

AGREEMENT ESTABLISHING AN ALLIANCE
BETWEEN
BILLINGS AREA OFFICE
OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION
U.S. DEPARTMENT OF LABOR
AND
AMERICAN SOCIETY OF SAFETY ENGINEERS,
BIG SKY CHAPTER

The U.S. Department of Labor's Occupational Safety and Health Administration (OSHA) Billings Area Office and the American Society of Safety Engineers (ASSE), Big Sky Chapter continues to recognize the value of maintaining a collaborative relationship to foster safer and more healthful American workplaces. To that end, OSHA and the ASSE Big Sky Chapter hereby renew the Alliance signed March 12, 2014, with a continued emphasis on support and dissemination of information related to OSHA's rulemaking, enforcement, and cooperative program initiatives.

Specifically, OSHA and the American Society of Safety Engineers, Big Sky Chapter are committed to providing the ASSE Big Sky Chapter members and others with information, guidance, and access to training resources that will help them protect the health and safety of workers and understand the rights of workers and the responsibilities of employers under the Occupational Safety and Health Act (OSH Act). Through the Alliance, the organizations will continue to address: workplace violence, hazards associated with woodworking establishments, serious incident and illness reporting requirements, walking/working surfaces in general industry applications, trenching/excavation, temporary employees and fall hazards in construction.

This renewal agreement provides a framework and objectives for the Alliance's activities. Alliance participants will summarize specific activities and timeframes for completion in a written work plan.

Through the Alliance, the organizations will use relevant injury, illness, and hazard exposure data when appropriate to help identify areas of emphasis for Alliance awareness, outreach, and communication activities. The Alliance will also explore and implement selected options to

evaluate the effectiveness of the Alliance and measure the impact of its overall effort on improving workplace safety for employers and workers. In renewing this Alliance, OSHA and the American Society of Safety Engineers, Big Sky Chapter recognize that OSHA's State Plan and On-site Consultation Project partners are an integral part of the OSHA national effort, and that information about the products and activities of the Alliance may be shared with these partners for the advancement of common goals.

Raising Awareness of OSHA's Rulemaking and Enforcement Initiatives

The Participants intend to work together to achieve the following objectives related to raising awareness of OSHA's rulemaking and enforcement initiatives:

- To share information on OSHA's National/Regional/Local Emphasis Programs, Regulatory Agenda, and opportunities to participate in the rulemaking process.
- To share information on occupational safety and health laws and standards, including the rights and responsibilities of workers and employers.
- To convene or participate in forums, roundtable discussions, or stakeholder meetings to help forge innovative solutions in the workplace or to provide input on safety and health issues such as:
 - workplace violence,
 - hazards associated with woodworking establishments,
 - serious incident and illness reporting requirements,
 - walking/working surfaces in general industry applications,
 - trenching/excavation,
 - temporary employees and,
 - fall hazards in construction
- To encourage worker participation in workplace safety and health by promoting National Safety Stand-Down's and Workers Memorial Day.

Training and Education

The Participants intend to work together to achieve the following training and education objectives:

- To develop effective training and education programs for the recognition and prevention of workplace hazards regarding workplace violence, combustible dust explosion and deflagration, cave in hazards and falls from elevations to communicate such information to constituent employers and workers.
- To develop effective training and education programs for small employers to promote understanding of workers' rights, including the use of the OSHA complaint process, and the responsibilities of employers and to communicate such information to workers and employers.

Outreach and Communication

The Participants intend to work together to achieve the following outreach and communication objectives:

- To develop information on the recognition and prevention of workplace hazards, and to develop ways of communicating such information (e.g., print and electronic media, electronic assistance tools, and OSHA's and the American Society of Safety Engineers, Big Sky Chapter to employers and workers in the industry.
- To speak, exhibit, or appear at OSHA's or the American Society of Safety Engineers, Big Sky Chapter conferences, local meetings, or other National Safety Stand-Down events.
- Provide opportunities for OSHA personnel to speak at meetings/conferences, and the staffing of an exhibit booth (e.g., Safety Fest, and Workers Memorial Day events).

OSHA's Alliances provide parties an opportunity to participate in a voluntary cooperative relationship with OSHA for purposes such as raising awareness of OSHA's rulemaking and enforcement initiatives, training and education, and outreach and communication. These Alliances have proved to be valuable tools for both OSHA and its Alliance participants. By

entering into an Alliance with a party, OSHA is not endorsing or promoting, nor does it intend to endorse or promote, any of that party's products or services.

An implementation team made up of representatives of each organization will meet to develop a work plan, determine working procedures, and identify the roles and responsibilities of the participants. In addition, they will meet at least two times per year to track and share information on activities and results in achieving the goals of the Alliance. OSHA team members will include representatives of the Billings Area Office and any other appropriate offices. OSHA will encourage State Plan States' and OSHA On-site Consultation Projects' participation on the team.

This agreement will be in effect from June 2017, through June of 2022. The work plan will be reviewed annually and may be revised at any time with the concurrence of all Alliance signatories. The Alliance renewal is for 5 years. Either signatory may terminate it for any reason at any time, provided they give 30 days' written notice. This agreement may be modified at any time with the written concurrence of both signatories.

Signed this 18th day of July, 2017



Art Hazen

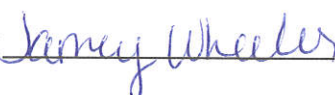
Area Director

Occupational Safety and

Health Administration

Date

July 18, 2017



Jamey Wheeler

Acting President

Big Sky Chapter ASSE

Date

7-18-17

Occupational Safety and Health Administration and American Society of Safety Engineers, Big Sky Chapter 2017-2022 Work Plan

Alliance signatories:

- U.S. Department of Labor's Occupational Safety and Health Administration (OSHA)
American Society of Safety Engineers (ASSE), Big Sky Chapter

Alliance goals:

- (1) Promote awareness of OSHA's rulemakings, enforcement initiatives, and safety campaigns, including an understanding of workers' rights and employer responsibilities.
- (2) Develop information on the recognition and prevention of workplace hazards, such as workplace violence, hazards associated with woodworking establishments, serious incident and illness reporting requirements, walking/working surfaces in general industry applications, trenching/excavation, temporary employees and fall hazards in construction. (e.g., print and electronic media, electronic assistance tools, and OSHA's and ASSE's website).
- (3) Promote a culture of safety and health within the hospital industry, including non-English and limited English speaking workers, through development and sharing of information regarding industry best practices or other effective approaches (e.g., training programs, workshops, seminars and lectures or any other applicable forum) developed by the Alliance participants.

Work plan time frame. The work plan covers from July 2017, through July of 2022. The work plan will be reviewed annually and may be revised at any time with the concurrence of all Alliance signatories.

Raising Awareness of OSHA's Rulemaking and Enforcement Initiatives

| Objective | Activity Type | Activity Name/Summary* | OSHA Areas of Emphasis Supported | Responsible Person(s) | Target Date/Status |
|--|---------------------------------------|--|---|-------------------------------|------------------------------|
| Support and disseminate information related to OSHA's rulemaking, enforcement, and cooperative program initiatives, such as: <ul style="list-style-type: none"> • Workplace violence • Hazards associated with woodworking establishments • Serious incident and illness reporting requirements • Walking/working surfaces in general industry applications • Trenching/excavation • Temporary employees • Fall hazards in construction | Dissemination Alliance Product | <ul style="list-style-type: none"> • Provide members with information regarding OSHA's Local Emphasis Program for Wood Manufacturing and Processing Facilities. • Promote and disseminate OSHA-developed materials to Alliance members, and others through use of the ASSE Alliance website. • Develop and disseminate compliance assistance materials (e.g., update/promote OSHA-existing Tip – and Fact- Sheets for use by industry). • Quarterly Articles in members newsletter | <ul style="list-style-type: none"> • Health Care • Wood Manufacturing and Processing Facilities • Temporary workers • Hispanic/Latino Workers | Alliance Members OSHA/ASSE | Ongoing through June of 2022 |
| | | | | | |

Outreach and Communication

| Objective | Activity Type | Activity Name/Summary* | OSHA Areas of Emphasis Supported | Responsible Person(s) | Target Date/Status |
|---|------------------------------------|---|---|-------------------------------|-------------------------|
| Provide opportunities for OSHA personnel to speak at meetings/conferences, and the staffing of an exhibit booth (e.g., Big Sky Chapter conferences, local meetings, or other National Safety Stand-Down events and Workers Memorial Day). | Speech/Dissemination Exhibiting | <ul style="list-style-type: none"> • Invite OSHA to speak at meetings/conferences. • Disseminate safety and health materials, and answer questions at the meetings/conferences. • Explore opportunities for OSHA to speak/exhibit at future trade shows, including: ASSE Big Sky Chapter Annual Meeting, National Safety Stand-Down events and Workers Memorial Day. | <ul style="list-style-type: none"> • Health Care • Wood Manufacturing and Processing Facilities • Temporary workers • Hispanic/Latino Workers | Alliance Members OSHA/ASSE | Ongoing through 2022 |
| Promote awareness of OSHA's safety campaigns: Fall Prevention | Dissemination Alliance Product | Develop and update materials in Quarterly Articles in members' newsletter as appropriate. | <ul style="list-style-type: none"> • Temporary workers • Hispanic/Latino Workers | Alliance Members OSHA/ASSE | Ongoing through 2022 |

Training and Education

| Objective | Activity Type | Activity Name/Summary* | OSHA Areas of Emphasis Supported | Responsible Person(s) | Target Date/Status |
|---|---------------|--|---|-------------------------------|----------------------|
| Develop materials and training aids that align with current with regulatory information, interpretations, and enforcement initiatives | Training | Keep abreast of current rulemakings, interpretations, and initiatives and ensure guidance and training materials are up to date, to include; workplace violence, hazards associated with woodworking establishments, serious incident and illness reporting requirements, walking/working surfaces in general industry applications, trenching/excavation, temporary employees and fall hazards in construction. | <ul style="list-style-type: none"> • Health Care • Wood Manufacturing and Processing Facilities • Temporary workers • Hispanic/Latino Workers | Alliance Members OSHA/ASSE | Ongoing through 2022 |

Key strategies (approach taken to achieve the goal) include:

- Raising Awareness of OSHA's Rulemaking and Enforcement Initiatives
- Outreach and Communication
- Training and Education

Objective (measurable step taken to achieve the strategy) may include:

- Implementation of new practices to improve safety performance
- Establishment of an approach for measuring industry safety performance and demonstrate steady improvement
- Expose a greater number of members to the advantages of OSHA's outreach and consulting programs

Activity Type (tools used in pursuing an objective associated with a strategy) include:

- **Alliance Product:** Products (e.g., fact sheets, videos, toolbox talks) developed by Alliance participants as part of the Alliance. These are not OSHA products.
- **Dissemination:** An Alliance participant sends OSHA information, Alliance products, or other safety and health information to its stakeholders. This includes information sent by email or social media (Facebook, Twitter), and information included in newsletters and other publications. It also includes hits on the Alliance participant's or OSHA's Web page.
- **Evaluation:** Any efforts by the Alliance participant to evaluate the effectiveness of an Alliance activity or the Alliance as a whole.
- **Event:** Participation in events such as the Construction Roundtable and NIOSH Week.
- **Exhibit:** OSHA exhibits at events sponsored by the Alliance participant.
- **OSHA Product Review:** Review of an OSHA product by an Alliance participant. For example, an Alliance participant may provide technical comments on an OSHA eTool or publication. The review itself is considered the Alliance activity.
- **Speech/Presentation:** Speeches or presentation by OSHA staff at events sponsored by the Alliance participant.
- **Training:** This includes best practice seminars or other training that Alliance participants provide for OSHA staff. It also includes training for workers/employers/others by Alliance participants.
- **Other:** Use this if an activity does not fit into one of the other categories.

OSHA Areas of Emphasis include:

- | | |
|---|---------------------------|
| ■ Agriculture | ■ Hispanic/Latino Workers |
| ■ Asian American/Pacific Islander Workers | ■ Maritime |
| ■ Construction | ■ Oil and Gas |
| ■ Ergonomics | ■ Small Business |
| ■ Fall Prevention | ■ Temporary Workers |
| ■ Hazard Communication/Chemicals | ■ Transportation |
| ■ Health Care | ■ Young Workers |
| ■ Heat Illness Prevention | |

*When applicable, include a description of the data analyzed in determining to pursue this activity.