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AKOSH SOP 005

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SUBJECT: Alaska Construction Health and Safety Excellence (CHASE) Partnership Program Manual

ABSTRACT

- I. **Purpose:** In accordance with the 21d grant, AKOSH Consultation and Training is required to maintain at least one partnership agreement in construction, healthcare, seafood processing, or the public sector.
- The Alaska Construction Health and Safety Excellence (CHASE) partnership program is an agreement developed to provide procedures and establish a strategic partnership between the State of Alaska, and licensed construction contractors in the State of Alaska, including members of the Associated General Contractors (AGC).
- II. **Scope:** This agreement applies to construction contractors interested in participating in, and are approved into a partnership with the State of Alaska, CHASE partnership.
- III. **References:** Consultation Policies and Procedures Manual (CPPM,) (CSP 02-00-005,) February 16, 2024.
OSHA Strategic Partnerships for Worker Safety and Health (CSP 03-02-003,) November 06, 2013.
AKOSH Program Directive 23-08, Local Emphasis Program to reduce and/or eliminate occupational safety and health hazards in construction industry in Alaska, September 30, 2023.
AKOSH Program Directive PD#14-01 OSHA Strategic Partnership Program for Worker Safety and Health, April 25, 2014.
- IV. **Distribution:** Cathy Munoz, Commissioner, State of Alaska, DOL&WD
Nelson San Juan, Deputy Commissioner, State of AK, DOL&WD
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Tanya Keith, Director, Labor Standards and Safety
Mitch Wallace, Acting Chief of Consultation and Training
William Williamson, Chief of Enforcement
Arlene Lamont, Area Director, Anchorage, OSHA, Region X
- V. **Cancellations:** All previous versions.
- VI. **Renewal:** This SOP will be reviewed every three years by the Chief of Consultation and Training and the CHASE Coordinator

- VII. **History:** History of previous versions includes June 15, 2020
- VIII. **Contact:** Bradley Buechner, CHASE Coordinator
- IX. **Originator:** Elaine Banda, Chief of Consultation and Training
Mitch Wallace, Assistant Chief of Consultation and Training
- X. **Background:** AKOSH procedures for applying for the CHASE Program
- XI. **Procedures:** Appendix A – Qualification Criteria, Process, Levels, and Incentives
Appendix B – Employer Self-evaluation Checklist
Appendix C – CHASE Partnership Agreement
Appendix D – Employee Worksite Daily Safety Inspection
Appendix E – Partnership Application Checklist
Appendix F – CHASE Participant Job-Site Evaluation
Appendix G – OSHA 300 Log Evaluation Methods
- Sample 1 – CHASE Executive Summary
Sample 2 – Chief of Consultation Renewal Letter
Sample 3 – Chief of Consultation Congratulatory Letter
Sample 4 – Commissioner Recommendation Letter
Sample 5 – Commissioner Congratulatory Letter
Sample 6 – CHASE Case File Check List
Sample 7 – CHASE Certificate
Sample 8 – CHASE Renewal Summary
Sample 9 – CHASE Visit Activity

Executive Summary

This SOP provides policy and procedures for the AKOSH CHASE partnership program. The CHASE Program will be implemented in three levels: AK-BLUE, AK-GOLD, and AK-FLAG. All Partnership applicants must initially qualify for the basic level of AK-BLUE. All entry level applicants who qualify initially for AK-BLUE will, upon approval and mutual acceptance, maintain this level of performance for a minimum of 2 years. At the end of the second year, upon completion of a comprehensive safety and health review, requests may be submitted for acceptance to the second level known as AK-GOLD. At the end of the second year, a request may be submitted for acceptance to the third or highest level known as AK-FLAG, the highest level of achievement in the “AK-CHASE” Partnership. Requests for level advancement may be submitted at the beginning of each quarter.

- I. Purpose** The CHASE partnership program is an agreement developed to provide procedures and establish a strategic partnership between the State of Alaska, and licensed construction contractors in the State of Alaska, including members of the Associated General Contractors (AGC).

- II. Scope** This policy applies to all construction contractors interested in participating in, and are approved into a partnership with the State of Alaska, CHASE partnership.

- III. Action** The Alaska Department of Labor and Workforce Development, Division of Labor Standards and Safety, Alaska Occupational Safety and Health Consultation and Training section (AKOSH) will carry out the project following the procedures described in this policy.

- IV. Background** According to US Bureau of Labor Statistics for 2002, the overall accident rate for the construction industry in Alaska exceeds the national average. This accident rate is unacceptably high. The focus of the AK-CHASE partnership will be to address this issue.

- V. Goals** The CHASE partnership promotes relationships between AKOSH Consultation and Training and construction contractors in Alaska. To enter into this partnership, the construction contractors must, with assistance and oversight from AKOSH, develop and implement programs to reduce the injury rates. Participating contractors must provide oversight to ensure their employees comply with safety and health regulations and safe operating procedures.

Tanya Keith
Director, Labor Standards and Safety

Alaska Construction Health and Safety Excellence (CHASE) Partnership Program

Introduction

CHASE project promotes a partnership between AKOSH and construction contractors in Alaska. To enter into this partnership, the construction contractors must, with assistance and oversight from AKOSH, develop and implement programs to reduce the injury rates. Participating contractors must provide oversight to ensure their employees comply with safety and health regulations and safe operating procedures. The contractor shall control safety and health hazards and initiate and maintain an effective safety program. AKOSH consultation will assist in this process through training and consultative visits to verify that partnership requirements are met and program goals are being attained. Consultation visits include conducting employee interviews, reviewing evidence of regular and effective safety audits and inspections by company personnel, and reviewing training documentation, accident investigations and injury/illness data.

Partnership goals: The contractor shall control safety and health hazards and initiate and maintain an effective safety program. AKOSH consultation will assist in this process through training and consultative visits to verify that partnership requirements are met and program goals are being attained. Consultation visits include conducting employee interviews, reviewing evidence of regular and effective safety audits, regular inspections by company personnel, and reviewing training documentation and accident investigations and injury/illness data. CHASE participants strive to achieve the following goals:

- a. Decrease in the frequency of serious injuries, illnesses, and fatalities for the participating construction contractors.
- b. Improve construction contractor safety and health programs.
- c. Utilize AKOSH resources by using this partnership as a tool to reduce the need for enforcement inspections while achieving a higher level of worker safety and health.
- d. Leverage of AKOSH Consultation and Training resources by promoting more active employer action and responsibility in safety and health management.
- e. Promote a more cooperative relationship between construction contractors and AKOSH.
- f. Enhance employee involvement in safety and health through "near miss" or similar programs.
- g. Enable participating construction contractors and AKOSH to better share resources like training, hazard identification and effective and efficient abatement methods through improved communications.
- h. Establish a protocol for qualifying, recognizing and rewarding construction

contractors who consistently meet or exceed the minimum qualifying partnership requirements. There will be three levels of recognizable achievement. These levels will be termed AK-BLUE, indicating initial acceptance into the Partnership. AK-GOLD and AK-FLAG, represent progressively higher levels of achievement. Specific requirements for each level, along with a self-evaluation form will be found in Appendices A and B of this document.

A. CHASE Program Scheduling System:

When a contractor has accepted into the partnership agreement with AKOSH, qualifying members will:

1. Will be required to request a consultation visit at least once per quarter or four (4) times per fiscal year
2. Will be required to submit their annual self evaluation and OSHA 300 logs by March 1 of each year.
3. Promote the CHASE program to other contractors.

****Chase participant will be placed on a lower priority on the scheduled inspection list for enforcement according to the employers CHASE level participation.****

A comprehensive consultation visit will include a review of the employer's safety and health management program. The review will determine whether or not the following controls are in place:

1. Written program elements and procedures are in effect company-wide.
2. Serious and imminent danger hazards are corrected immediately.
3. The employer provides regular worker safety training.
4. Controls are implemented in the following priority order when reducing or eliminating a hazard:
 - a. elimination of hazards
 - b. engineering controls
 - c. administrative controls
 - d. personal protective equipment issued to and utilized by employees

The consultation visits will follow CPS 02-00-005 requirements. Un-programmed enforcement inspections conducted in response to complaints, accidents, and fatalities shall be conducted in accordance with established AKOSH procedures.

B. Partnership Requirements:

The partnership is a written agreement between AKOSH and the construction contractor. It may include creation of a joint steering/oversight committee to assist in validating a commitment to create and maintain effective, comprehensive, written safety and health programs. The contractor's commitment includes self-inspections to ensure safety and health requirements are being followed at the site. AKOSH Consultation will provide safety and health program advice and support and will conduct consultation visits as described in policy manual.

In general, the requirements for all levels include instituting and maintaining a comprehensive safety policy, ensuring employees receive appropriate and adequate safety and health training, encouraging employee involvement in safety meetings and site inspections, and conducting frequent safety inspections.

Requirement topics are addressed specifically in Appendix A by level and include, but are not limited to, the following:

1. Application: The participating construction contractor must submit the following documents:
 - Appendix E Partnership Application
 - Appendix B Employer Self-Evaluation Checklist
 - Summary of the contractor's OSHA 300 logs for the last three years
 - Copies of any written safety/health programs
 - Copies of any program implementation documents
2. Safety Policy: Participating construction contractors must have a written policy addressing employer and employee safety. This policy will ensure compliance with regulations and include implementation of safety training, site inspections, accident investigations, safety meetings and site-specific programs.
3. Training: The training goal is to ensure that employers and employees will understand safety and health regulations and safe work practices, and work together to reduce or eliminate workplace hazards. Participating construction contractors will be required to involve employees in identification and correction of safety and health hazards ("Near Miss" or equivalent will be required). Guidance for training will be the OSH Act, OSHA regulations, Alaska's OSH laws and additional regulations, and other industry safety and health standards.
4. Safety Inspections: A participating construction contractor will perform and document comprehensive safety and health inspections of its operations that address all aspects of the safety and health program. Comprehensive inspections by the employer will be conducted on a monthly basis to monitor the continued effectiveness of the safety and health program. In addition, daily site inspections will be conducted (see Appendix D). All hazards observed must be corrected according to established policies.

5. Hazard Correction: A participating construction contractor will establish an effective policy for correcting hazards and procedures for dealing with non-compliant supervisors or employees. Serious and imminent danger hazards will be documented with time, date and action taken to gain compliance. Hazards with a high probability of causing serious injury are to be corrected immediately and action taken to ensure the condition does not recur.
6. Employee participation: A participating construction contractor will promote employee involvement by requiring employee participation during safety meetings and site inspections.
7. Annual evaluation: Participating construction contractors will submit the following documentation on or before March 1 each year to the AKOSH consultant who has been assisting them, or to:

CHASE Partnership Program
AKOSH Consultation and Training
1251 Muldoon Road, Suite 109
Anchorage, AK 99504

The following information will be used to evaluate continuing the partnership:

- a. Information of accident investigations conducted and training provided during the previous year.
- b. OSHA 300 injury logs from participating construction contractors including total employee work hours for the year. (This information is used to calculate the initial base rate and to determine progress in reduction of workplace injuries and illnesses).
- c. Verification of safety hazards found during inspections. This includes the number and type of hazard found, date and how the hazards were corrected. (A sample format is found in Appendix D).

C. Incentive:

Participating construction contractors, when accepted as partners with AKOSH may promote the agreement and status as a partnership.

Nothing in the requirements for partnership will exempt the participating construction contractors from meeting their obligation to control the site and to promptly remove employees at the site from serious safety and health hazards. Additionally, the partnership agreement does not remove the employer from the primary responsibility to maintain a safe and healthful workplace.

D. Outreach:

The AKOSH Consultation and Training section will carry out various outreach activities to introduce this partnership and to promote comprehensive employer safety and health programs. Efforts will be made to contact all interested parties. The following list of activities provides a framework for action:

1. Information and training sessions can be provided by AKOSH and/or partnership contractors on request. These sessions will target interested parties. The purpose of these sessions will be to discuss program specifications, obligations of AKOSH, partner responsibilities, partnership as a choice, benefits of a comprehensive workplace safety and health program, and AKOSH and OSHA regulatory requirements.
2. Enlist the support and help of various organizations to promote awareness of the project.
3. Compile an inventory of resources for use in the development of safety and health programs for project participants.
4. Provide safety and health resources to assist employers in the development of effective safety and health programs.
5. Seek support of insurance companies and other employers known to have successful policies and programs.

E. Partnership Agreements:

Appendix C provides a sample copy of the signed agreement between AKOSH and the participating construction contractors. Either party can cancel partnership agreements by written notice. The partnership agreements will require a comprehensive safety and health consultation visit after two years to determine if the partnership is working as planned. The partnership will continue for three more years if agreed on by the parties of the partnership.

F. Disqualification:

If a participating construction contractor receives a citation classified as willful or failure-to-abate which has become a final order within the last three years, the contractor will not be accepted into the CHASE partnership program.

Additionally, if a participating construction contractor receives a willful, repeat, or failure-to-abate citation during the term of this agreement, the contractor will be terminated from the partnership agreement. Enforcement inspections conducted at partnership sites resulting in numerous violations or high gravity serious violations will be considered for disqualification as a partner by AKOSH.

G. Evaluating Protocol for Partnership Candidates:

A construction contractor entering into a partnership with AKOSH will be evaluated in accordance with paragraph I of this instruction. Appendix B provides a checklist for evaluating approved contractors for possible partnership agreements.

The participating construction contractor will provide, upon request, a list of project locations to AKOSH Consultation and Training section. The contractor will be evaluated to determine if they qualify for the partnership.

During the evaluation process, a minimum of two (2) safety or two (2) safety and health consultation and training visits will be performed where both Serious and Other Than Serious hazards are to be corrected. The consultation visits will remain in progress until all hazards have been corrected and the correction due date has not lapsed. Serious hazards that cannot be corrected within the established time frame must have an extension request submitted No Later Than one (1) week prior to hazard corrected due date.

The Comprehensive Safety and Health Evaluation to complete the CHASE Application will not be conducted until all hazards identified during the initial Safety or Safety and Health Consultation Visits have been corrected.

H. Recording in the OSHA Information System (OIS):

Evaluation for potential partnership consultative visits will be entered in the OIS. In the *Your Request* tab under *Special Programs Name* select: *Other* and describe the request as: CHASE applicant.

I. Evaluation of the Partnership Program:

By June 30 of each year, if the partnership program remains active, AKOSH shall conduct an evaluation of the partnership program which will examine the following factors:

1. Number of Approved Contractors.
2. Loss Work Day Injury and Illness (LWDII) rate of partnership as a whole and individual approved contractors compared to their individual base rate.
3. Common hazards identified and corrected by employers and employees removed from risk by partners.(employee count on site)
4. Tally of total visits conducted with CHASE partners.
5. After successful completion of five years in the AK-CHASE partnership, the construction contractor will be promoted to apply for the SHARP or VPP. However, the contractor may choose to remain in CHASE at their current level or apply for a higher level of CHASE.

By February 1st, contact will be made by the AKOSH CHASE Program Manager to each participating contractor as a reminder for the submission requirements listed above. However, the required submittal will be the sole responsibility of the partnering contractor. Failure to submit this documentation may result in removal from the CHASE program.

If the participating construction contractor injury rate has not shown improvement and the employer has not developed and implemented the necessary safety programs and prevention strategies, the employer's participation in the partnership will be evaluated and may be discontinued. The CHASE partner will have 30 calendar days to respond with:

1. A detailed report on the current progress of their program
 2. A specific response indicating why the program is deficient
 3. What procedures and timelines the employer has in place for improvement
- In case the partnership with the contractor is discontinued, the participating construction contractor in the partnership with AKOSH will be formally notified in writing of removal from the partnership arrangement.

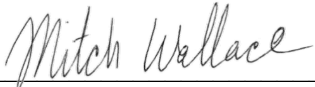
J. CHASE Relationship with OSHA Enforcement:

When a CHASE member is the general contractor and receives a consultation visit, the entire worksite address is protected from both State (AKOSH) and federal enforcement inspections. However, when the CHASE member is a subcontractor, only the CHASE member's activities are protected from scheduled inspections, provided they are not the main employer responsible for creating hazards that could affect other contractors' workers.

This version has been reviewed and approved by the following:



Tanya Keith,
LSS Director



Mitch Wallace,
Acting Chief of Consultation and Training

APPENDIX A – Qualification Criteria, Process, Levels, and Incentives

I. **ELIGIBILITY REQUIREMENTS** for the Multi-Step Program: AK-BLUE (basic partnership approval), AK-GOLD, and AK-FLAG (representing higher levels of safety and health achievement). Note: It may be necessary or desirable to form a committee of designated representatives of Qualifying Members of the AK-CHASE PARTNERSHIP. This committee should represent general and specialty construction contractors. Meetings should be held via teleconference or electronically when practical.

- A. The AK-CHASE Program will be implemented in three levels: AK-BLUE, AK-GOLD, and AK-FLAG. All Partnership applicants must initially qualify for the basic level of AK-BLUE. However, some initial applicants may qualify for one of the higher levels, depending on experience and performance. Applicants who qualify for higher levels will receive all incentives associated with those levels. Applicants who qualify immediately for AK-FLAG will be expected to contribute to the partnership by acting as mentors to contractors on their worksites.

Typically, consideration for higher level qualification will require a minimum of three years’ experience including all relative documentation of program development, implementation and performance in safety and health. Applicants who may be new to Alaska or have formed new companies will be given consideration based on the same criteria.

- B. All entry level applicants who qualify initially for AK-BLUE will, upon approval and mutual acceptance, maintain this level of performance for a minimum of 2 years. At the end of the second year, upon completion of a comprehensive safety and health review, requests may be submitted for acceptance to the second level known as AK-GOLD. This level must also be maintained for two years. At the end of the second year, request may be made for acceptance to the third or highest level known as AK-FLAG, which represents the highest level of achievement in the “AK-CHASE” Partnership.
- C. New Participant Applications may be submitted throughout the year.

I. C – APPLICATION

	AK-BLUE	AK-GOLD	AK-FLAG
Complete AK-CHASE application consisting of: Appendix E – application form; and Appendix C – Partnership Agreement form; Formal Request to	X	X	X
Include previous 3 years of OSHA 300 forms	X	X	X
Complete the Employer’s Self-Audit evaluation of applicant’s program - Appendix B.	X	X	X
Formal requests for program level advancement - Appendix E not required		X	X

Requirements: Participating contractors will fulfill the following according to the level of safety and health program achieved:

I. D - Level I – AK-BLUE -Requirements	AK-BLUE	AK-GOLD	AK-FLAG
Provide verification of safety hazards found during inspections. Include number and type of hazards found, date and how hazards were abated – Use Appendix D or similar format.	X	X	X
Develop a written policy that addresses employer and employee safety including requirements for assurance of compliance with regulations, safety training, site inspections, accident investigation, safety meetings, and other site-specific programs. Use Appendix D or a similar format.	X	X	X
I. D - Level I – AK-BLUE -Requirements	AK-BLUE	AK-GOLD	AK-FLAG
Ensure employees are trained in hazard recognition specific to OSHA standards, AKOSH statutes and regulations, other safety standards and approved employer policies and procedures.	X	X	X
Perform and document comprehensive safety and health inspections at all operations which address all aspects of the safety and health management program on a monthly basis.	X	X	X
Conduct daily site inspections and correct observed hazards according to I-5 of the AK-CHASE Partnership project agreement.	X	X	X
Establish an effective policy for dealing with non-compliant supervisors or employees.	X	X	X
Document serious and imminent danger hazards including time, date and action taken. Take immediate action to correct hazard and ensure condition does not reoccur.	X	X	X
Promote employee involvement by requiring employee participation during safety meetings and site inspections.	X	X	X
Provide on or before March 1 each year: information on accident investigations conducted and training provided during the previous year.	X	X	X
Provide on or before March 1 each year: OSHA 300 injury logs from participating contractors.	X	X	X
Provide on or before March 1 each year: verification of the number and type of safety hazards found during inspections, including the date and how hazards were corrected. (Appendix D Daily Safety Inspection).	X	X	X
I. D - Level II – AK-GOLD Requirements	AK-BLUE	AK-GOLD	AK-FLAG
Continue to meet all requirements of AK-BLUE (items 1-12) and the following nine requirements (13-20).			
Assign at least one trained employee or employer representative to administer the program and conduct documented inspection of ongoing work; training equivalent to the OSHA Training Institute Advanced Course in Construction Standards, OTI #500 Construction Standard or OSHA 30-hour will be deemed satisfactory. An employee with extensive experience in craft, who can document equivalent knowledge may be considered on a case by case basis.		X	X
Conduct an orientation of all new employees and of employees who may have been hired prior to the implementation of the current program and show firm evidence of the effectiveness of this orientation, including the disciplinary program. (Written quizzes, records of observed behavior, employee interviews, etc. constitute qualifying evidence).		X	X
Conduct and document weekly safety meetings and toolbox/tailgate meetings for all non-typical tasks.		X	X

Conduct and document job-site hazard inspections including notes on corrective action. (Appendix D is an efficient format and is easily modified to be project specific).	X		X
Encourage and document employee involvement in all facets of program implementation, including mishap investigations.	X		X
Develop and maintain a Substance Abuse Program.	X		X
Provide all field construction supervisory personnel with training.	X		X
I. D - Level II – AK-GOLD Requirements	AK-BLUE	AK-GOLD	AK-FLAG
Equivalent to the OSHA Training Institute Construction Standards Class #500, the AGC Supervisor Safety Competency Training Course or other qualified programs.			
For partners entering the gold and flag levels, their injury/illness rate goal over a 5-year period of time should be a reduction by 15% or better from their entering base rate. If a contractor falls below the base rate the company partnership will be reevaluated to determine future participation.		X	X
I. D - Level III – AK-FLAG Requirements	AK-BLUE	AK-GOLD	AK-FLAG
After meeting AK-BLUE and AK-GOLD requirements for a minimum of one year each, qualifiers will continue to meet all requirements of AK-BLUE (items 1-12), AK-GOLD (items 13-20) and the following 13 requirements (21-33).			
Ensure that written, site-specific safety and health plans are used by all contractors on the project and that all implementation is documented.			X
Applicants achieving AK-FLAG status agree to serve as mentors for contractors on their projects . AK-FLAG participant companies will agree to maintain a copy of the specialty contractors' applicable programs or require the specialty contractors to follow its programs.			X
Assign at least one trained employee to administer the program and conduct documented inspection of ongoing work. The company may use a third party for assistance but there must have an assigned employee on the worksite. Safety personnel, through training and experience, must be able to recognize hazards and will have the authority to take prompt corrective action. Training curriculum equivalent to the OSHA 30-hour Construction Outreach Course will be deemed satisfactory. Craft experience will be considered an additional asset.			X
Train all field construction supervisory personnel in the safety aspects of supervision. In addition to the supervisory Safety Competency Course, training shall be provided for competent persons in such areas as Scaffolding, Excavation, Fall Protection, Confined Space Entry etc.			X
Provide evidence of effective employee involvement in all aspects of program development and implementation, including applicable documentation. Near miss or equivalent will be deemed adequate.			X
Provide full and effective employee program orientation and show evidence of training effectiveness for hazard avoidance.			X
Conduct fully documented weekly safety meetings that include employee participation.			X
Implement and maintain a Substance Abuse Program.			X
Receive a qualifying on-site consultation visit at a minimum of one representative job site by AKOSH Consultation.			X
Have no willful violations in the last 3 years.			X
Have no repeat violations in the last 3 years.			X
Have no fatalities or catastrophes in the last 3 years that resulted in serious or willful citations related to the incident.			X

II. Incentives	AK- BLUE	AK GOLD	AK- FLAG
Participating contractors will receive the following incentives according to the level of safety and health program achieved. AKOSH Consultation verification visits to sites will be scheduled at the discretion of the Chief of AKOSH Consultation.			
Exemption from programmed Enforcement inspections through completion of all corrective action, including all extensions, or three months, whichever is longer.	X		
Will not receive citations for other-than-serious violations identified during Enforcement action that may occur after expiration of the exemption. (Provided that the corrections are made within a prescribed period of time).	X		
Will receive special recognition from AKOSH, designating the contractor as a qualifying participant in the AK-CHASE program at the AK-BLUE level.	X		
Exempt from programmed Enforcement inspections through completion of all corrective action, including all extensions, or six months, whichever is longer.		X	
Will receive special recognition from AKOSH, designating the contractor as a qualifying participant in the AK-CHASE program at the AK-GOLD level.		X	
Will be given the maximum good faith penalty reductions available under AKOSH Enforcement programs for any citations issued during an Enforcement action that occurs after expiration of the exemption.		X	
Will not receive citations for any other-than-serious violations identified during any Enforcement action that may occur after expiration of the exemption.		X	
Will be given special recognition from AKOSH designating the contractor as a participant in the AK-CHASE Program at the AK-FLAG level.			X
AK-FLAG participant job sites will not receive another programmed Enforcement inspection within the next 12 months.			X
AK-Flag participants will receive unprogrammed Enforcement inspections only in response to imminent danger in plain sight of a public right of way, fatalities/catastrophes, and formal complaints. AKOSH will use telephone or fax to address all other complaints except those involving injuries requiring hospital admission. When an inspection of a nonformal complaint is deemed necessary by special circumstances, a copy of the complaint will be provided to the participant's Safety Director or other designated representative at the time of the inspection.			X
AKOSH will not issue citations for other-than-serious violations provided the violations are abated at the time of the inspection.			X
If cited by AKOSH, AK-FLAG participants will receive the maximum good faith and history penalty reductions available under existing AKOSH Enforcement policy.			X
During an AKOSH Enforcement inspection of a multi-employer work site, AK-FLAG participants, whose program has previously been verified by an AKOSH Consultation visit, will not be included in the inspection unless the Enforcement Officer documents that the participant is responsible for any employee exposures to serious hazards such as falls, struck by, caught in/between, excavation or electrocution hazards.			X
Participating construction contractors may promote the agreement and status as a partnership.	X	X	X
A congratulatory ceremony will be held on-site or at the Participants home office. An official certificate of program approval and a 3' X 6' banner will be presented representing the partnership between the Contractor and AKOSH.	X	X	X
III. Partnership Evaluation			
	AK- BLUE	AK- GOLD	AK- FLAG
All qualifying AK-CHASE Partners should submit data to AKOSH to assist evaluating the overall success of the program. A list of applicable criteria will be furnished to Partners on an annual basis. The data will be compiled and evaluated by AKOSH or by AKOSH and the Committee of Qualifying Partners jointly, if such a committee is formed. In this case, the Committee would take the lead role with AKOSH serving in an advisory capacity.	X	X	X

Results will be made available to all Partner Contractors, their respective organizations and committees and to the Director of ADOL & WD, LS&S. Individual names and other identifying data will be removed from the report.	X	X	X
Using the above data, the partnership will be evaluated annually to determine whether the goal of an overall 15% reduction in the number of injuries, illnesses and fatalities over a 5-year period is being met.	X	X	X
Participant incidence of injuries from the hazards that are the four leading causes of death on construction (falls, struck-by, caught in/between and electrocutions) will be measured and compared against a baseline established in the first year of the partnership.	X	X	X
If all signatory partners agree, partnership criteria may be revised annually based on recommendations for continuous improvement.	X	X	X
A minimum of four Consultation visits will be conducted. Visits will be scheduled quarterly or 4 times per year based on work projects,	X	X	X

IV. Contractor Termination

	AK-BLUE	AK-GOLD	AK-FLAG
A contractor's participation may be terminated by AKOSH Consultation if one or more of the following occurs: (If a Committee of Qualifying Partners has been formed, the termination may be subject to its review).	X	X	X
An on-site visit by AKOSH Consultation reveals a significant deviation from program criteria.	X	X	X
The contractor has falsified information on the application or supporting records.	X	X	X
The contractor fails to work toward a reduction in illness and injuries in the workplace.	X	X	X
The contractor takes other such actions that may be determined to be grounds for termination.	X	X	X
Prior to final termination of a contractor's status, the following will occur:	X	X	X
The contractor will be notified in writing of the intent to terminate.	X	X	X
The notice will include an explanation of the reasons for termination.	X	X	X
The contractor will have an opportunity to reply to the written notice within a period of 30 days and	X	X	X
The contractor will have the right to appear before the Committee of Qualifying Partners if such a committee has been formed.	X	X	X
The Committee of Qualifying Partners, if formed, will have the authority to reinstate the contractor if it determines that the contractor's experience was unusual and not necessarily inconsistent with a sound safety and health program. In this event, AKOSH Consultation may conduct another on-site visit for verification.	X	X	X
Any contractor may terminate participation in the program at any time.	X	X	X

V. Term And Location Of Partnership

	AK-BLUE	AK-GOLD	AK-FLAG
The partnership will have an initial term of five years and may be renewed if all signatory parties concur.	X	X	X
Any signatory party to the partnership may withdraw from the agreement at any time after submitting written notification of intent to the other partner.	X	X	X

- Applicants for AK-GOLD or AK-FLAG who are new to Alaska must provide documentation of performance that meets all of the criteria detailed in the corresponding section of this appendix. In addition, supporting data furnished by former or current clients, licensing agencies, insurance carriers and trade organizations or the equivalent, must accompany the application. Applicants for AK-GOLD or AK-FLAG who have started new companies but are not new to Alaska must also meet all of the corresponding criteria and supporting documentation from previous employers, partners, licensing agencies, insurers, etc. or the equivalent.

- The burden for determining the level of supervisor that will be required to have supervisory safety training will fall upon the participating contractor. As a minimum, the following categories should be included: Top management when their duties affect any portion of field operations, including estimating (safety expenses); onsite project managers and superintendents, general foremen and foremen through the working foreman level. In addition, care must be taken to ensure that lead men or temporary foremen who may have responsibility for directing work on smaller, non-typical tasks that may involve unusual hazards are adequately trained. As a resource, the OSHA Training Institute course information, including descriptions and scheduling is available on the federal OSHA web page at WWW.OSHA.GOV
- The contractor's illness/injury base rate is calculated in accordance with Appendix G. The calculation formula is that used on the OSH 300 form: $(\# \text{ of incidents} * 200,000) / \text{Total annual hrs. worked} = \text{annual base rate}$.

Appendix - B - Employer Self-Evaluation Checklist

	Yes	No
MANAGEMENT COMMITMENT AND LEADERSHIP		
1. Policy statement: goals established, issued, and communicated to Employees	<input type="checkbox"/>	<input type="checkbox"/>
2. Program reviewed/revised annually	<input type="checkbox"/>	<input type="checkbox"/>
3. Participation in safety inspections by supervisors	<input type="checkbox"/>	<input type="checkbox"/>
4. Commitment of resources is adequate	<input type="checkbox"/>	<input type="checkbox"/>
5. Safety rules and procedures incorporated into site operations	<input type="checkbox"/>	<input type="checkbox"/>
6. Supervisors observe, communicate, and enforce safety rules	<input type="checkbox"/>	<input type="checkbox"/>
7. Safety and Health programs are reviewed by AKOSH consultation	<input type="checkbox"/>	<input type="checkbox"/>
ASSIGNMENT OF RESPONSIBILITY		
1. Supervisors knowledgeable and accountable	<input type="checkbox"/>	<input type="checkbox"/>
2. Supervisor safety and health responsibilities are understood	<input type="checkbox"/>	<input type="checkbox"/>
3. Participating Members will ensure Employees follow safety regulations	<input type="checkbox"/>	<input type="checkbox"/>
IDENTIFICATION AND CONTROL OF HAZARDS		
1. Periodic documented safety inspections (monthly) by on-site management, (daily) by foreman, craft journeyman or qualified employee representative. Documentation should utilize a site-specific checklist format. (Appendix D or equivalent)	<input type="checkbox"/>	<input type="checkbox"/>
2. Documented safety meetings (at least weekly)	<input type="checkbox"/>	<input type="checkbox"/>
3. Preventive controls in place (PPE, maintenance, engineering controls)	<input type="checkbox"/>	<input type="checkbox"/>
4. Action taken to address hazards	<input type="checkbox"/>	<input type="checkbox"/>
5. Technical references available	<input type="checkbox"/>	<input type="checkbox"/>
6. Enforcement procedures developed by the Employer. (Fully developed and implemented disciplinary program—zero tolerance for immediate danger to life or health (IDLH.)	<input type="checkbox"/>	<input type="checkbox"/>
TRAINING AND EDUCATION		
1. Supervisors and Employees receive basic training	<input type="checkbox"/>	<input type="checkbox"/>
2. Specialized training taken when needed (e.g. Documented tail-gates for non-typical tasks)	<input type="checkbox"/>	<input type="checkbox"/>
3. Employee training program exists, is ongoing, and is effective	<input type="checkbox"/>	<input type="checkbox"/>
4. Training is internally certified and records are maintained	<input type="checkbox"/>	<input type="checkbox"/>
RECORD KEEPING AND HAZARD ANALYSIS		
1. Records are maintained of employee illnesses/injuries	<input type="checkbox"/>	<input type="checkbox"/>
2. Supervisors perform accident investigations, find causes and initiate corrective action	<input type="checkbox"/>	<input type="checkbox"/>
3. Employees participate in accident investigation, find causes and recommend corrective action	<input type="checkbox"/>	<input type="checkbox"/>

	Yes	No
FIRST AID AND MEDICAL ASSISTANCE		
1. First aid supplies and equipment, including stretcher, are available on-site when three-five minute emergency response is not available and at least two Employees are first aid and CPR trained	<input type="checkbox"/>	<input type="checkbox"/>
2. Employees are trained in first aid and CPR at all remote worksites	<input type="checkbox"/>	<input type="checkbox"/>
3. Reliable communication for summoning emergency response available at all work sites	<input type="checkbox"/>	<input type="checkbox"/>
4. Employees understand emergency action plan and procedures	<input type="checkbox"/>	<input type="checkbox"/>

	YES	NO	N/A
OTHER SAFETY/HEALTH PROGRAMS WHICH MAY BE REQUIRED			
1. Hazard Communication Program	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Hearing Conservation Program	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Energy Control Program (lockout/tagout)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Hazard Assessment for Personal Protective Equipment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Emergency Action Program	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Confined Space Program	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Fall Protection Program	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	YES	NO
EMPLOYEE INVOLVEMENT		
1. Employees are required to attend safety meetings at least weekly. Documented tail-gate meetings prior to all non-typical tasks	<input type="checkbox"/>	<input type="checkbox"/>
2. Employees participate in site inspections which are documented, including notes of all corrective action taken. (Sample documentation format in Appendix D)	<input type="checkbox"/>	<input type="checkbox"/>
3. Employees are trained in required safety programs and procedures and how to identify safety problems. Training review for all new projects or at least annually. Project specific orientation must be included	<input type="checkbox"/>	<input type="checkbox"/>
4. Employees comply with safety and health regulations and safe operating procedures	<input type="checkbox"/>	<input type="checkbox"/>
5. Employees wear provided personal protective equipment	<input type="checkbox"/>	<input type="checkbox"/>
6. Employees are required to notify supervisors of serious and imminent hazards immediately. (Fully implemented "Near Miss" or equivalent)	<input type="checkbox"/>	<input type="checkbox"/>

- EVALUATION COMMENTS**
1. Written program meets the requirements for a partnership
Comments attached
 2. Site inspection meets requirements for a partnership
Comments attached
 3. Qualify for partnership approval
Comments attached

	YES	NO
EVALUATION COMMENTS		
1. Qualify for partnership pending corrective action or program modification Comments attached	<input type="checkbox"/>	<input type="checkbox"/>

Reviewed by Management (signature): _____ **Date:** _____

Reviewed by Consultant (signature): _____ **Date:** _____

Appendix - C – Alaska Construction Health and Safety Excellence Partnership Program Agreement Between:

State of Alaska Department of Labor and Workforce Development Labor Standards and Safety
Division Occupational Safety and Health Consultation and Training

and

Company Name

The undersigned party mutually agrees to the goals and objectives described in paragraph G of this partnership program executed under AKOSH Program Directive 13-02. We are committed to Employee safety and health through the proper implementation of this agreement and related documents. The undersigned parties agree to operate within the scope of this agreement. The undersigned Approved Construction Contractor agrees to meet the requirements of paragraph I for participation in this partnership.

The undersigned parties understand that either party can cancel this agreement by written notice; and, in addition, the undersigned parties understand that this agreement will require renewal action every five years (in accordance with paragraph K). The undersigned Approved Construction Contractor is aware of the disqualification clause specified in paragraph L of this agreement.

Approved Contractor: _____

Date: _____

Representative: _____

Name & Title: _____

**Alaska Occupational Safety
& Health Representative:** _____

Date: _____

Name & Title: _____

Expiration Date: _____

Appendix - D – Employee Worksite Daily Safety Inspection Checklist

GENERAL INFORMATION:

PROJECT MANAGER:	DATE:	TIME:
LOCATION:	INSPECTED BY:	INSPECTION NO:

INSPECTION ITEMS (Check all items as appropriate, provide activity identification if correction is required).

Legend: OK=satisfactory
NA= not applicable

CR=correction required

LOC=location requiring correction

(Blank space is available for fill in)

	OK	NA	CR	LOC		OK	NA	CR	LOC
1.0 HOUSEKEEPING									
WALKWAYS CLEAR									
STAIRWAYS CLEAR									
EGRESS AREAS CLEAR									
MATERIAL STORAGE									
EQUIPMENT STORAGE									
TRASH REMOVAL									
2.0 PERSONAL PROTECTIVE EQUIP.									
HARD HATS									
SAFETY SHOES									
EYE PROTECTION									
HEARING PROTECTION									
APPROPRIATE CLOTHING									
RESPIRATORY PROTECTION									
3.0 PORTABLE POWER & HAND TOOLS									
ELECTRICAL CORD INSULATION									
ELECTRICAL CORD GROUNDING									
4.0 HAZARD COMMUNICATION									
CURRENT CHEMICAL INVENTORY POSTED SDS									
CONTAINER LABELING									
USE OF PPE									

Appendix - E - Partnership Application

Employer Name: _____
Mailing Address: _____
Physical Address: _____
Phone: _____ Fax: _____ E-mail: _____
Authorized Contact Person: _____

List Company Principals or Officers (Owners, Partners or Officers of the Corporation).

Name: _____	Title: _____
Name: _____	Title: _____
Name: _____	Title: _____
Name: _____	Title: _____

Contracting Category: Building Highway
 Heavy Utilities Industrial Specialty

Primary Client Base: Military Residential
 General Government Large Commercial Oil or
Mining Light Commercial Other: _____

NAICS: _____ **License #:** _____ **Expiration Date:** _____

Years in Business: _____ **Approximate # of completed projects:** _____

Significant or unusual projects: _____

Signature: _____ Date: _____

Print name: _____ Title: _____

Please complete and submit the following items:

- Appendix C – signed partnership agreement
- Appendix B – self-evaluation check list
- Past 3 years OSHA 300 forms
- Copies of written safety/health programs

Please also include program implementation documentation such as:

- Safety meeting minutes
- Employee orientation form
- Other employee training records
- Job-site hazard inspection and correction records

Return Application and Attachments to:
Alaska Department of Labor and Workforce Development
Occupational Safety and Health
Consultation and Training Section
1251 Muldoon Road, Suite 109
Anchorage, AK 99504
or to:
Bradley.Buechner@Alaska.Gov

Appendix - F - AK CHASE Participant

Job-Site Evaluation

Construction Companies participating in the AK CHASE program have agreed to meet certain minimum requirements. In order for AKOSH to ensure CHASE participants are properly meeting the agreed upon standards consultants should complete this form after conducting an on-site consultation. Completed forms should be returned to the CHASE Coordinator. The CHASE Coordinator will perform an annual evaluation of all CHASE participants and provide a written evaluation for each participant to the Chief of Consultation by April 1st of each year.

Evaluate the following based on the hazards and work conducted at the specific job site.

- 1. Is there a site-specific safety and health plan?**
- 2. Are sub-contractors required to adhere the CHASE participant's safety and health program?**
- 3. Are designated safety personnel conducting documented safety and health inspections?**
- 4. Are competent persons in areas such as Scaffolding, Fall Protection, and excavation properly trained and designated?**
- 5. Can the participant provide evidence of employee involvement in all levels of the safety & health program, such as self-audits, site inspections, job hazard analysis, training, and mishap investigations?**
- 6. Can participant provide evidence for safety and health orientation for all new employees & show effective training for avoidance of hazards present at the specific job-site?**
- 7. Are employee safety meetings held at least weekly?**
- 8. Additional Comments:**

Appendix - G - OSHA 300 Log Evaluation Methods

Assessing Injury and Illness Data for the Most Recent Calendar Year. For all employers requesting to participate in CHASE, DART and TRC rate calculations will be based on the OSHA Forms 300 and 300A information for the most recent full calendar year preceding the on-site evaluation (see alternative rate calculation methods in subparagraph I.G.2 below).

- a. The calculated DART and TRC rates will be compared against the most recently published Bureau of Labor Statistics (BLS) rates for the North American Industry Classification System (NAICS) code for the establishment.
- b. To qualify for CHASE, the establishment's DART and TRC rates must be below the published BLS rates for that industry. See Appendix C, Annual Rate Calculation Method.
- c. Establishments that fall below the threshold for maintaining OSHA Forms 300 and 300A, and/or are in an industry exempt from maintaining these logs, must be able to provide relevant information and data to calculate injury and illness rates (i.e., DART and TRC rates) for their establishments, before being considered to participate in CHASE.

2. Alternative Rate Calculation Methods. The following alternative rate calculation methods are available for those employers whose calculated injury and illness rates are above the published BLS rates when the calculation method described in subparagraph I.G.1 above is used.

a. Assessing Injury and Illness Data for Three Calendar Years.

- i) Where the establishment has at least three (3) years of operating history, the DART and TRC rate calculations may be based on the OSHA Forms 300 and 300A information for the most recent three (3) full calendar years, preceding the on-site evaluation (i.e., three-year average).
- ii) To qualify for CHASE, the establishment's calculated three-year average DART and TRC rates must be below the most recently published BLS rates for that industry.
- iii) See Appendix D, Alternative Rate Calculation Methods, for the Three Calendar Years Rate Calculation Method.

b. Assessing Injury and Illness Data for Four Calendar Years. For CHASE participation requests (i.e., first time or renewal) that a single or a relatively small number of incidents would cause the employer to be disqualified from participating in CHASE, if the three calendar years rate calculation method (I.G.2.a) is used, DART and TRC rates may be calculated using the best three out of the four most recent full calendar years injury and illness data, preceding the on-site evaluation. This is a two-step process, described below.

- i. Firstly, the Consultation program must determine whether an establishment qualifies for the best three out of four calendar years calculation method by doing the following:

- a. Use the most recent employment statistics (i.e., hours worked at the establishment by all employees in the most recent calendar year, including overtime hours), to calculate the hypothetical TRC and DART rates for the establishment, assuming the establishment had **two** cases during the year;
- b. Compare the hypothetical rate to the most recently published three years of BLS combined injury and illness rates for the industry.
- c. If the hypothetical rate (based on two cases) is equal to or higher than any of the most recently published three years of BLS combined injury and illness rates for the industry, the establishment qualifies for the best three out of four years calculation method.
 - ii. Secondly, to qualify for CHASE, the calculated best three out of four years' incident rates (i.e., DART and TRC rates) for the establishment must be below the most recently published BLS rates for that industry.
 - iii. See Appendix D for the Best 3 Out of 4 Calendar Years Rate Calculation Method.

Sample 1 - CHASE Executive Summary

CHASE Executive Summary	
Contact Information	
Organization Name:	
Organization Type (e.g., private company, federal agency, association, etc.):	
Name:	
Title:	
Work Address:	
Phone Number:	
Visit Numbers Associated with this Summary:	
Fax Number:	
Email Address:	
Company Description	
<p>A description of the company, their size, what they do, make or sell, their operations, organization, facilities or equipment. Comment on any interactions with AKOSH during the previous three years and/or any recent history including mergers, growth or downsizing. Include significant information about the workforce (turnover, pace of work, mobile employees, permanent or temporary, demographic information, training levels, etc.).</p>	

Synopsis of the CHASE Process

A description of the CHASE process with this company, when it started, who was involved, what was accomplished. (Reference report numbers and dates of visits to create a clear picture of what the CHASE process entailed. Description shall be in chronological order.) Summarize the progress made by the company in terms of improvements made in the safety and health management system.

Claims Data

Completed DART data for the most recent three completed years. For companies that are renewing CHASE, add the new year and continue to accumulate the data. Describe any anomalies or trends noted in claims data, and discuss accident investigation procedures. If the rates are above the state average, justify the recommendation for CHASE approval.

Safety and Health Program Assessments

Describe the findings noted in the initial and final assessments of the company's safety and health management systems. Note areas of program improvement. Note program strengths as well as weaknesses.

Consultants Recommendations

Consultants statement verifying serious hazards were abated (or effective abatement plans in effect with interim protection in place with completion dates) and reason(s) why consultant(s) recommend this company be approved as (or to remain) a CHASE company.

Sample 2 - Consultation Chief Partnership Continuation Letter

Department of Labor and Workforce Development



THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

Labor Standards and Safety
Occupational Safety and Health
Consultation and Training

1251 Muldoon Road, Suite 109
Anchorage, AK 99504
Main: 907.269.4955
Fax: 907.269.3723

August 19, 2019

Company Name
Company Address
City, State Zip Code

RE: CHASE Blue/Gold/Flag Renewal

Dear Company Representative,

I am pleased to approve Company Name's continued participation in the Construction Health and Safety Excellence Program (CHASE).

Company Name has been working with the AKOSH Consultation and Training section to improve occupational safety and health conditions for your employees over the past # years. Our consultants have conducted comprehensive evaluations on your annual data and verified that your company continues to meet CHASE Blue/Gold/Flag eligibility criteria. From the beginning, you have exhibited commitment and hard work toward this goal and the recommendations our consultants made were received freely and implemented to the effect of enhancing your program. We congratulate you for the positive attitude related to safety and health exhibited by you and your employees.

If you have questions or need assistance, Bradley Buechner of the Anchorage OSH office is your contact person. He can be reached at (907) 269-4953 or Bradley.Buechner@alaska.gov. By March 1st of each year, please send him a copy of the OSHA 300 and 300A log summary which includes the injury and illness numbers and rates, the total hours worked, and the average annual employment. Also, include documentation as set forth in the CHASE Partnership Program Manual, section I.7.

Congratulations for your hard work and dedication to the principles embodied in CHASE. I wish you and your employees continued success in your safety and health efforts.

Sincerely,

Elaine Banda

Elaine Banda, B.A., M.Ed.
Chief of Consultation and Training

Sample 3 – Chief of Consultation CHASE Approval Letter



THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

Department of Labor and Workforce
Development

Labor Standards and Safety
Occupational Safety and Health
Consultation and Training

1251 Muldoon Road, Suite 109
Anchorage, AK 99504
Main: 907.269.4955
Fax: 907.269.3723

Month Day, Year

Company Name/Company Representative
Company Address
City, State Zip Code

RE: CHASE Blue/Gold/Flag Approval

Dear Company Representative

In recognition of the Commissioner's approval of your organization into CHASE at the Blue/Gold/Flag level, I'd like to congratulate you on this great achievement.

Your CHASE Blue/Gold/Flag approval shows the strength of your commitment to having a safe and healthy workplace. Your ongoing work to improve your safety and health program demonstrates this commitment and sets a role model for others. We encourage you to share what you have learned with other employers to assist them in growing their safety culture.

If you have questions or need assistance, contact , Bradley Buechner at (907) 269-4953 or by email at Bradley.Buechner@alaska.gov. By March 1st of each year, please send him a copy of the OSHA 300 and 300A log summary which includes the injury and illness numbers and rates, the total hours worked, and the average annual employment. Also include documentation as set forth in the CHASE Partnership Program Manual, section I.7 to:

Bradley Buechner, CHASE Coordinator
Alaska Department of Labor & Workforce Development
Division of Labor Standards & Safety
Occupational Safety and Health
1251 Muldoon Road, Suite 109
Anchorage, AK 99504

Mr. Buechner will be working with your staff on specifics for the CHASE Blue/Gold/Flag certificate delivery.

Congratulations for your hard work and dedication to the principles embodied in CHASE. I wish you and your employees continued success in your safety and health efforts.

Sincerely,

Elaine Banda

Elaine Banda, B.A., M.Ed.
Chief of Consultation and Training

Sample 4 - Director Recommendation Letter

MEMORANDUM

DEPARTMENT OF LABOR

STATE OF ALASKA

Labor Standards & Safety Division

TO: Tanya Keith,
LSS Director

DATE: Month Day, Year

THRU: Elaine Banda, B.A., M Ed.
Chief of Consultation and Training

PHONE: (907) 269-4900

FROM: Michl Wallace
Assistant Chief of Consultation and Training

SUBJECT: Recommendation for CHASE
Partnership Blue/Gold/Flag Level

Dear Commissioner,

I recommend approving **Company Name** into the Alaska Occupational Safety and Health (AKOSH) Construction Health and Safety Excellence (CHASE) Partnership Program at the **Blue/Gold/Flag** Level.

A comprehensive evaluation of the company's health and safety management system as well as injury and illness records was conducted on **Month Day, Year**. We have determined that **Company Name** satisfies the qualification requirements for participation in the program as specified by the AKOSH Program Directive #04-03.

The employer has implemented and maintained a safety and health program that addresses all elements of the OSHA safety and health management guidelines. When approved, **Company Name** will be placed on a lower priority for general scheduled Enforcement inspections for five years, as long as the employer meet and maintains the partnership requirements. Participation in CHASE program does not diminish any of the rights and responsibilities provided to employees by the Occupational Safety and Health Act of 1970. Employee complaints, imminent danger, fatalities, and catastrophes could result in an AKOSH enforcement inspection.

The employer fully understands their obligation to provide employees with safety and health protection and is fully committed to further this obligation as a participant in the CHASE program.

Sincerely,

Elaine Banda

Elaine Banda, B.A., M.Ed.
Chief of Consultation and Training

Sample 5 - Director Congratulatory Letter



THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

Department of Labor and Workforce Development

Office of the Commissioner

PO Box 111149
Juneau, Alaska 99811
Main: 907.465.2700

Month Day, Year

Company Name

Company Representative Name

Company Address

City, AK Zip Code

RE: CHASE Blue/Gold/Flag Approval

Dear Company Representative

I am pleased to approve Company Name in City, Alaska to the Alaska Occupational Safety and Health (AKOSH) Construction Health and Safety Excellence (CHASE) Program.

Company Name has been working with the AKOSH Consultation and Training section to improve occupational safety and health conditions. AKOSH consultants conducted a comprehensive safety and health evaluation on Month Day, Year and verified the site meets the CHASE Blue/Gold/Flag eligibility criteria. On Month Day, Year the site was accepted into the Alaska CHASE for five years. From the beginning, you have exhibited commitment and hard work toward this goal and freely implemented recommendations to enhance your program. Thank you for the positive attitude related to safety and health exhibited by you and your employees.

Participation in CHASE does not, of course, diminish any of the rights and responsibilities provided to you and your employees by the Occupational Safety and Health Act of 1970. Although your company will be placed on a lower priority general scheduled inspection list for enforcement from the date of this letter, employee complaints, fatalities or catastrophes, and significant chemical leaks or spills at your site will still result in normal AKOSH Enforcement activities.

Again, congratulations for your hard work and dedication to the principles embodied in CHASE. I wish you and your employees continued success in your safety and health efforts.

Sincerely,

Tanya Keith
LSS Director

SAMPLE 6 - CHASE - Case File Check List

Document	In Case File
1. Case File Check List	
2. Partnership Application <i>Application: The participating construction contractor must submit the following documents:</i> <ol style="list-style-type: none"> a) Appendix E Partnership Application b) Appendix B Employer Self-Evaluation Checklist c) Appendix C Partnership Agreement d) Commitment Letter e) OSHA 300 logs for the last three years and a comparison with the national average f) Copies of any written safety/health programs g) Copies of any program implementation documents 	
3. Original Visit Request	
4. Enforcement Search	
5. Business License	
6. Full Service Safety and Health Visit Reports with Form 33	
7. Executive Summary	
8. Commissioner Approval	
9. Press Release	
10. Banner Receipt	
11. Copy of Certificate	
12. Pictures	
13. Consultation Job Site Evaluations (For every CHASE visit)	

The Alaska Department of Labor
and Workforce Development
Occupational Safety and Health

This is to certify that

Company Name

*meets the requirements for the Construction Health and Safety Excellence
Program*

BLUE/GOLD/FLAG LEVEL

*and participation is hereby approved on Month Day, Year
ending Month Day, Year.*

Director of Labor Standard and Safety
Department of Labor and Workforce Development
State of Alaska

Safety & Health Management System: To be completed by employer or employer representative

- 1.) **Any changes made to Safety & Health policies and procedures since entering CHASE (self-assessment or AKOSH C&T recommendations:**

- 2.) **Additions or deletions to identified training requirements:**

- 3.) **Summary of employee safety & health incentive program / process to increase employee reporting of hazards and involvement in company safety & health program:**

Claims Data: Completed by Consultants using annual evaluation document submittals

Completed DART data for the most recent three completed years. For companies that are renewing CHASE, add the new year and continue to accumulate the data. Describe any anomalies or trends noted in claims data and discuss accident investigation procedures. If the rates are above the state average, justify the recommendation for CHASE approval:

Safety and Health Program Assessments: Completed by Consultants after review/update of Form 33 during renewal visit.

Describe the findings noted in the initial and final assessments of the company's safety and health management systems. Note areas of program improvement. Note program strengths as well as weaknesses and plans to improve:

Consultants Recommendations:

Consultants statement verifying serious hazards were abated (or effective abatement plans in effect with interim protection in place with completion dates) and reason(s) why consultant(s) recommend this company be approved as (or to remain) a CHASE company.

Sample 9- CHASE Visit Activity



CHASE Partnership Site



Labor Standards & Safety Division Occupational Safety & Health – Consultation 1-800-656-4972

CHASE BLUE
3 Months

CHASE GOLD
6 Months

CHASE FLAG
12 Months

NOTICE OF AKOSH CONSULTATION VISIT

(Post Prominently on the Job Site)

On this date: _____, consultant, _____, had a closing conference with this employer.

This employer, _____, at this site address, _____, agrees to adhere to the following CHASE SOP_005 to be able to have up to a three, six or twelve month exemption from general scheduled inspections.

(a) This is for members of the CHASE recognition and exemption program. When a CHASE member is the general contractor and receives a consultation visit, the entire worksite address is protected from both State (AKOSH) and federal enforcement inspections. However, when the CHASE member is a subcontractor, only the CHASE member's activities are protected from scheduled inspections, provided they are not the main employer responsible for creating hazards that could affect other contractors' workers. They shall be exempt from a general scheduled enforcement inspection for a period of up to three, six or twelve months after of the closing conference of a consultative on-site visit that covers all conditions and operations in the workplace, if the employer

(1) corrects all serious hazards identified by the consultant within the time agreed upon;

(2) posts a notice in the workplace that all hazards have been corrected;

(3) demonstrates that core elements of an effective safety and health program are in effect, and that any remaining elements of an effective safety and health program, as specified by the consultant, will be implemented within a reasonable, agreed-upon, time; and

CHASE PARTNERSHIP

(4) agrees to request a consultative visit if changes in working conditions or work processes occur which may introduce new hazards.

(b) This section does not provide an exemption from enforcement inspections conducted as a result of an employee complaint, an industrial accident, an **imminent danger or a referral**.

Employer requests exemption:

Employer: _____ Date: _____

Consultant: _____ Date: _____