ON-SITE CONSULTATION PROGRAM

WHAT IS THE ON-SITE CONSULTATION PROGRAM?

This program is offered by the New York State Department of Labor under a contract with the Federal Occupational Safety and Health Administration (OSHA) to help businesses provide a safe and healthful workplace. On-Site Consultation offers free professional assistance on safety and health issues to employers at their place of business.

WHAT ARE THE BENEFITS TO MY BUSINESS?

Workplace safety and health is a matter of great concern to businesses and workers. One workday injury can impose both direct and indirect costs. Beyond the pain, medical costs and lost time for workers, there are also adverse impacts on the business, the fiscal impact of increased workers' compensation costs and possible OSHA fines. Careful planning can prevent these problems.

HOW DOES THE ON-SITE CONSULTATION PROGRAM WORK?

Business owners can contact the Division of Safety and Health at the State Labor Department for help with workplace safety and health needs. The employer determines the scope and extent of the services we provide. Consultations are confidential and completely separate from OSHA enforcement activities. We do not issue fines or penalties if we find safety and health violations. Employers who receive a comprehensive consultation, correct the hazards and institute an effective safety and health program can be eligible for the Safety and Health Achievement Recognition Award (SHARP) and may receive a two-year exemption from a general scheduled OSHA inspection.

WHAT ARE MY OBLIGATIONS IF I PARTICIPATE?

There are no costs to the employer for the consultation. You must agree to eliminate serious hazards, if we find them, by following our recommendations. At unionized sites, employee representatives must participate in the review. You must post a "List of Hazards" and correction due dates.

ARE THERE OTHER SAFETY AND HEALTH PROGRAMS FOR BUSINESSES?

The Division of Safety and Health also offers training on a variety of OSHA-related subjects. Our staff will guide you through the steps required to create a safer, healthier work environment. We offer training sessions to help employers meet federal OSHA regulations, improve or institute workplace safety and health programs and reduce workplace injuries and illness. Training subjects include:

- Job hazard analysis
- Fall protection
- Lockout / tagout
- Hazard communication
- Record-keeping
- Accident prevention programs
- Accident investigation

HOW DO I APPLY?

If you would like an on-site consultation, a presentation for an employer group, or details about this program, you can: E-mail **onsiteconsultation@labor.ny.gov**, contact the nearest Labor Department office or call **1-888-4-NYSDOL**.

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.