection program, and directly supervises the Assistant Chief of Enforcement. These operations include review of citations and representation of the Division's cases before the AKOSH Review Board. For 23(g) purposes this position, which does not meet OSHA's definition of a first line supervisor, is shown in the Administration unit.

### **Assistant Chief, Enforcement**

This position is fully funded by the 23(g) grant. This position reviews the reports of field staff, performs on-the-job evaluations and trains new enforcement officers. The Assistant Chief supervises six safety and five health enforcement officers. The funding for the Assistant Chief of Enforcement is split 50/50 under 23(g) Safety and 23(g) Health.

AKOSH will have six safety enforcement officers who conduct safety inspections of employer establishments under the FY2004 proposed funding level. There are three safety enforcement officer positions in Anchorage, one in Juneau, and one each in Fairbanks and Ketchikan at the FY2004 proposed award level.

AKOSH will have five health enforcement officers who conduct health inspections of employer establishments under the FY2004 proposed funding level. There are three health enforcement officer positions in Anchorage, one in Juneau, and one in Fairbanks at the FY2004 proposed award level.

In addition to the six enforcement officers who conduct safety inspections, one Anchorage compliance officer position has been designated the Discrimination Compliance Investigator.

## **Consultation and Training**

The principle positions in the consultation section are:

### **Chief, AKOSH**

This position manages all operations relative to the Consultation and Training program and directly supervises the Assistant Chief of Consultation and Training. These operations include training, public and private sector consultation.

### **Assistant Chief, Consultation**

This position is 35% funded by the 23(g) grant and 65% funded by the 21(d) grant. This position reviews the reports of field staff, performs on the job evaluations, trains new consultation officers, oversees training programs, and is the program manager for the 21(d) grant. The Assistant Chief supervises 10 consultation officers, (six safety, and four

health). (\*Note: There is a vacant health officer position, which is expected to be changed to a safety position.)

The State has contracted with Federal OSHA under the 23(g) grant to provide public sector training and consultation. Additionally, the State has contracted with Federal OSHA under the 21(d) grant to fund private sector on-site consultation and training. The Consultation Section also reviews and evaluates variance requests and evaluates training programs.

This section produces public safety announcements, promotes services and provides off-site training and consultation to private and public employers and employees, and conducts public and private seminars for employees and employers.

Although the consultation section depends heavily on training courses provided by OSHA and other outside vendors, the section also provides internal training courses to acquaint compliance and consulting staff with various safety and health standards.

This section will provide consultation services to public sector employers and employees under the 23(g) grant. Public sector employers are unique to the strategic plan in that they have indirect influence on the private sector through public contracted services. Public sector consultations result in safer working conditions for public employees working for government agencies. Where feasible, the consultation section will incorporate the public sector with the private sector in AKOSH's strategic goals 1-3.

**The AKOSH Voluntary Protection Program (VPP)** has been modeled after the federal VPP guidelines. It is designed to recognize and promote effective safety and health program management. In the VPP, management, labor and AKOSH establish cooperative relationships at workplaces that have developed strong safety programs. AKOSH verifies that the employer meets VPP requirements through the application process and thorough onsite review. AKOSH then publicly recognizes the site's exemplary program by presenting a flag and certificate at an award ceremony.

**The AKOSH Safety and Health Achievement Recognition Program (SHARP)** is designed to assist smaller employers in developing effective health and safety programs. Employers pursuing SHARP status must request a comprehensive hazard survey conducted by an AKOSH consultant. The consultant works with the employer to assure that all hazards have been corrected, and assists them in developing an effective safety and health program. This assistance may include additional visits to the site to conduct training and facilitate the safety program improvement process. Once all of the SHARP requirements have been met, the site receives a certificate and is publicly recognized for its accomplishment.

Both VPP and SHARP sites are exempt from routine, random AKOSH enforcement inspections. Other types of inspections, such as fatalities, complaints and major incidents, would not be exempt from inspection.

## **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 hazards, 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 the 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, 2003 through September 30, 2008.

- ◆ *Improve workplace safety and health in both public and private sectors as evidenced by a reduction in the rate of injuries, illnesses, and fatalities*
- ◆ *Promote a safety and health culture (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 programs and services*

**AKOSH Five Year Strategic Goal 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

<b>Outcome Goal 1.1</b>	By 2008, reduce the rate of workplace fatalities caused by circumstances that are under AKOSH jurisdiction by 15%.
<b>Annual Performance Goal 1.1</b>	Concentrate on the primary causes of fatalities and the industries where fatalities take place by focusing AKOSH efforts to Goals 1.2 and 1.3
<b>Indicators:</b>	Number, causes and industries where fatalities are investigated by AKOSH
<b>Data Source(s):</b>	IMIS Fat/Cat Report
<b>Outcome Goal Baseline:</b>	2.13 workplace fatalities under AKOSH jurisdiction per 100,000 employees averaged over the five year period.
<b>Annual Goal Baseline:</b>	None
<b>Indicators Baseline:</b>	None
<b>Comments:</b>	The fatality rate in Alaska for fatalities caused by circumstances under the control of AKOSH is very low, the plan does not require percentage decreases year-by-year. Therefore, the goal is a 15% reduction in the rate per 100,000 employees over the entire five-year period.
	CY98 - 0
	CY99 - 6
	CY00 - 10
	CY01 - 7
	<u>CY02 - 6</u>
	Total - 29

<b>Outcome Goal 1.2</b>	Reduce the number of worker injuries and illnesses in the construction industry by focusing compliance, consultation, and outreach efforts on the causes of "struck by" and "falling" incidents
<b>Annual Performance Goal 1.2:</b>	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%
<b>Performance Strategies:</b>	
<b>Enforcement/ - Compliance Assistance</b>	Conduct scheduled inspections in the construction industry paying particular attention to worksites where "struck by" and "falling" incidents are most likely to happen
<b>Consultation -</b>	Conduct seminars, workshops, and special programs. Conduct on-site consultation visits Target training and consultations towards those activities most likely to experience "struck by" or "falling" incidents
<b>Indicators:</b>	
<b>Enforcement/ - Compliance Assistance</b>	Number of inspections completed.
<b>Consultation -</b>	Number of seminars, workshops, on-site consultations, and special programs completed
<b>Data Source(s):</b>	IMIS, Alaska State Workers' Compensation Data, <u>Alaska Economic Trends</u> magazine
<b>Outcome Goal Baseline:</b>	SFY2002-2003 average (6.21 per 100 employees) Target goal is 6.09 per 100 employees, a decrease of .12 per 100 employees (2% decrease)
<b>Annual Goal Baseline:</b>	Same as outcome goal baseline
<b>Indicators Baseline:</b>	None
<b>Comments:</b>	Baseline data will be provided prior to the period covered by the annual plan (October 1, 2003).

<b>Outcome Goal 1.3</b>	Reduce the number of worker injuries and illnesses in the most prevalent NAICS* industry sector extracted from Alaska Workers' Compensation data by focusing compliance, consultation and promotion efforts on the causes of "struck by", "falling", and "caught in or between" incidents (Transportation)
<b>Annual Performance Goal 1.3</b>	Reduce the rate of lost time injuries and illnesses in the selected high hazard industry sector by 2%
<b>Strategies:</b>	
<b>Enforcement/ - Compliance Assistance</b>	Conduct scheduled inspections in the selected high hazard industry sector worksites where "struck by", "falling" and "caught in or between" incidents are most likely to happen
<b>Consultation</b>	-Conduct seminars, workshops, and special programs -Conduct on-site consultation visits -Target training and consultations towards those activities most likely to experience "struck by", "falling", and "caught in or between" incidents
<b>Indicators:</b>	
<b>Enforcement/ - Compliance Assistance</b>	Number of inspections completed in the high hazard industry sector
<b>Consultation -</b>	Number of seminars, workshops, on-site consultations, and special programs completed
<b>Data Source(s):</b>	IMIS, Alaska State Workers' Compensation Data, <u>Alaska Economic Trends</u> magazine
<b>Outcome Goal Baseline:</b>	SFY 2002-2003 average (3.30 per 100 employees) Target goal is 3.23per 100 employees, a decrease of .07 per 100 employees (2% decrease)
<b>Annual Goal Baseline:</b>	Same as outcome goal baseline
<b>Indicators Baseline:</b>	None
<b>Comments:</b>	
The major industrial category will be selected from the SFY2003 Workers' Compensation database based upon the average number of lost time injuries/illness for SFY 2002 and SFY2003. Therefore, until the category is selected, specific data for baselines cannot be provided. Baseline data will be provided as a plan amendment prior to the period covered by the annual plan (October 1, 2003).	
*NAICS – North American Industry Classification System	

<b>Outcome Goal 1.4</b>	Respond effectively to legal mandates, so Alaskan workers are provided protection under the AKOSH Act
<b>Annual Performance Goal 1.4.a</b>	Initiate inspections of fatalities and catastrophes (three or more hospitalizations**) within one (1) working day* and for two or less hospitalizations** within seven (7) working days for 90% of occurrences to prevent further injuries or deaths
<b>Strategies:</b>	
<b>Enforcement -</b>	Initiate inspections of fatalities and incidents where three or more workers are hospitalized within one (1) working day and where one or two workers are hospitalized within seven (7) working days
<b>Indicators:</b>	
<b>Enforcement -</b>	Percentage of cases that meet the requirements.
<b>Data Source(s):</b>	IMIS
<b>Outcome Goal Baseline:</b>	90% within time limits
<b>Annual Goal Baseline:</b>	90% within time limits
<b>Indicators Baseline:</b>	90% within time limits
<b>Comments:</b>	The threshold of three or more hospitalizations meets the federal standard for a catastrophe and the threshold of one to two hospitalizations** meets state requirements. *Note: 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. **Note: Hospitalization equates to an in-patient overnight stay of at least one night.

<b>Outcome Goal 1.4</b>	Respond effectively to legal mandates, so Alaskan workers are provided protection under the AKOSH Act
<b>Annual Performance Goal 1.4.b</b>	Initiate inspections within seven (7) working days* or investigations within one (1) working day* of worker complaints for 90% of the cases.
<b>Strategies:</b>	
<b>Enforcement -</b>	Initiate inspections within seven (7) working days* or investigations within one (1) working day* of worker complaints for 90% of the cases.
<b>Indicators:</b>	
<b>Enforcement -</b>	Percentage of cases where inspections are initiated within seven (7) working days and investigations initiated within one (1) working day.
<b>Data Source(s):</b>	IMIS
<b>Outcome Goal Baseline:</b>	90% within time limits
<b>Annual Goal Baseline:</b>	90% within time limits
<b>Indicators Baseline:</b>	90% within time limits
<b>Comments:</b>	*Note: 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.

<b>Outcome Goal 1.4</b>	Respond effectively to legal mandates, so Alaskan workers are provided protection under the AKOSH Act
<b>Annual Performance Goal 1.4.c</b>	Resolve 75% of all discrimination cases within 90 days*
<b>Strategies:</b>	
<b>Discrimination -</b>	Resolve 75% of all discrimination cases within 90 days
<b>Indicators:</b>	
<b>Discrimination -</b>	Percentage of cases that meet the requirements
<b>Data Source(s):</b>	IMIS
<b>Outcome Goal Baseline:</b>	75% within time limits
<b>Annual Goal Baseline:</b>	75% within time limits
<b>Indicators Baseline:</b>	75% within time limits
<b>Comments:</b>	Per 29 CFR 1977.16 extensions to the 90-day requirement can be made in rare cases. However, any case extended past the 90-day limit will not be exempted from the 75% requirement.

Strategies for Goal 1:

- AKOSH will continue to provide a strong enforcement presence to leverage the agencies resources and to act as an effective deterrent for employers who fail to meet their safety and health responsibilities. AKOSH voluntary and incentive programs are dependent upon the Agency 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 reductions for certain employers who have established comprehensive safety and health programs.
- AKOSH will continue to integrate its compliance assistance 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 safer workplaces towards more hazardous ones. High hazard intervention targeting and scheduling has been developed for this purpose.

- AKOSH will work toward improved staff training, to include 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 joint reviews with OSHA.
- AKOSH will work with public sector employers as it does with private sector employers.

**AKOSH Five Year Strategic Goal 2:**

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

<b>Outcome Goal 2.1</b>	Promote safety and health programs in the workplace
<b>Annual Performance Goal 2.1.a</b>	Develop and deliver training to workers and employers in the construction industry that target the most likely causes of injuries, illnesses, and fatalities
<b>Strategies:</b>	<ul style="list-style-type: none"> <li>-Conduct an assessment of Consultation and Training's current capabilities and define the steps necessary to redirect efforts to this goal</li> <li>-Develop a formal outreach and training plan that identifies the steps and timetable for development of training curricula and materials and conduct of outreach activities.</li> <li>-Develop and deliver training to workers and employers in the construction industry</li> <li>-Target outreach training and consultations towards those activities most likely to cause "struck by" or "falling" injuries or fatalities</li> </ul>
<b>Indicators:</b>	<ul style="list-style-type: none"> <li>Assessment completed</li> <li>Training plan developed</li> <li>Number of formal training events conducted in construction</li> <li>Number of construction workers trained</li> </ul>
<b>Data Source(s):</b>	<ul style="list-style-type: none"> <li>IMIS</li> <li>Report from Assistant Chief of Consultation and Training</li> </ul>
<b>Baseline:</b>	1200 workers (all industrial categories) trained
<b>Comments:</b>	Some of the strategies, indicators, and baselines are combined with 2.1.b and will be reported as combined data.

<b>Outcome Goal 2.1</b>	Promote safety and health programs in the workplace
<b>Annual Performance Goal 2.1.b</b>	Develop and deliver training to workers and employers in the selected high hazard NAICS industry sector that targets the most likely causes of injuries, illnesses, and fatalities
<b>Strategies:</b>	<ul style="list-style-type: none"><li>-Conduct an assessment of Consultation and Training's current capabilities and define the steps necessary to redirect efforts to this goal</li><li>-Develop a formal outreach and training plan that identifies the steps and timetable for development of training curricula and materials and conduct of outreach activities.</li><li>-Develop and deliver training to workers and employers in non-construction related, high hazard industries concentrating on the selected NAICS industry sector</li><li>-Target outreach training and consultations towards those activities most likely to cause "struck by" , "falling", or "caught in or between" injuries or fatalities</li></ul>
<b>Indicators:</b>	Assessment completed Training plan developed Number of formal training events conducted in non-construction related, high hazards industries Number of workers trained
<b>Data Source(s):</b>	IMIS Report from Assistant Chief of Consultation and Training
<b>Baseline:</b>	1200 workers (all industrial categories) trained
<b>Comments:</b>	Some of the strategies, indicators, and baselines are combined with 2.1.a and will be reported as combined data.

<b>Outcome Goal 2.2</b>	Promote cooperative/partnership agreements and recognition programs as a means of lowering accident/fatality rates
<b>Annual Performance Goal 2.2.a</b>	Promote the benefits of membership in the Alaska Forest Products Partnership Project to those businesses in the lumber and wood products sector in Alaska
<b>Strategies:</b>	Promote the benefits of the agreement during enforcement or consultation visits/inspections
<b>Indicators:</b>	Number of consultation visits in the lumber and wood products sector. Number of participants in the agreement
<b>Data Source(s):</b>	Report from Assistant Chief of Consultation and Training IMIS
<b>Baseline:</b>	FY2003 number of businesses in Alaska in the lumber and wood products sector
<b>Comments:</b>	This is the first year of this strategic plan and the first year that the partnership agreement will be in place. The overall performance goal for this outcome goal is a 5% reduction in injuries and fatalities in those businesses participating in the agreement. However, the goal for the first year will be to increase the membership and then to account for a reduction in rates. The last year of this plan will call for a 2% reduction to make up for the lack of a reduction goal the first year.

<b>Outcome Goal 2.2</b>	Promote cooperative/partnership agreements and recognition programs as a means of lowering accident/fatality rates
<b>Annual Performance Goal 2.2.b</b>	While maintaining, at a minimum, a level of five (5) VPP participants in Alaska, promote the program to non-participants
<b>Strategies:</b>	-Promote the benefits of the program during enforcement inspections or consultation visits -Conduct promotional activities at industry trade fairs and conferences -Target promotional activity towards those businesses most likely to participate
<b>Indicators:</b>	Number of VPP sites Number and type of promotional activities accomplished
<b>Data Source(s):</b>	Report from Assistant Chief for Consultation IMIS
<b>Baseline:</b>	5 VPP sites
<b>Comments:</b>	The strategic plan calls for an increase of two participants over the course of the five years. The annual performance goal won't show the necessity for the additional VPP participant until the second year of this plan.

<b>Outcome Goal 2.2</b>	Promote cooperative/partnership agreements and recognition programs as a means of lowering accident/fatality rates
<b>Annual Performance Goal 2.2.c</b>	While maintaining, at a minimum, a level of ten (10) SHARP participants in Alaska, promote the program to non-participants
<b>Strategies:</b>	-Promote the benefits of the program during enforcement or consultation visits/inspections -Conduct promotional activities -Target promotional activity
<b>Indicators:</b>	Number of SHARP sites Number and type of promotional activities accomplished
<b>Data Source(s):</b>	Report from Assistant Chief for Consultation IMIS
<b>Baseline:</b>	10 VPP sites
<b>Comments:</b>	The strategic plan calls for an increase of four participants over the course of the five years. The annual performance goal will not show an accountable need for the first additional participant, until the second year of this plan and each year thereafter.

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 compliance assistance activities will gain increased visibility through more integration with other AKOSH strategies. For example, the Agency's VPP program will be used to provide models of excellence in the hazardous industries and processes targeted for enforcement and will actively compile and share this learning with other companies.
- 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 to other employers.
- AKOSH outreach and training will include an element to 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 programs, the major components of the programs and methods to assess program effectiveness.

These will also identify worker participation approaches that are successful in reducing accidents, injuries and illnesses.

- AKOSH will strive to maintain the current number of five (5) employers participating in the VPP. AKOSH will promote current VPP participants through press releases, newspaper notices, and interventions such as meetings and presentations.
- AKOSH will strive to maintain the current number of ten (10) participants in the SHARP. SHARP participants may consist of private and/or public sector employers. This section will review current clients who have been successful in establishing proactive safety and health programs and attempt to recruit some of those employers into the SHARP program.
- AKOSH will develop and make available to private and public sector employers/employees safety and health training classes targeted to the main causes of illnesses, injuries, and fatalities in the workplace.

**Strategic Goal 3:**

Secure public confidence through excellence in the development and delivery of AKOSH programs and service

<b>Outcome Goal 3.1</b>	Develop and implement the management and information systems necessary to carry out this strategic plan
<b>Annual Performance Goal 3.1.a</b>	Gain access to the data sources necessary to carry out this plan
<b>Strategies:</b>	Work with Department of Labor and Workforce Development leadership to gain download access to the Workers' Compensation database
<b>Indicators:</b>	Timely access to database gained
<b>Data Source(s):</b>	Report from program specialist IMIS
<b>Baseline:</b>	None
<b>Comments:</b>	Direct download access to the Workers' Compensation database will be necessary to completely fulfill this plan.

<b>Outcome Goal 3.2</b>	Ensure AKOSH staff is well trained and knowledgeable and delivers services in a fair and consistent manner
<b>Annual Performance Goal 3.2.a</b>	Work with OSHA Training Institute and Region X to address the issue of establishing regional training to assure that compliance and consultation staff receive basic and specialized training necessary to effectively carry out this strategic plan
<b>Strategies:</b>	AKOSH will report quarterly on staff training activities, accomplishments, and anticipated problems in accomplishing the goal
<b>Indicators:</b>	<ul style="list-style-type: none"><li>- Identification of required training courses for compliance and consultation staff in accordance with OSHA Instruction TED 1.12a and the AKOSH Training Plan</li><li>- Timely completion of required courses by compliance and consultation staff</li><li>- Progress made in maintaining a five-year training plan for AKOSH staff</li><li>- Staff attendance at professional development courses, seminars and conferences during FY2003</li></ul>
<b>Data Source(s):</b>	Report from Assistant Chief for Consultation/IMIS on the internet IMIS
<b>Baseline:</b>	None

<b>Outcome Goal 3.2</b>	Ensure AKOSH staff is well trained, knowledgeable and is delivering services in a fair and consistent manner
<b>Annual Performance Goal 3.2.b</b>	In cooperation with Region X staff, conduct annual reviews of enforcement and consultation case files to evaluate the effectiveness and consistency of services
<b>Strategies:</b>	AKOSH will strive to maintain accurate files Repeat problems with files will be corrected and staff trained
<b>Indicators:</b>	Reviews are acceptable and problems are being addressed in a reasonable time and manner
<b>Data Source(s):</b>	Report from federal OSHA
<b>Baseline:</b>	Files organized and maintained in accordance with the appropriate directives and regulations

## Stipulations

- A. The State will continue to participate in OSHA's Integrated Management Information System (IMIS).
- B. The State will respond to all CASPA.
- C. The State will submit all state initiated program changes within 30 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 by reference" OSHA standards of a final OSHA rule in the Federal Register under an "open-ended" promulgated process.
- 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. Laboratory services will continue to be provided to the State by OSHA's Salt Lake City Technical Center as per the attached Memorandum of Agreement.
- I. OSH Review Board activity will be communicated to the Area Office routinely. The Review Board is an independent body appointed by the Governor.