

# LABORGRAM

ASSOCIATION OF CONTRACTING PLUMBERS OF THE CITY OF NEW YORK, INC.  
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June 11, 2014

TO: ALL MEMBERS AND PROMOTION FUND CONTRIBUTORS

RE: NEW YORK STATE DEPARTMENT OF LABOR - FREE SAFETY CONSULTATION

Dear Member/Contributor:

Attached please find a New York State Department of Labor brochure ("*On-Site Consultation Program*") outlining its safety consultation program. It is free, no violations are issued and participating employers may receive up to a 3-year exemption from a general OSHA inspection.

Sincerely,



Stewart O'Brien

SO/rs

Att: NYS Department of Labor Brochure

cc: Andru Coren	President	Association of Contracting Plumbers of the City of New York, Inc.
Reed Rickman	Vice President	" " "
Thomas Maniuszko	Treasurer	" " "
John M. Botto	Secretary	" " "
Gene Bocchieri	Immediate Past President	" " "
Raymond G. McGuire	Counsel	" " "

# On-Site Consultation Program

Free Safety Surveys,  
Air Testing and Training

## Accident Investigations:

- How to Conduct an Accident Investigation
- Interviewing and Methodology

## Emergency Evacuation:

- Proper Evacuation Procedures
- Sample Programs

## Excavation and Trenching:

- Become a "Competent Person"
- Methods of Soil Analysis

## 10-Hour Construction Safety:

- Receive OSHA Certification Card

## Personal Protective Equipment:

- PPE Assessments
- Use, Care and Limitations of PPE

## To contact us:

Albany	518-457-2810
Binghamton	607-721-8211
Buffalo	716-847-7166
Garden City	516-228-3959
New York City	212-775-3526
Rochester	585-258-4570
Syracuse	315-479-3205
Utica	315-793-2319
White Plains	914-997-9511

e-mail: [labor.sm.onsiteconsultation@labor.ny.gov](mailto:labor.sm.onsiteconsultation@labor.ny.gov)

## NYS DEPARTMENT OF LABOR

Division of Safety and Health  
On-Site Consultation Program  
Bldg. 12, Rm. 168, State Campus  
Albany, NY 12240

PROTECT all Workers  
ASSIST the Unemployed  
CONNECT Employers and Workers

The New York State Department of Labor is an Equal Opportunity Employer/Program. Auxiliary aids and services are available upon request to individuals with disabilities.

## Mission

The mission of the On-Site Consultation Program is to help employers provide a safe and healthful workplace for their employees by offering free professional occupational safety and health assistance. We are eager to work with you in pursuit of this common goal — safety and health in New York State workplaces.

## Training

To help employers provide a safe and healthful workplace, the On-Site Consultation Program is offering a rare opportunity. We will offer training on a variety of OSHA-related subjects. Our staff will guide you through the steps you must take to create a safer, healthier work environment. We provide the training at no cost, and offer more than 20 topics.

## Training Subjects Available:

### Job Hazard Analysis:

- Reduce Accidents
- Increase Production and Efficiency

### Fall Protection:

- When it is Needed
- What is Required

### Lockout/Tagout:

- Locks vs. Tags
- Written Program Requirements

### Hazard Communication:

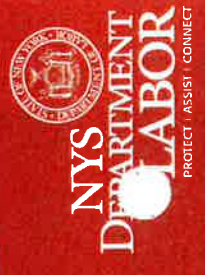
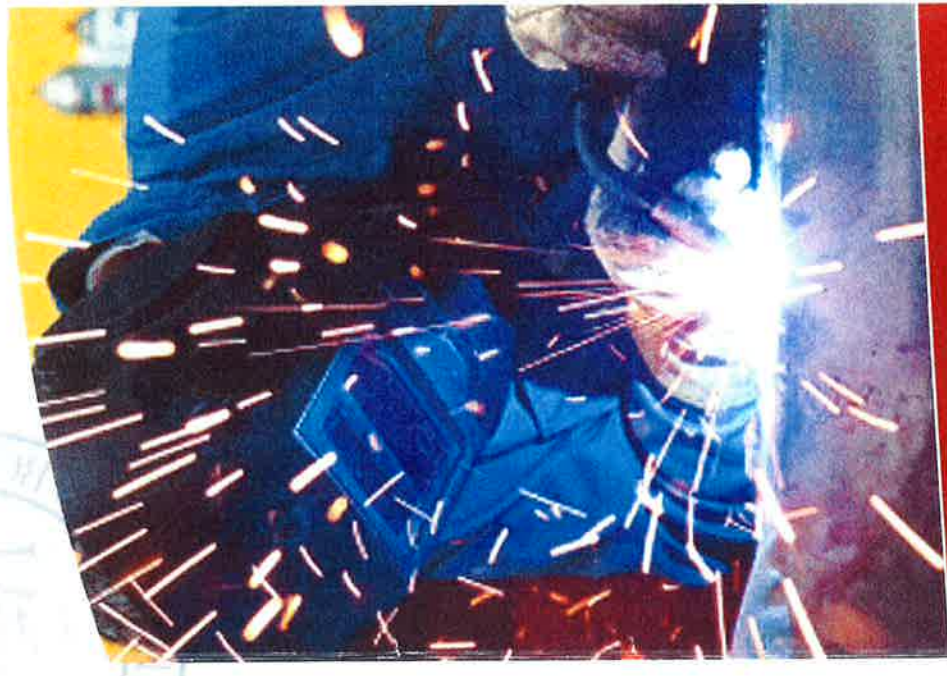
- Requirements
- Sample Program Provided

### Record Keeping:

- What Needs to be Recorded on Log
- How to Calculate Lost Workday Rates

### Accident Prevention Program:

- Learn How to Develop a Safety and Health Program
- Analyzing the Results
- Partnering to Make a Safer Workplace



(518) 457-2238  
[www.labor.ny.gov](http://www.labor.ny.gov)

# On-Site Consultation Program

Workplace injuries and illnesses are a serious problem across our nation. Historically, we address these problems through regulations and laws. In New York, the Federal Occupational Safety and Health Administration (OSHA) enforces the occupational safety and health regulations for private sector employers. Under Federal laws, employers must provide their employees with a safe and healthful workplace.

OSHA and the NYS Department of Labor recognized that enforcement activities alone could not adequately address the safety and health needs of employers and workers. In response, the NYS Department of Labor, in partnership with OSHA, instituted the On-Site Consultation Program in 1975. The program is designed to help employers — particularly small businesses — meet the challenges of providing a safe and healthful workplace. To date, we have performed more than 60,000 on-site consultation visits.

## How the Program Works

- There is no charge for our assistance. The program is funded by OSHA and the NYS Department of Labor.
- We offer technical assistance to all private sector employers. However, we give priority to small businesses with less than 250 employees.
- The assistance is voluntary, at the employer's request. Additionally, the employer determines the scope and extent of the safety and health services we provide.

- Consultations are confidential and completely separate from OSHA enforcement activities.
- No fines or penalties are issued. We identify hazards, provide aid for their correction, and help you improve your safety and health programs.
- The program is staffed with experienced safety and industrial hygiene consultants. These consultants are trained at the OSHA Training Institute to identify workplace hazards and to provide you with cost-saving abatement measures.

- We give you the findings in a clear, concise written report. We do not provide a copy to OSHA.
- The employer must agree to eliminate the serious hazards that we identify. We will assist you with this process. You will be expected to follow up and respond to us with the corrective actions taken.

- We may grant time extensions, where warranted, but outright failure to correct a serious hazard will result in a referral to OSHA. We strive to minimize such referrals. However, we must recognize both our implied obligation to those employers who have fulfilled their commitment and our legal obligation to report ongoing, uncorrected serious hazards.

- At unionized sites, employee representatives will have the opportunity to participate in the consultation process.
- The employer must post a "List of Serious Hazards" and their correction due dates.
- Employers who receive a comprehensive consultation, correct all hazards, and institute

an effective safety and health program may qualify for the Safety and Health Achievement Recognition Program (SHARP) and may receive up to a three-year exemption from a general scheduled OSHA inspection.

- Employers can also request participation in our SHARP developmental program and may be eligible for an inspection deferral while working towards SHARP.

## How to Receive Assistance

If you would like an on-site consultation presentation for an employer group or more information about this exceptional program, contact the office nearest to you by phone or e-mail, or write to the address listed in this brochure.

## Workplace Safety and Health

Workplace safety and health is a matter of great concern to employers and employees. Consider what one workday injury could cost in terms of both direct and indirect expenditure:

- Lost productivity
- Administrative costs associated with injury claims and reports
- Repair or replacement of damaged equipment and material
- Reduced employee morale
- Increased Workers' Compensation costs
- Cost associated with OSHA fines

As you see, the real costs of an accident can far exceed the medical costs alone. An effective Safety and Health program can be very helpful in reducing accidents and thereby lower your operating costs.