

Resources

Resources for Developing Your Safety and Health Management System (SHMS)

- **Effective Workplace Safety and Health Management Systems**

A copy of this factsheet from OSHA is in this packet. It describes the critical elements of a SHMS, available resources to assist employers, and the advantages of maintaining a good SHMS. You can download the factsheet at: www.osha.gov/Publications/safety-health-management-systems.pdf.

The complete OSHA Safety and Health Program Management Guidelines can be found in the Federal Register at: www.osha.gov/SLTC/safetyhealth/recognition.html.

- **Your State OSHA Program**

Some states, such as California, have their own requirements regarding general safety and health plans. If your state has its own OSHA program, you can find a link to it at: www.osha.gov/dcsp/osp/.

- **OSHA Small Business Handbook**

This handbook is designed to help owners and managers of small businesses understand and meet OSHA standards, as well as implement good health and safety programs. It is available at: www.osha.gov/Publications/smallbusiness/small-business.pdf.

- **OSHA eTools**

eTools are “stand-alone,” interactive, web-based training tools on occupational safety and health topics. They are highly illustrated and utilize graphical menus. Some of the industry-specific eTools have sample safety and health plans for that industry. Some also allow the user to ask questions and receive reliable advice on how OSHA regulations apply to their workplace. This site also has links to specific safety topics. Go to: www.osha.gov/dts/osta/oshasoft/.

- **OSHA Safety and Health Management Systems eTool**

One of the OSHA eTools described above, this interactive web page guides employers through the principles of an effective SHMS, based on good industry practice. Go to: www.osha.gov/SLTC/etools/safetyhealth.

- **North Carolina State University, Safety and Health Management Systems for Small Businesses**

This is a free, online training course, funded by an OSHA-sponsored grant and developed by North Carolina State University, designed to assist small and medium-sized businesses in developing and implementing an effective safety and health management system. Go to: www.ies.ncsu.edu/safetyhealthmgmt/.

- **Resources from Your Workers' Compensation Insurance Broker**

Most workers' compensation insurers offer loss control assistance, including help with developing a safety plan. Contact your insurance broker to find out what resources may be available from your insurance company.

- **Other Web Resources**

Many private companies offer online programs for a fee (usually several hundred dollars), with step-by-step instructions to guide you through the process of developing a safety plan. You can search for these programs online. Make sure they are in compliance with your state's laws.

Resources for Other Required Safety Plans

- **Hazard Communication Guidelines for Compliance**

This OSHA publication describes the employer's responsibilities in establishing, implementing, and maintaining a Hazard Communication Program (see page 8). You can download it at:
www.osha.gov/Publications/osh3111.pdf.

- **OSHA Evacuation Plans and Procedures eTool**

This eTool will help small, low-hazard service or retail businesses implement an Emergency Action Plan and comply with OSHA's emergency standards. Download it at:
www.osha.gov/SLTC/etools/evacuation/.

Industry or Hazard-specific Factsheets

- **Multilingual Health and Safety Resources: A Guide to Worker Training Materials on the Web**

This is a collection of links to worker training materials available online in various languages. Materials include factsheets, checklists, curricula, and other educational resources. Go to:
www.dir.ca.gov/chswc/MultilingualGuide/MultilingualGuideMain.html.

- **U.C. Berkeley Labor Occupational Health Program, Links to Topical Factsheets**

This is a collection of links to online factsheets, listed by topic, on specific workplace hazards and industries. Go to: www.lohp.org/Intranet/.

- **UCLA Labor Occupational Safety and Health Program, Topical Factsheets**

Topic specific factsheets in English and Spanish. Go to: www.losh.ucla.edu/catalog/index.html#fact.

- **New Jersey Occupational Health Services, Hazardous Substance Factsheets**

Factsheets for over 1700 chemicals, with 600 in Spanish. Go to:
web.doh.state.nj.us/rtkhsfs/indexFs.aspx.

Sources of Additional Health and Safety Information

- **OSHA On-Site Consultation Service**

OSHA's On-Site Consultation Service offers free and confidential advice to small and medium-sized businesses in all states across the country, with priority given to high-hazard worksites.

Consultation services are totally separate from OSHA enforcement. All communications between the employer and the Consultation Service are confidential and are not shared with enforcement staff. In exchange for this free consultation, however, employers must agree to correct in a timely manner any serious hazards that are identified.

The service is delivered by state governments (whether or not they have a state OSHA plan), using well-trained professional staff. Most consultations take place on-site, though limited services away from the worksite are available. To find your state consultation service office, go to:
www.osha.gov/dcsp/smallbusiness/consult.html.

- **OSHA Compliance Assistance**

OSHA Compliance Assistance includes both online and written resources to help employers prevent workplace injuries and comply with OSHA standards. These include eTools, factsheets on specific health and safety topics, employee training resources, and guidelines for complying with specific regulations. Compliance Assistance Specialists, located in regional OSHA offices, are available for seminars and workshops, as well as individual assistance with specific resources. Go to:
www.osha.gov/dcsp/compliance_assistance/.

- **U.S. Small Business Administration**

This site is the official business link to the U.S. Government, managed by the U.S. Small Business Administration (SBA). It provides a single access point to government services and information to help the nation's businesses with their operations, and includes workplace health and safety information. Go to: www.business.gov/topic/Workplace_Health_and_Safety.

- **OSHA Small Business Resources**

This web page contains links to basic information about selected topics in occupational safety and health, specifically focusing on the needs of small business. Go to:
www.osha.gov/dcsp/smallbusiness/.

- **National Institute for Occupational Safety and Health (NIOSH), Safety and Health Resource Guide for Small Businesses**

This guide is intended to help small business owners, employers, and managers deal with occupational safety and health concerns. It contains telephone numbers, e-mail and Internet addresses, and mailing information that will connect small businesses to government agencies, private organizations, consultants, and others who can help with occupational safety and health issues. You can also click on the “NIOSH topics” button for a comprehensive alphabetical list of NIOSH health and safety information and materials. Go to:

www.cdc.gov/niosh/docs/2003-100/default.html.

- **Worker Occupational Safety and Health Training and Education Program (WOSHTEP), California Resource Centers**

This California program has three Resource Centers that provide written materials including factsheets, brochures, pamphlets, books, and reports.

For more information go to the websites of the Northern California Resource center at www.lohp.org, the Southern California Resource Center at www.losh.ucla.edu, or the Central Valley Resource Center at agcenter.ucdavis.edu.

References

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