

2009 VPPPA

BEST PRACTICES DIRECTORY

Models of Excellence in Worker Safety & Health



VOLUNTARY PROTECTION PROGRAMS PARTICIPANTS' ASSOCIATION, INC.



VPPPA Educational Events

The foundation of exceptional cooperative programs

Private VPP Application Workshop®

Hold a private VPP Application Workshop® tailored to your site. The workshop will guide you through the VPP application process.

You will:

- learn step-by-step how to put together the major components of a VPP application;
- learn how to properly write a VPP application by reviewing samples from VPP applications submitted by VPP Star worksites; and
- network with the speakers to learn and share best practices and new ideas.

To hold a private VPP Application Workshop® or for more information, please contact the Conference & Education Coordinator at (703) 761-1146 or Conference-Education@vpppa.org.

Strengthening Star Quality Workshop

You're a Star, but how do you maintain it? Reaching new heights of safety and health excellence is the primary aim of VPP. The Strengthening Star Quality (SSQ) Workshop can help you achieve these new heights.

The workshop will provide information on:

- what OSHA is looking for in your VPP re-approval;
- how other VPP worksites are maintaining the level of commitment to VPP;

- how VPP sites determine the measurable and intrinsic values of VPP;
- how to make the most of your annual evaluation; and
- what evaluation criteria are used to measure management leadership and commitment.

To hold an SSQ Workshop or for more information, please contact the Conference & Education Coordinator at (703) 761-1146 or Conference-Education@vpppa.org.

Webinars

VPPPA provides training throughout the year through educational webinars focused on pertinent safety and health issues. Since it is not always possible for employees to leave their worksite for a week or host a workshop at their site, the educational webinars are an excellent alternative. They are usually one-hour sessions and they provide a convenient way for the workforce to continue learning while on the job.

The webinars are offered as a members-only benefit with some webinars being free of charge.

Look for communication about future dates or check out the calendar of events at www.vpppa.org. For more information, please contact Conference-Education@vpppa.org.



**Voluntary Protection Programs
Participants' Association, Inc.**

Best Practices Directory

This directory is a service of the Voluntary Protection Programs Participants' Association, Inc. (VPPPA). It is intended to assist facilities as they improve their safety and health programs.

The selection of best practices listed in this directory is mainly based on Voluntary Protection Programs (VPP) onsite evaluation reports conducted by the Occupational Safety and Health Administration (OSHA), at the federal and state-plan level, and the Department of Energy (DOE).

The site contacts in this directory have consented to being listed and may be contacted for more information regarding the program or other elements at their facility.

For further information, please contact VPPPA at (703) 761-1146.

Need more assistance with your site's safety and health management system or applying to VPP? Take advantage of the VPPPA Mentoring Program. For more information, please refer to page 24 or contact VPPPA at (703) 761-1146 or e-mail Mentoring@vpppa.org.



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Abbreviations Key

The Best Practices Abbreviations Key will help you better understand the best practices. When reading through the best practices, you may encounter an abbreviation that you are not familiar with. You can reference this page to see the full meaning of the abbreviation.

5S – Sort, Straighten, Shine,
Standardize, Sustain

ACGIH® TLV® – American Conference of
Governmental Industrial Hygienists
Threshold Limit Value

AED – Automated External Defibrillator

BBS – Behavior-Based Safety

CPR – Cardiopulmonary Resuscitation

DART – Days Away Restricted or Transferred

DOE – Department of Energy

ECP – Energy Control Procedures

EHS – Environmental, Health and Safety

EMF – Electric and Magnetic Fields

EMR – Emergency Medical Response

EMT – Emergency Medical Technicians

ERT – Emergency Response Team

HAZOP – Hazard Operability

HIPAA – Health Insurance Portability
and Accountability Act

JHA – Job Hazard Analysis

JSA – Job Safety Analysis

LOTO – Lockout/Tagout

MSD – Musculoskeletal Disorder

NAICS – North American Industry
Classification System

OSHA – Occupational Safety
and Health Administration

PEG – Price/Earnings to Growth

PEL – Permissible Exposure Limits

PPE – Personal Protective Equipment

PSM – Process Safety Management

RN – Registered Nurse

SGE – Special Government Employee

SPOC – Safety Point of Contact

TCIR – Total Case Incident Rate

VPP – Voluntary Protection Programs

VPPPA – Voluntary Protection Programs
Participants' Association, Inc.

Accident Investigations

ABB, Inc

New Berlin, WI

The Accident and Near Miss Investigation Team objective is to investigate and determine root causes of accidents and near misses, inform appropriate person(s) and verify that preventive actions were completed. All accident and investigation reports are confidential HIPAA and are to be handled as such outside of the Accident and Near Miss Investigation Team.

Contact: Richard Bizek
(262) 785-3544
richard.c.bizek@us.abb.com

US Postal Service, Scranton Processing & Distribution Facility Scranton, PA

Accident boards consist of management and craft employees. The boards meet to discuss the accidents or near misses that occur on their respective tours. The board members interview employees who have had accidents and assist in providing training to them. They help in reviewing each accident to find the reason and offer solutions. The members also help in reviewing the JSAs that were involved in accidents.

Contact: Frederick Lidle
(570) 969-5134
frederick.e.lidle@usps.gov

Accountability

Butterball, LLC

Huntsville, AR

We have a Management Accountability program that is based upon 11 different criteria. All levels of management are included in the program.

Contact: Jim Gilbert
(479) 737-1084
jgilbert@butterball.com

General Electric Dover Product Plant Dover, OH

The Management Scorecard is a great tool to actively track supervisor involvement in safety and health and ensure accountability throughout management. The scorecard measures management on their

involvement in the different EHS programs (i.e. LOTO audits, PPE audits, H&S Framework score, etc.).

Contact: Chad Canerdy
(330) 364-0235
chadwick.canerdy@ge.com

John Zink Company LLC Tulsa, OK

At John Zink Company LLC, we believe one of the key factors of a good safety & health system is finding hazards before they become incidents. Our employees own our system and are very involved in all aspects. We hire and retain employees who believe they can work safely. Everyone is accountable from the president down. We track hazards through the completion or the repair cycle. EH&S is number one at our company.

Contact: Ed Barnaby
(978) 234-4701
ed.barnaby@johnzink.com

Kimberly-Clark Corp. Neenah, WI

Our cornerstone program is called "The 3 Obligations." Every employee and contract employee is expected to know and practice "The 3 Obligations." At one time over the course of the year, everyone in the mill has been quizzed to know what they are.

1. You have the right to refuse doing any task you feel is unsafe.
2. You are obligated to confront anyone if they are performing an unsafe act or a task not trained on.
3. You are obligated, if confronted, to stop the unsafe act immediately.

Contact: Donald Smith
(920) 721-4236
donsmith@kcc.com

PPL Corporation, Electric Utilities
Allentown, PA, Harrisburg, PA,
Lancaster, PA, Hazleton, PA, Lancaster,
PA, Montoursville, PA, Scranton, PA
Managers at PPL are accountable for safety results in their work groups. Results are reviewed quarterly and compensation is based on achieving goals. Bargaining unit employees are accountable through the annual appraisal process. The appraisal provides opportunities for coaching performance. In addition, PPL administers a

Responsible Behavior Program to address disciplinary issues, including safety behavior.

Contact: Robert Cook
(717) 560-2442
rjcook@pplweb.com

Behavior Programs

Idaho National Laboratory (INL), Battelle Energy Alliance Idaho Falls, ID

"Safety Observations Achieve Results" (SOAR) is a behavioral observation and feedback process. Employees routinely observe one another while performing work. A checklist guides the observer to focus on specific safety-related behaviors. There are general and job-specific checklists. The observer provides feedback to the individual being observed, noting both safe and at-risk behaviors. The observation checklists are collected and compiled and the collected data is graphically displayed. The data is analyzed to identify areas for follow-up action and improvement. The key purpose of the process is to increase safe behavior and decrease at-risk behavior. A team of employees manages the process. The observations are anonymous and no disciplinary action is administered as a result of an observation.

Contact: Bowen Huntsman
(208) 526-0388
bowen.huntsman@inl.gov

Communications

BP South Louisiana E&P Operations Lafayette, LA

Our Onshore Gulf Coast (OGC) EHS campaigns are being utilized throughout our OGC Operations as a way of heightening awareness on specific topics of focus. During these campaigns, which typically last one quarter, there are daily sharings with our BP employees and valued contract partners during our morning operations meetings. The delivery format is a PowerPoint presentation with typically one page of bytes/information for each day of the work week.

Contact: Randy Comeaux
(225) 637-4942
Randy.Comeaux@bp.com

GE Energy

Atlanta, GA

A vital part of VPP is keeping employees advised on all aspects of health and safety. This is accomplished through a weekly campus newsletter, a quarterly VPP newsletter, a Web site, VPP bulletin boards and banners throughout our campus, our corporate screensaver and table tents in our cafeteria. Our annual Health and Safety Fair also gives everyone on campus a chance to learn about health and safety from our VPP safety team, as well as many outside vendors.

Contact: Deann Colvin
(678) 844-6088
dean.colvin@ge.com

Idaho National Laboratory (INL), Battelle Energy Alliance

Idaho Falls, ID

Each month the laboratory has a safety theme. The “Monthly Safety Theme Portfolio” is a 5-prong approach to emphasizing the theme. The 5 prongs are: 1-page Supervisors’ Safety Brief to be shared at a staff meeting; safety theme poster to be posted on bulletin boards; safety theme table tent to be used on tables and desks, as appropriate; “Spotlight on Safety” is a pocket-sized card that is a summary of the safety brief; “SafetyWise Card” is a pocket-sized learning card that employees can complete and submit for participation in a monthly drawing. These 5 communications tools change each month so that what employees see and hear stays fresh on their minds. Employees receive credit for attending a safety meeting as they attend the Supervisors’ Safety Brief. Repetition is a key in our safety learning process.

Contact: Bowen Huntsman
(208) 526-0388
bowen.huntsman@inl.gov

Idaho National Laboratory (INL), Battelle Energy Alliance

Idaho Falls, ID

The “Safe Living” is an excellent tool for employees to contribute to the safety program. It is a 1-page document that is strategically posted at drinking fountains and rest rooms, taking advantage of frequently visited locations. Employees are encouraged to submit safety experiences and lessons learned which are published accordingly. Past topics include: “Winter

Driving Checklist”; “Food Safety is in Your Hands”; “Expect the Unexpected”; and “Slips and Falls in Winter Snow and Ice.” “Safe Living” is published every two weeks and is probably the most widely read document within the company.

Contact: Bowen Huntsman
(208) 526-0388
bowen.huntsman@inl.gov

Confined Space

BG Dighton Power

Dighton, MA

BG Dighton Power specifies how constant surveillance and barricades prevent unauthorized confined space entry. Our procedures specify how the site identifies and evaluates the hazards of each permit space before employees enter them and how the space will be isolated from energy sources, LOTO. Confined spaces subject to external hazards (vehicle, etc.) have barriers, to protect entrants from these hazards. Our surveillance coordinates entry operations between site personnel and contractors.

Contact: Robert Bach
(508) 669-5300 Ext. 104
robert.bach@bg-group.com

Consistent Safety Observation Process

Timber Products Company, Spectrum Division

White City, OR

In our safety observation program, we require every salaried person to “get out and look” at least twice each month. This keeps us aware of issues that may be developing. We also invite outside people to join us in these inspections to give us an objective analysis. Most of the time these tours produce awareness of hazards that we have walked by many times.

Contact: Mike Hill
(541) 826-2246 Ext. 319
mikeh@sor.timberproducts.com

Contractor Program

Cargill, Inc.

California, MO

Contractors are selected using a rigorous prequalification process. Items reviewed prior to selection include EMR, TCIR, DART and a written safety and health program. Cargill has an enforcement policy that includes a \$2,500 penalty for a safety violation.

Contact: Jeff Simon
(573) 796-7134
jeffrey_simon@cargill.com

General Electric Medical Systems

Warrensville Heights, OH

GE Medical Systems’ contractor selection process requires an annual completion of a qualification form, review of contractors’ programs, qualifications and NAICS rate. Contractors are periodically inspected and required to fix any safety issues immediately.

Contact: John Favaloro
(216) 510-8909
john.favaloro@ge.com

Monsanto Agricultural Sector – Waterman Research Facility

Waterman, IL

Our contractor program is made up of 12 Certified Monsanto Representatives (CMRs). These CMRs have been trained on specific procedures for qualifying and training contractors to perform work on our site. The CMRs have developed a step-by-step procedure for hiring contractors to make sure that all contractors used on site are qualified and approved. The CMRs are also responsible for contractor orientations and work in progress audits to assure we are using the best possible contractors.

Contact: John Robben
(815) 758-9460
john.r.robben@monsanto.com

PPL Corporation, Electric Utilities

**Allentown, PA, Harrisburg, PA,
Lancaster, PA, Hazleton, PA, Lancaster,
PA, Montoursville, PA, Scranton, PA**

Each contractor working for PPL is expected to have a documented safety program, communicate that program to employees and enforce the program. PPL manages contractor selection based on their safety program and results. PPL audits contractors a minimum of once per month. The company meets regularly with its

alliance contractors to review safety events. Poor safety performance can result in the contractor being removed from the approved list to work for PPL.

Contact: Robert Cook
(717) 560-2442
rjcook@pplweb.com

West Georgia Generating Company Thomaston, GA

The contractor process includes a qualification process with an annual or biennial e-qualification requirement determined by the level of risk associated with their work activities. Key elements include a documented safety program, requirements for documentation of completed safety training and certifications, development of pertinent safety plans and safety risk assessments, as well as a contractor permit-to-work program. EHS performance reviews may be held periodically.

Contact: William Oldham
(706) 647-1649 Ext. 0
bill.oldham@ge.com

Employee Involvement

American Packaging

Rochester, NY

American Packing Company (APC) produces safety training videos for its training programs. APC hourly employees act and direct to produce quality videos. Videos use employees doing real tasks on facility equipment within departments in the plant environment. Results have been an improvement in training retention, employee participation, involvement and ownership in the site safety program.

Contact: Thomas Ringelstetter
(585) 719-1564
tringelstetter@ampkcorp.com

BG Dighton Power

Dighton, MA

Management encourages all employees to participate in notifying of hazards. This is accomplished with the near miss program, safety suggestion program or through the safety committee. We have an employee volunteer safety committee that meets monthly. Employees are encouraged to speak about concerns or ideas they have.

Management has an open door policy and stresses the importance of reporting hazards with no assumption of reprisal. Hazard recognition and identification result in rewards.

Contact: Robert Bach
(508) 669-5300 Ext. 104
robert.bach@bg-group.com

Boeing Payload Services, The Boeing Company

Kennedy Space Center, FL

The site-specific implementation of commercial Boeing's Lean Academy, a 40-hour course in lean principles, is used to get employees involved. All managers and 75% of employees have completed this course. This has greatly aided in the management commitment and employee involvement VPP element. The level of engagement has produced excellence in execution of the 5S process in all areas. Their attention to detail was demonstrated through the pristine conditions found throughout the facility.

Contact: Dennis Dailey
(321) 867-6797
dennis.d.dailey@boeing.com

Chief Industries

Grand Island, NE

Safety representatives are required to do weekly rotating department inspections, be present during injury investigations and be a resource to all employees on the floor. Employees (production and office personnel) in the "Empowerment Team" meetings are responsible for recommending solutions to management for problems discussed at the monthly team meetings. The recommended solutions are discussed with safety representatives, VPP team members and management.

Contact: Randie Mendez
(308) 389-7390
randie.mendez@chiefind.com

ConocoPhillips Wood River Refinery Roxana, IL

The Joint Safety & Health Committee consists of representatives from the operating and craft unions, EHS department and management. The group helps in the development of health and safety programs and addresses safety concerns and suggestions. The group brings management and represented employees

together to promote health and safety in a cooperative manner.

Contact: Donald Johnson
(618) 255-2369
donald.p.johnson@conocophillips.com

ConocoPhillips – Downtown Bartlesville Bartlesville, OK

Employees are involved in many aspects of HSE which include: ergonomic assessor; medical response team; building captains; floor wardens; fire response team; behavioral based safety; office inspections; Downtown Bartlesville HSE Steering Committee; quarterly safety meetings; policies & procedures; training; ergonomics; housekeeping; VPP; and business unit safety teams.

Contact: Susan Wilkinson
(918) 661-0878
susan.wilkinson@conocophillips.com

DynMcDermott Petroleum Operations Plaquemine, LA

The site has extensive employee involvement through its employee safety goal program. Each employee must have at least one annual safety goal. About 70% of the employees' safety goals involve lab inspections, chemical inventory management and other routine safety monitoring tasks. Employees are also involved through an active near miss program with over 100 near misses reported annually.

Contact: Randy Rodriguez
(225) 692-6232
randy.rodriguez@spr.doe.gov

Exelon Nuclear, Braidwood Station Braceville, IL

The structure of Braidwood Station's Safety Committee and sub-committees was identified as a best practice by the VPP evaluation team. Typically a bargaining unit employee serves as the chairperson and a representative of management serves as a co-chair. The structure assures that committee activities are being addressed by the sub-committees for the station.

Contact: David Vescogni
(815) 417-2639
david.vescogni@exeloncorp.com

GE Energy

Atlanta, GA

A vital part of VPP is keeping employees advised on all aspects of health and safety. This is accomplished through a weekly campus newsletter, a quarterly VPP newsletter, a Web site, VPP bulletin boards and banners throughout our campus, our corporate screensaver and table tents in our cafeteria. Our annual Health and Safety Fair also gives everyone on campus a chance to learn about health and safety from our VPP safety team, as well as many outside vendors.

Contact: Deann Colvin
(678) 844-6088
dean.colvin@ge.com

GE Energy, Ceramic Composite Products, LLC

Newark, DE

All employees participate on a rotating basis in both: bi-monthly housekeeping teams and four-monthly two person safe behavior observation teams. The Plant Leader, EHS and Quality Leaders conduct weekly area tours which focus on: housekeeping, task observation and employee feedback/issues. Additionally, the site has a 7-member EHS Program Steering Committee and 6-member ergonomics team, both teams represent a cross section of employees.

Contact: John Leavy
(302) 631-1303
john.leavy@ge.com

General Electric Medical Systems Warrensville Heights, OH

80% of all employees participate in an EHS team, such as Emergency Response, First Aid, Safety Inspections, Accident Investigations, JSA, etc. Each shift has a safety team. 21 "element champions" bring true ownership of safety to the facility.

Contact: Mike Keimer
(216) 510-8909
michael.keimer@med.ge.com

Georgia-Pacific LLC, Cross City C-N-S

Cross City, FL

Georgia-Pacific Wood Products LLC Cross City CNS has 98% employee participation by joining committees, conducting inspections, observations, accident investigation, audits and safety recommendations; employees are encouraged to become "safety captains." Employees have contributed to Georgia-Pacific Wood Products LLC Cross City CNS 760 recordable free days.

Contact: Jacqueline Cornell
(352) 498-3355 Ext. 110522
jjcornel@gapac.com

Hasbro Games

East Longmeadow, MA

Hasbro Games has a comprehensive program of meaningful employee involvement with 250 employees actively participating and demonstrating their highly valuable problem solving skills in continuous improvement teams. Involvement examples include: committee members, trainers, auditors, inspectors, emergency responders, 5S teams, ergonomics teams, hazard analysis and procedures, SGEs and Green Mailbox suggestions.

Contact: John Popp
(413) 526-2491
jpopp@hasbro.com

Hilex Poly Company, LLC Milesburg, PA

Each employee has monthly safety objectives to complete, including online clarity training, stop observations and monthly safety audits, as well as involvement in other activities such as plant safety committees, crew safety sub-committees, safety projects, accident investigations, safety training, close call and first-aid reporting, safety pros, Hilex safety team members and ergonomic evaluation team members.

Contact: Jim Jordan
(814) 355-7410 Ext. 211
jim.jordan@hilaxpoly.com

Honeywell International, HSCE El Paso, TX

All Honeywell employees have the opportunity to join the VPP safety team. Daily safety walks are conducted by members of the VPP safety team (rotating weekly) along with regular employees (rotating daily; one per department). During bi-weekly safety talk meetings, employees are randomly selected to review one of the safety topics with the rest of the employees. Employees also volunteer to perform any safety installations or fixtures.

Contact: Elia Fernandez
(915) 858-4595
elia.fernandez@honeywell.com

Huber Engineered Woods, LLC Broken Bow, OK

Employees are involved with all aspects of the safety and health program. Our Coach Contact Program allows employees the opportunity to make a safety observation and enter it into a database via an automated form. The data shows time, area and observations for trending. Areas observed are changed by Safety/STAR members as required. The PBS program is championed by hourly employees and the AED program is 100% hourly employee owned. Safety/STAR also decides the PPE for the plant.

Contact: Ken Haynes
(580) 584-7931
wpkjh@huber.com

Idaho National Laboratory (INL), Battelle Energy Alliance Idaho Falls, ID

The passport process has been an excellent tool for involving employees. Passports are a practice-by-doing tool. The passport is usually a booklet, brochure or poster that provides an employee experience in demonstrating behaviors that contribute to an injury-free work environment. The employee has the opportunity to accomplish various safety and health activities over a pre-determined time frame. Examples of the activities are conducting inspections, mitigating unsafe conditions, performing peer observations, providing positive reinforcement and completing health promotion events such as walking 10,000 steps a day. Upon completion of the

various tasks, employees are recognized for their participation in the program. The primary benefit for participating is a heightened knowledge and experience with important safety skills that in anticipation will prevent a personal injury or an injury to a co-worker.

Contact: Bowen Huntsman
(208) 526-0388
bowen.huntsman@inl.gov

Johns Manville

McPherson, KS

Our employees have several means for involvement in our safety processes. We have 6 SAFE teams ranging from ergonomics to mobile equipment/pedestrian safety. These teams have been in existence for the past 5 years. We also have SPOC within each work group in the plant. The SPOCs facilitate monthly safety meetings, conduct hazard audits, coordinate with maintenance on safety work orders and lead daily safety huddles. Employee involvement is critical to our success.

Contact: Ryan Hubele
(620) 241-4811
hubeler@jm.com

Kimberly-Clark Corp.

Neenah, WI

Neenah Nonwovens Facility employees and contract labor employees are expected to be involved in safety. Everyone has access to an electric issue reporting system. All issues are reviewed daily in a production meeting with corrective actions assigned. Other areas of involvement are: investigations (incident/process loss), safety meetings, crew reps, task observations, safety audits, housekeeping inspections, monthly themes and ERT responsibilities. We measure incidents with 200% involvement.

Contact: Donald Smith
(920) 721-4236
donsmith@kcc.com

Marathon Petroleum Company, LLC

Garyville, LA

The Louisiana Refining Division emphasizes meaningful employee involvement through participation on committees, focus groups and hazard analysis. Employees also participate in a recognition program that acknowledges the participation of each employee in various safety, health, environmental, community and security programs. Our employee-driven BBS program reinforces the safety message through positive interaction with employees.

Contact: Heath Bittel
(985) 535-7473
habittel@MarathonPetroleum.com

Monsanto, Agricultural Sector

Matthews, MO

Monsanto's Matthews facility is committed to all-employee involvement in our company's safety programs. We take pride in assuming ownership for site-specific safety measures. Each employee is assigned a program with which she or he has had extensive experience and training. They are then responsible for: instructing all other employees on the safety topic; documenting all annual training on the safety topic; updating their training manual; and performing an annual inspection of the safety program. Employees are also involved in weekly toolbox safety meetings and have the opportunity to serve on an ergonomics team, a safety committee, a BBS team and a first responder's team. The Matthews facility is shut down once per year for an annual Safety Day. Prior to this event, every employee is assigned a safety program for review. Each employee then shares the components of their particular program with all other personnel in attendance. Lunch is served, door prizes are awarded and safety demonstrations are presented. The Matthews facility also has a highly successful Farm Safety 4 Just Kids chapter in operation. We were recently named "Chapter of the Year" for the United States and Canada.

Contact: Robert Cook
(573) 475-3032
robert.b.cook@monsanto.com

Monsanto Agricultural Sector – Waterman Research Facility Waterman, IL

The Safety Challenge is a way to increase employee involvement by recognizing employees for their safety efforts. During the challenge period, an employee or group of employees, receives a star for each safety activity completed. For example, when an employee writes a new JSA, they get a star. Another employee could ask about the written JSA and get a star. This increases the communication about safety at our site and increases the knowledge of our people. The employee with the most stars wins the challenge.

Contact: John Robben
(815) 758-9460
john.r.robben@monsanto.com

Occidental Chemical Corporation, Corporate Tower Headquarters

Dallas, TX

Electronic Safety Meetings: The safety committee prepares a Microsoft PowerPoint presentation on a variety of safety-related topics and distributes this information to managers and supervisors to disseminate to all employees. The slide presentation might contain interesting graphics, photos and sound. You can program the presentation so that it will transition automatically from one slide to another, or the host can narrate and control the speed of the slide transition. Other areas for employee involvement include: floor bulletin board safety topic submissions, floor emergency responder teams, safety suggestion/observation submittal program and monthly safety committee meetings.

Contact: Tom Siano
(972) 404-3857
Tom_Siano@oxy.com

PPL Corporation, Electric Utilities Allentown, PA, Harrisburg, PA, Lancaster, PA, Hazleton, PA, Lancaster, PA, Montoursville, PA, Scranton, PA

PPL uses a Protective Permit & Tag (P&T) System for all work that requires equipment to be safely de-energized. The system uses tags that identify the locked status of the equipment and the permit holder responsible for the permit. The P&T system

Employee Involvement

is administered by the System Operating Department. All employees must be trained on the energy control process and cleared to switch and hold permits. Annual refresher training on the ECP is held and tracked as mandated safety training.

Contact: Robert Cook
(717) 560-2442
rjcook@pplweb.com

Pratt & Whitney – HMI Metal Powders Clayville, NY

Employees demonstrate personal pride in striving for a safe workplace. They routinely participate in safety committees and lead the company's BBS program. Managers and cell leaders are held responsible for all safety and health in the workplace and are actively involved at this site. Personnel from this site have been actively involved in promoting VPP through the community, including mentoring at other workplaces. Employees have also participated in VPPA conferences.

Contact: Gerald Stewart
(315) 839-5421 Ext. 223
gerald.stewart@pw.utc.com

Rexam Home Personal Care Excelsior Springs, MO

There are several ways in which employees participate in the EHS program, including conducting monthly safety observations, creating job hazard analysis, EHS committee, 5S teams, CPR/first-aid volunteers, safety trainers, hazard reporting through written and verbal means and monthly safety audits.

Contact: Ross Akers
(816) 629-3319
akersrr@precisetech.com

Sherwin-Williams Distribution Service Center Effingham, IL

Several VPP teams are chaired by hourly employees, actively driving the overall safety process. Teams include culture change (encourages personal ownership of safety through behavior modification), equipment operation, hazard assessment (identifies and facilitates correction of physical hazards), suggestions (reviews/implements safety suggestions), incident investigation (discovers root cause and corrective action

to prevent recurrence) and training (reviews and updates training material).

Contact: Barbara Till
(217) 347-0333 Ext. 3026
barbara.j.till@sherwin.com

US Postal Service, Bluebonnet Station Austin, TX

Our site, Bluebonnet Station, has an employee team that works to "catch" employees working safely. When an employee is observed working safely, they get a card providing immediate feedback recognizing that safe act, which then gives them a chance for a prize at the weekly safety talk drawing. The observation team rotates quarterly, which allows for 40 people to be active participants in the safety program annually. We received a National VPP Best Practice Award from USPS in 2008.

Contact: Sandra Pruneda
(512) 834-0677
sandra.j.pruneda@usps.gov

US Postal Service, Centennial and Coffee Creek Stations Edmond, OK

All employees are involved in the safety program in a minimum of 3 different ways. They are listed on a personalized safety poster at their workstation. The assignments include JSA reviews, facility safety inspections, hazard surveys of parking lots/customer areas, monitoring contractors, conducting make-up emergency drills, training new employees on facility safety topics and first responders. Many are members of the various teams such as spill, evacuation, safety and health and VPP.

Contact: Barbara Kiespert
(408) 348-9104
barbara.j.kiespert@usps.gov

Ergonomics

ABB, Inc New Berlin, WI

The Ergo Team pulls together employees from all different departments, which plays a critical role in the success of an Ergo Program. The team designs a schedule of audits every month and is responsible for identifying, prioritizing, analyzing and

correcting ergonomic hazards or deficiencies in the workplace.

Contact: Richard Bizek
(262) 785-3544
richard.c.bizek@us.abb.com

Cargill Value Added Meats Waco, TX

Cargill Waco developed an Ergo Team from all areas of the operation. We performed risk ranking evaluations on all jobs. From risk ranking evaluations, ergonomic complaints of soreness and recordables we identified "at-risk" jobs. We developed administrative rotations for all jobs based on risk rankings of low, medium and high. We rotate from high level jobs to low or medium level jobs. We implemented as many engineering controls as possible. We continue to monitor the "at-risk" jobs and implement administrative and engineering controls with a goal of removing these jobs from the "at-risk" list and reduce their risk ranking numbers. We perform worksite analysis investigations on all ergo complaints. We implemented an Ergo Coordinator position to help monitor ramp-ins and rotations and all ergo opportunities. The Ergo Team meets on a monthly basis to track progress and initiate new efforts as needed.

Contact: Billy Gueringer
(254) 412-3437
Billy.Gueringer1@cargill.com

Cargill, Inc. California, MO

This site is implementing automation activation devices on the rotomatic machines by reducing reach requirements on the scaling belt. Cargill also utilizes aggressive job rotation in areas where rotation is necessary.

Contact: Jeff Simon
(573) 796-7134
jeffrey_simon@cargill.com

Chief Industries Grand Island, NE

All employees of Chief Custom/Correctional Products Division are dedicated to the Ergo Program, participating in stretching exercises. These exercises are provided by our local physical therapist and are done every morning by our office and production personnel. All office and production areas are evaluated on the

ergonomics of their job; any adjustments to equipment are made accordingly.

Contact: Randie Mendez
(308) 389-7390
randie.mendez@chiefind.com

ConocoPhillips-Downtown Bartlesville Bartlesville, OK

Our Ergonomic Assessment Program identifies and develops work processes that provide training, create awareness and provide proactive guidance. Daily and annual processes to seek assistance for workplace evaluations are available. Ergonomic resources are volunteer-trained by certified coordinators and distributed. An electronic solution is utilized to facilitate the end-to-end process, which includes surveys, assessments and adjustments are used during workstation evaluation.

Contact: Susan Wilkinson
(918) 661-0878
susan.wilkinson@conocophillips.com

DynMcDermott Petroleum Operations Plaquemine, LA

The ergonomics team manages the site's ergonomics program. They conduct biennial ergonomic evaluations and evaluate new employees. They also conduct project hazard assessment for new projects with high ergonomic risks. Working with the ergonomics team, an occupational therapist visits the site monthly for employee ergonomic consultations. Engineering design has also been used to eliminate many ergonomic risks. Job rotation and other administrative controls have proven to be effective tools.

Contact: Randy Rodriguez
(225) 692-6232
randy.rodriquez@spr.doe.gov

GE Energy Atlanta, GA

Creating an ergonomically sound home office work environment can be a challenge. One has to find the right chair, work surface and accessories that fit the available space and the approved price range. The Atlanta Team met that challenge for Energy's flex

time workers by evaluating and pre-selecting two product packages from an approved ergonomic supplier that met the team's selection criteria - the most important of which was to have equipment that could fit the 95 percentile.

Contact: Barbara Peck
(678) 844-6455
barbara.peck@ge.com

GE Energy, Ceramic Composite Products, LLC Newark, DE

Ceramic Composite Products trains a 6-member ergonomics team, representing a cross section of employees. The team meets twice a month. All ergonomic issues are entered into the Ergonomic Team Parking Lot and risk-ranked for priority. All ergonomic project information is maintained in a database with before and after pictures. All team members lead projects. Corrective actions are then entered into the tracking system for closure.

Contact: John Leavy
(302) 631-1303
john.leavy@ge.com

General Electric Appliances Decatur, AL

Our ergo motto is "Making Life Better by Making Jobs Better." We have 2 dedicated employees to follow and develop ergo solutions and continuous education of hourly Ergo Team members. We have a proactive Ergo Team conducting one-on-one audits of the work area. We utilize an Ergo Top Ten list to drive continuous reduction of high risk ergo design issues along with an Ergo Problem and Action List focusing on workstation issues.

Contact: Charles Crayton
(256) 552-1229
charles.crayton@ge.com

General Electric Dover Product Plant Dover, OH

The company fabricated 4 drum pushers for use in the heavy-end and large-draw area. The wire drums weigh between 180 and 220 pounds. Employees previously pushed and stopped the wire drums with

their feet. The drum pushers are a great ergonomic improvement, significantly reducing the awkward postures and forces needed to move the drums, and have greatly aided in controlling the wire drums, reducing the potential for injury.

Contact: Chad Canerdy
(330) 364-0235
chadwick.canerdy@ge.com

Hasbro Games East Longmeadow, MA

Hasbro Games' ergonomic process includes: 13 union/management ergonomics teams, an annual ergonomics teams conference, monthly team meetings, BLINK stretching program, REACH posture program, shoe in-sole program, Vision 3000 video-based analysis equipment and the completion of 40-50 ergonomics projects/year. We also provide ergonomics mentoring and outreach to VPP and non-VPP companies and annually present a Best Practice Presentation at the regional and national VPPA conferences.

Contact: John Popp
(413) 526-2491
jpopp@hasbro.com

Idaho National Laboratory (INL), Battelle Energy Alliance Idaho Falls, ID

Let's stretch! Each morning as employees arrive at work, groups congregate in aisle ways, corridors and conference rooms to begin their day with stretching. Stretching is an ongoing initiative to mitigate the potential for muscle/tendon sprains and strains both on and off the job. The Occupational Medical Organization has approved a series of 10 stretches that are suitable for the workplace and posters of these stretches are posted on the walls for employees to follow. Training for stretch leaders is held periodically so that they become catalysts for stretching in their various work areas. Stretching is often incorporated into pre-job briefings if a particular work task warrants the physical preparation and warm-up.

Contact: Bowen Huntsman
(208) 526-0388
bowen.huntsman@inl.gov

**Idaho National Laboratory (INL),
Battelle Energy Alliance**

Idaho Falls, ID

The Personal Blueprint is a tool that encourages every employee to assess areas of their body that they might personally feel are at risk for injury due to routine and repetitive job tasks. Based on the individual's self assessment, the Personal Blueprint provides detailed exercise routines that are scientifically proven to support, strengthen and improve joint function. The Blueprint is not a rehabilitation program, nor a cure for acute and/or serious chronic musculoskeletal disorders, but rather a comprehensive injury prevention program that empowers all employees to recognize, correct and prevent. We have been able to accomplish this by using a 3-tiered approach: 1) morning balance for joint ergonomics stability, 2) noontime stretch for joint range of motion and 3) evening strength for joint support. Each exercise routine should be completed in 10 minutes 3 times a day.

Contact: Bowen Huntsman

(208) 526-0388

bowen.huntsman@inl.gov

Knoll, Inc.

East Greenville, PA

Knoll's ergonomics program consists of the following processes: Knoll Ergonomic Safety and Health Analysis (KESHA), rotation and engineering. All 3 need to work together. The analysis is the foundation for identifying improvement opportunities, managing and resolving them. Some engineered material handling tools include pump scissor lift tables, swivel lifts, vacuum hoists, panel flippers, tug caddies and leather stretching.

Contact: Kenneth Mueller

(215) 679-1716

kmueller@knoll.com

Noramco/Johnson & Johnson

Athens, GA

The site's ergonomics program includes training for associates, managers and engineers on a 2-3 year rotation. The site ergonomics team is responsible for completing Ergo Job Analyzer tools on workstations and specific job tasks. The tools take into account frequency and exposure population to risk rank the tasks

and drive administrative and engineering controls. Early reporting of discomfort is a key aspect of the ergonomics program and gives us the opportunity to modify work practices quickly.

Contact: Steven Smith

(706) 353-4462

tsmith3@norus.jnj.com

**Occidental Chemical
Corporation, Corporate Tower
Headquarters**

Dallas, TX

Our ergonomic committee is comprised of volunteer representatives that offer ergonomic support for the floor on which they work. Each floor representative is trained in the technical aspects of hazard recognition and control for office ergonomics. Solutions are provided through the application of standardized office products and correct workstation techniques for job related tasks.

Workstation surveys and evaluations are conducted for all employees once every 3 years, when an employee moves work areas, when an employee is a new hire or through an employee request.

Contact: Tom Siano

(972) 404-3857

Tom.Siano@oxy.com

**Rexam Home Personal Care
Excelsior Springs, MO**

Engineering controls are always the first option considered when abating hazards. Such controls implemented are as follows: automation, cup counters, mechanical box lifts, skid lifts, adjustable conveyors and portable carts. Employees in the molding areas rotate job work stations daily. JHAs have been posted at each work station.

Contact: Ross Akers

(816) 629-3319

akersrr@precisetech.com

Steris Corporation

Mentor, OH

All full-time and temporary employees are trained in the identification of ergonomic risk factors and how to reduce or eliminate these risks. A comprehensive engineering initiative is the primary method of risk elimination. In one area where the ergonomic risk factors cannot be eliminated by engineering, a

comprehensive employee rotation plan is in place and is strictly adhered to. Additional administrative controls, JSAs and safe operating procedures are in place.

Contact: Mary Jo Drcar

(440) 357-2300

maryjo_drcar@steris.com

US Postal Service, Bethel Park

Bethel Park, PA

Frame clips prevent the wear and tear to a canvas liner by covering junctions on the wire hamper frames. Constant movement and welds wear through canvas liners. This clip maximizes the liner's life. We implemented and installed frame clips on our 42 canvas parcel hampers to protect the hands of the carriers. The letter carriers hold the edges of these hampers and move them from their carrier cases to the postal vehicle parking lot. This has been a great safety practice.

Contact: Cathleen Paduana

(412) 835-7129

cathleen.l.paduana@usps.gov

**US Postal Service,
Centennial and
Coffee Creek Stations
Edmond, OK**

All workstations have anti-fatigue mats. The large, deep, canvas hampers that are used to transport parcels and trays of mail have been fitted with a bungee system to raise the bottom of the hamper up as it is emptied to reduce the reach to the bottom. A powered tilter is provided for those employees that manually empty large wire containers of mail bringing their work closer to them. Podiums are supplied to shorter workers to reduce the reach to their mail casing equipment.

Contact: Barbara Kiespert

(408) 348-9104

barbara.j.kiespert@usps.gov

**Hazard Abatement
Committee**

**US Postal Service,
Scranton Processing &
Distribution Facility**

Scranton, PA

The committee consists of 2 management employees, 6 craft employees and 2

members of the PEG/Safety Team (both craft employees). The purpose is to give letter carriers an avenue to report hazards on the route and have them investigated and corrected in a timely manner. A form was developed and placed in holders in several locations throughout the office. The carrier fills out the form and gives it to other committees members in his/her area or the supervisor.

Contact: Frederick Lidle
(570) 969-5134
frederick.e.lidle@usps.gov

Hazard Analysis

BG Dighton Power Dighton, MA

We follow a 5-step process for hazard analysis: Step 1 • watch the work being done; Step 2 • break the job down into steps; Step 3 • describe the hazards in each step of the task; Step 4 • control measures; Step 5 • safe operating procedure. These are done to identify hazards for most of the jobs that are performed.

Contact: Robert Bach
(508) 669-5300 Ext. 104
robert.bach@bg-group.com

ConocoPhillips Wood River Refinery Roxana, IL

SHARE is a process for employees and contractors to "SHARE" safety and environmental good catch/near miss reports. An online computer system is utilized to submit SHARE reports. The report is automatically sent to the originator and area management. Area management is responsible for reviewing and taking any corrective actions. All SHARE reports and the associated findings are communicated to the entire refinery.

Contact: Donald Johnson
(618) 255-2369
donald.p.johnson@conocophillips.com

DynMcDermott Petroleum Operations Plaquemine, LA

The site has 5 primary tools for the pre-use analysis of worksite hazards. The ESH manager reviews all capital equipment expenditures. The chemical hygiene officer reviews all new hazardous chemical purchases. SOPs can review a safety task analysis section that outlines safety hazards for each work procedure. The hazard assessment team conducts a hazard assessment of new equipment and projects. The ergonomic team conducts a hazard assessment of new equipment and projects with ergonomic risks.

Contact: Randy Rodriguez
(225) 692-6232
randy.rodriquez@spr.doe.gov

General Electric Dover Product Plant Dover, OH

The Audit Committee, formerly the Housekeeping Committee, has divided the plant into 4 areas and completes weekly inspections of each area covering the entire plant each month. The committee finds and fixes problems incorporating plant personnel into the process.

Contact: Chad Canerdy
(330) 364-0235
chadwick.canerdy@ge.com

John Zink Company LLC Tulsa, OK

At John Zink Company LLC, we believe one of the key factors of a good safety & health system is finding hazards before they become incidents. Our employees own our system and are very involved in all aspects. We hire and retain employees who believe they can work safely. Everyone is accountable from the president down. We track hazards through the completion or the repair cycle. EH&S is number one at our company.

Contact: Ed Barnaby
(978) 234-4701
ed.barnaby@johnzink.com

National Enzyme Company Forsyth, MO

Employees at National Enzyme Company can report hazards directly to their supervisor/manager, a member of the safety team or through the e-mail system. Reports of hazards, no matter how minor, are accepted and all reports are investigated immediately.

Contact: Carol Schwartzkopf
(417) 546-8013
carol@nzimes.com

PPL Corporation, Electric Utilities

Allentown, PA, Harrisburg, PA, Lancaster, PA, Hazleton, PA, Lancaster, PA, Montoursville, PA, Scranton, PA

PPL identifies baseline hazards through sampling programs such as air monitoring, sound level readings, ergonomic evaluations, EMF evaluations, water quality testing and light level readings. The company also maintains a series of specific department instructions and JSA's that identify hazards associated with a variety of work tasks that employees will be subjected to in their jobs. Pre-job field inspections and job site tailboard reviews assure that employees are aware of hazards on the job.

Contact: Robert Cook
(717) 560-2442
rjcook@pplweb.com

Wyeth Pharmaceuticals Pearl River, NY

The EHS Department at Wyeth Pearl River reviews all standard operating procedures, batch records, standard operating instructions and standard testing methods and incorporates the appropriate safety information into these documents. Much of the safety information would normally be found in a JHA. By incorporating this information into these documents, it ensures that the employees have the safety information embedded into the documents that they use every day to do their jobs.

Contact: Susan Rera
(845) 602-2582
reras@wyeth.com

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STRETCH YOUR BRAND THROUGH VPPPA MARKETING OPPORTUNITIES

**ROUNDING UP
25 YEARS**

VPPPA • SAN ANTONIO, TX • AUGUST 24-27, 2009

**VPPPA invites you to become a
sponsor for our silver anniversary
conference - Rounding Up 25 Years!**

VPPPA sponsorship opportunities are tailored to fit any budget. VPPPA Expo 09 exhibitors and/or members of the association (except Affiliate members not exhibiting), can select from a comprehensive range of sponsorship opportunities and levels.

2009 SPONSORSHIP OPPORTUNITIES

Monetary Contributions

- ★ Aisle Signs
- ★ Customized Hotel Guest Room Key Card
- ★ Customized Pillar Wrap
- ★ Customized Standalone Directional
- ★ Cyber Café
- ★ Early Morning Coffee & Juice
- ★ Flyers
- ★ Lanyards
- ★ Luncheons
- ★ Networking Beverage Breaks
- ★ Receptions
- ★ Speakers
- ★ Sports Water Bottles
- ★ Tote Bags

IN-KIND CONTRIBUTIONS

- ★ Drawing Prizes
- ★ T-Shirts
- ★ Attendee Gifts
- ★ Door Prizes/Raffle Items

ADVERTISING OPPORTUNITIES

Advertise in one or both of VPPPA's conference programs, featuring detailed workshop descriptions, conference agenda, speakers, VPPPA Expo 09 directory, registration and hotel information.

Advance Program: mailed out in May to the entire membership, government officials, nonmember individuals and companies that have joined VPPPA's mailing list.

Insertion Deadline: 2/27/2009
Artwork Due: 3/13/2009

Onsite Program: distributed onsite to all conference attendees.

Insertion Deadline: 6/2/2009
Artwork Due: 6/10/2009

SPONSORSHIP LEVELS

The total dollar amount of sponsorships, including paid advertisements in conference programs, designates the sponsorship levels listed below.

- Contributor (\$100-\$999)
- Bronze Level Sponsor (\$1,000-\$2,499)
- Silver Level Sponsor (\$2,500-\$4,999)
- Gold Level Sponsor (\$5,000-\$7,499)
- Platinum Level Sponsor (\$7,500-\$9,999)
- Diamond Level Sponsor (\$10,000-ABOVE)

BENEFITS

- ★ Recognized in VPPPA's *Annual Report* and conference programs
- ★ Listed on the VPPPA Web site with a link to your company Web site
- ★ First right of refusal on the same sponsorship opportunity the following year
- ★ Highlighted during the opening session
- ★ Recognized on conference signage



6TH ANNUAL SITE-GET-A-SITE CAMPAIGN

Help build a bigger and stronger association while spreading the good news about the benefits of VPPPA.

For every new site you recruit to join VPPPA until June 30, 2009, your name will be entered into a drawing for a chance to win a complimentary membership for the 2010 calendar year.

Be sure your name, site name, city and state are listed in the “referral section” on the new member site(s) application form at the time of submission.

New members can sign up online or download a 2009 application form at www.vpppa.org.

Reasons to participate in the recruitment efforts:

- Strengthen VPPPA network by linking new sites to the premier association focusing on VPP.
- Help improve and increase your local networking opportunities with the 5% of your membership dues that will go back to your regional chapter.
- Receive recognition for your recruitment efforts in the 2009 Summer issue of *The Leader*.

Recruitment tips:

- Identify potential members who can be any sites interested in maintaining or improving their safety and health management systems.
- Know your member benefits and highlight the benefits that the potential member will find most useful.
- Share your experiences from VPPPA events and convey the networking and educational opportunities offered by the association.
- The VPPPA Web site has valuable information for prospective members. Refer them to the site for additional information and to fill out their membership application.
- Everyone gets busy and your prospective member could simply have forgotten to send in their application. Follow up by calling or dropping an e-mail.

VPPPA is your network of peers ...help build a bigger and stronger association!



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Hazard Tracking

Butterball, LLC Huntsville, AR

We utilize a Process Improvement Program in which hazards are identified, issued a work order, prioritized, issued to a responsible person and tracked until completion.

Contact: Jim Gilbert
(479) 737-1084
jgilbert@butterball.com

Chief Industries

Grand Island, NE

The Hazard Identification Corrective Action (HICA) form is initiated when a hazard is identified. Employees are encouraged to document the hazards that they identify on a HICA form. The HICA form is then numbered, documented in a spreadsheet and distributed to the safety manager, maintenance and area supervisor. The hazard is photographed and electronically hyperlinked to the HICA spreadsheet for tracking purposes.

Contact: Randie Mendez
(308) 389-7390
randie.mendez@chiefind.com

General Electric Dover Product Plant

Dover, OH

The company's "Hazard Spotter" program includes all employees who are able to report what they see as a possible hazard. They are all turned in to the EHS manager who logs them into the company's Power Suite computer program, assigns them for corrective actions and then tracks them to completion.

Contact: Chad Canerdy
(330) 364-0235
chadwick.canerdy@ge.com

Hasbro Games

East Longmeadow, MA

Hasbro Games utilizes an in-house developed intranet database application to communicate and track completion of preventative and corrective actions. The database enables detailed trend analysis to be conducted. Employees are encouraged and empowered to report hazards. The

hazards are evaluated and prioritized for corrective action completion.

Contact: John Popp
(413) 526-2491
jpopp@hasbro.com

PPL Corporation, Electric Utilities

Allentown, PA, Harrisburg, PA, Lancaster, PA, Hazleton, PA, Lancaster, PA, Montoursville, PA, Scranton, PA

All members of the regional VPP team are trained in a hazard awareness course that is based on the OSHA 10-hour General Industry Course. Hazards identified by the VPP team or other employees are tracked in an internally developed Opportunity Tracking System. Hazards are entered into the system and assigned a responsible party. That individual gets an immediate e-mail with the hazard identified and a due date based on the critical nature of the finding.

Contact: Robert Cook
(717) 560-2442
rjcook@pplweb.com

US Postal Service

Bryan, TX

Hazards are reported by a Hazard Form 1767, a local form, in writing and verbally. They are all assigned a number and logged into 1 of 2 logs. It includes the date reported, who reported it, location, description, action statement and abatement date. The employee receives a written update including abatement. Just over 600 items were reported for FY08 with 97% being abated as of September 30, 2008.

Contact: Kenneth Spencer
(979) 774-2315
Kenneth.a.spencer@usps.gov

Housekeeping

Honeywell International, HSCE El Paso, TX

Every employee is committed to maintaining good housekeeping in our facility. 5S Six Sigma is implemented and warehouse employees are assigned an aisle to sweep and maintain. Daily safety walks are performed by employees, which contributes to maintaining our

housekeeping. Management has even been spotted picking up debris off the floor.

Contact: Elia Fernandez
(915) 858-4595
elia.fernandez@honeywell.com

Pratt & Whitney – HMI Metal Powders Clayville, NY

Employees show a strong awareness of the relationship between a clean and neat workplace and safety. Employees take extra steps to ensure that slips, trips and falls do not occur in their work cells. All tools and equipment are properly stored and secured. Machinery is kept clean and free of excess oils and lubricants. Floor surfaces routinely and frequently swept and mopped. The machine shop is exceptionally well maintained, which carries through to all areas of the plant.

Contact: Gerald Stewart
(315) 839-5421 Ext. 223
gerald.stewart@pw.utc.com

Incident Investigations

American Packaging Rochester, NY

All incidents and near misses, identified as an OSHA recordable, are investigated by using the Technique of Operations Review (TOR) process to drive to the root cause. Results are tracked at the safety committee meetings until closed. Every six months, selected closed investigations are audited by a group of hourly and salaried employees to verify that the corrective action is still in place, working as published and recommending improvements. Audit information is reviewed at the safety committee meeting.

Contact: Thomas Ringelstetter
(585) 719-1564
tringelstetter@ampkcorp.com

Pratt & Whitney – HMI Metal Powders

Clayville, NY

The investigation procedures are well written and have the flexibility to allow for immediate intervention if required. A best practice identified by the team was the use of an “Incident Investigation Questionnaire” for the employee involved with the incident. This form is filled out following the completion of corrective actions to determine the adequacy of those actions once they are in place and tested.

Contact: Gerald Stewart
(315) 839-5421 Ext. 223
gerald.stewart@pw.utc.com

Timber Products Company, Spectrum Division

White City, OR

Accident, incident and near miss investigations are used to determine if problems or trends are appearing in different areas of the plant. The results of these investigations are used to evaluate JHA's and other programs to identify deficiencies that may need to be corrected. For instance, after multiple soft tissue injuries began to surface on a machine center, we redesigned the line, which engineered out all of the physical handling of products.

Contact: Mike Hill
(541) 826-2246 Ext. 319
mikeh@sor.timberproducts.com

Industrial Hygiene

Butterball, LLC

Huntsville, AR

We have conducted a baseline IH survey. We perform in-house audiometric and lighting surveys.

Contact: Jim Gilbert
(479) 737-1084
jgilbert@butterball.com

National Enzyme Company

Forsyth, MO

The industrial hygiene program is excellent. Although permissible exposure limits do not exceed the standard for both nuisance dust and noise, employees are still required

to wear PPE in specified areas, which goes beyond OSHA standards.

Contact: Carol Schwartzkopf
(417) 546-8013
carol@nzimes.com

Solutia, Inc.

Gonzalez, FL

The site utilizes a tiered approach to industrial hygiene assessments beginning with qualitative assessments of all chemical and physical hazards. These are evaluated on the basis of hazard and exposure potential to develop a plan for quantitative assessments. The annual sampling plan targets both job task and full-shift sampling for potentially exposed groups in each department. Results are compared to ACGIH TLVs and internal company limits which are generally below OSHA PELs.

Contact: Janet Noble
(850) 968-7000
jsnobl@solutia.com

Steris Corporation

Mentor, OH

Full shift air and noise monitoring is conducted annually to ensure that adequate assessments are done. A posted matrix of required areas and contaminants to be monitored is maintained so all employees are aware of potential hazards as well as the results of each monitoring. Upon receipt of the results of each year's monitoring, an all-employee meeting is scheduled to review the results and answer any questions.

Contact: Mary Jo Drcar
(440) 357-2300
maryjo_drcar@steris.com

Veolia Environmental Services – Montenay Islip, Inc.

Ronkonkoma, NY

Air samples are collected throughout the year to determine air quality within the fuel gas path and during normal operations where contaminant exposure may occur while performing routine tasks. The air sampling results are used to communicate the potential air quality hazards to employees (facility and contractor) and to evaluate our current respiratory protection program. In addition to air quality, hearing

conservation is also stressed in the facility's industrial hygiene programs.

Contact: Thomas McClintock
(631) 471-7800
tom.mcclintock@veoliaes.com

Inspections

Emerson Process – Fisher Controls International Sherman, TX

Inspections at Sherman are a way to verify conformance to our safe work practices to maintain our culture. Multiple teams are organized with personnel from management, safety committee members, as well as a rotating schedule of production staff. They all participate in multiple weekly, monthly and quarterly site inspections. We also undergo annual divisional and corporate audits giving us “a fresh set of eyes.” Our PSM program is top notch and a vital part of our inspection program.

Contact: Ramiro Pesina
(903) 868-3306
ramiro.pesina@emersonprocess.com

JSA

ConocoPhillips Wood River Refinery

Roxana, IL

Operators authorize all maintenance work performed in operating areas. Generally, 3 types of permits are issued to authorize: departmental safe work permits; hot work permits; and confined space entry permits. The operator and craftsman must be in agreement on permit requirements and are required to make a joint job site visit (pre-job site walkthrough) prior to issuing written permits.

Contact: Donald Johnson
(618) 255-2369
donald.p.johnson@conocophillips.com

Entergy Louisiana, LLC Destrehan, LA

At Entergy, our Pre-Job Analysis is referred to as a JSA. This process looks at a task and

identifies the basic job steps required to perform it. Once the steps are known, hazards and potential hazards associated with the completion of these steps are identified. Once the hazards are known, recommendations to eliminate or reduce the potential hazards are identified, captured and discussed. There are 10 key thought-provoking elements used to help support this process.

Contact: David Brumfield
(985) 725-7624
dbrumfi@entergy.com

GE Energy

Atlanta, GA

The Sticky Dot Patrol is a fun way to perform a pre-inspection of a work area and engage everyone in cleaning up and preparing the work area for the quarterly VPP inspection. If an employee/contractor's workspace can be improved, a red sticky dot is placed on the telephone and a defect checklist (boxes, clutter, old computer equipment, etc.) is left for the worker. The objective is to create competition among the floors for the best or most improved floor at the Atlanta HQ.

Contact: Mark Deal
(678) 844-5474
mark.deal@ge.com

Ontelaunee Power Operating Company

Reading, PA

Whenever a non-routine task is to be performed by either a plant or contract employee, the person in charge conducts a tailgate safety meeting. The items to be discussed include: work procedures; PPE; LOTO; and any special precautions. The meeting is documented and attendees sign a sign-in sheet. The attendees are free to voice their opinions and concerns during the tailgate meeting.

Contact: Greg Wilhelm
(610) 916-6554
Greg.Wilhelm@dynegy.com

Lockout/Tagout

BG Dighton Power

Dighton, MA

Individual LOTO try and Temporary Lift/in Test are each conducted. Energy isolation procedures for all systems for removal and restoration are also conducted. There is a verification of the tags and locks and every apparatus is locked and tagged. Our program has a higher element by trying to start the device through the try function to verify that every source has been energized or isolated.

Contact: Robert Bach
(508) 669-5300 Ext. 104
robert.bach@bg-group.com

Butterball, LLC

Huntsville, AR

We have machine specific lockout procedures in place, which are posted on each piece of equipment. They are complete with digital photographs of lockout points and main disconnects.

Contact: Jim Gilbert
(479) 737-1084
jgilbert@butterball.com

C. R. Meyer

Oshkosh, WI

We follow a 6-step process: 1. Prepare for shutdown and notify all affected personnel. 2. Locate and isolate all energy sources. 3. Place lock and tag on energy controls. 4. Test the operating controls to be sure the energy has been released or controlled. 5. Put the operating controls back into the "off" position. 6. Perform necessary service or maintenance.

Contact: Fred Rideout
(920) 267-4937
frideout@crmeyer.com

NRG Texas, T.H. Wharton Power Plant

Houston, TX

The Equipment Specific Isolation Procedure (ESIP) is a key part of our LOTO system. The ESIP serves as an isolation standard and as a review checklist for those performing equipment isolation and equipment maintenance. The ESIP ensures

all hazards related to previously identified job tasks are locked, tagged and verified to be safe by operations and then by maintenance personnel. The procedures are under constant review to ensure their accuracy and effectiveness.

Contact: Billy Merritt
(281) 897-2668
billy.merritt@nrgenergy.com

National Enzyme Company

Forsyth, MO

The annual LOTO audit is a comprehensive review of each piece of equipment. Most recently, equipment specific color photos were added to the LOTO procedural cards for visual recognition. The audit not only verifies the accuracy of the lockout procedure but also provides another opportunity to review the LOTO procedure with employees.

Contact: Carol Schwartzkopf
(417) 546-8013
carol@nzimes.com

PPL Corporation, Electric Utilities

Allentown, PA, Harrisburg, PA,
Lancaster, PA, Hazleton, PA, Lancaster,
PA, Montoursville, PA, Scranton, PA

PPL uses a Protective Permit and Tag (PP&T) System for all work that requires equipment to be safely de-energized. The system uses tags that identify the locked status of the equipment and the permit holder responsible for the permit. The PP&T system is administered by the system operating department. All employees must be trained on the energy control process and cleared to switch and hold permits. Annual refresher training on the Energy Control Process (ECP) is held and tracked as mandated safety training.

Contact: Robert Cook
(717) 560-2442
rjcook@pplweb.com

Machine Guarding

National Enzyme Company

Forsyth, MO

All machines/equipment are well guarded. Pinch points, in-running nip points and all power transmission apparatus are enclosed.

Much of the equipment also has interlocks on the grounds.

Contact: Carol Schwartzkopf
(417) 546-8013
carol@nzimes.com

Management Commitment

American Packaging Rochester, NY

American Packaging Company (APC) includes safety as a key element of the business plan; established annually, reviewed monthly, communicated to employees quarterly. Scorecards are used for tracking, capital is budgeted for safety improvements and employee input is encouraged. Employees are involved in incident investigations and improvement teams, audits, inspections, hazard assessments and routine safety observations with corrective actions. Safety sub-teams with hourly employees report to the Safety Committee monthly.

Contact: Thomas Ringelstetter
(585) 719-1564
tringelstetter@ampkcorp.com

DynMcDermott Petroleum Operations Plaquemine, LA

Safety leadership is demonstrated by management representation on site safety committees and teams and incorporating safety as the first business item in all site, leadership and team meetings. The site director and team leads are accountable for meeting site performance on the safety index, a cross-site comparison of safety performance criteria. Employees are accountable for meeting their individual safety goals.

Contact: Randy Rodriguez
(225) 692-6232
randy.rodriquez@spr.doe.gov

Idaho National Laboratory (INL), Battelle Energy Alliance Idaho Falls, ID

INL's safety program is a great way to encourage a safety information exchange between company senior management,

union leadership and the regulatory agency (i.e. DOE) through Union Safety Summits. Quarterly, this leadership group comes together in a roundtable to discuss and resolve safety issues concerning the workers. Safety is the only topic of discussion. The union safety and health representative conducts the Union Safety Summit following a published agenda. The Union Safety Summit has provided the opportunity for all parties involved to sign a "Statement of Endorsement" to sustain all efforts to achieve and maintain VPP Star status at the site. This leadership group is committed to providing a safe and healthy work environment that enhances the quality of life for individuals, families and the community.

Contact: Bowen Huntsman
(208) 526-0388
bowen.huntsman@inl.gov

National Enzyme Company (NEC) Forsyth, MO

Management at NEC fully supports the safety and health program. Compliance with all safety and health policies is expected from every employee and is emphasized in annual employee evaluations. Extending the safety culture off-site, employees are encouraged to take home safety glasses and ear protection for personal use. NEC has hosted various workshops inviting local businesses and regional VPP sites to attend. Management and employees share the responsibility of safety at NEC and work together to ensure a safe work environment.

Contact: Carol Schwartzkopf
(417) 546-8013
carol@nzimes.com

Medical Program

ConocoPhillips – Downtown Bartlesville Bartlesville, OK

Our medical program for the office is two-tiered: a MRT and a fully staffed on-site medical clinic. The MRT and medical staff are trained in first response protocols and identified in the site emergency plan. Services include medical surveillance exams, physicals for required personnel and proactive vaccinations (i.e. flu and allergy).

The volunteer MRTs are strategically placed for first response in less than one minute.

Contact: Susan Wilkinson
(918) 661-0878
susan.wilkinson@conocophillips.com

Georgia-Pacific LLC, Cross City C-N-S Cross City, FL

At Georgia-Pacific Wood Products LLC Cross City CNS 78 employees are trained in first aid, CPR, AED and bloodborne pathogens. All of these employees are part of our emergency response team and they receive annual training. Employees are encouraged to take this training not just to use at work but also at home. Employee involvement has contributed to Georgia-Pacific Wood Products LLC Cross City CNS having 760 recordable-free days.

Contact: Jacqueline Cornell
(352) 498-3355 Ext. 110522
jtcornel@gapac.com

Hasbro Games East Longmeadow, MA

Hasbro Games has an onsite comprehensive Occupational Health Program including a medical clinic, RN staffing, physical therapy, return to work program, training in first aid/CPR and bloodborne pathogens, audiometric testing, monthly wellness events and health promotions including onsite yoga.

Contact: John Popp
(413) 526-2491
jpopp@hasbro.com

Knoll, Inc.

East Greenville, PA

The Occupational Health Nurse is a registered nurse with an occupational health background and certification in CPR/AED. The Occupational Health Nurse heads up the Knoll Medical Response Team. Four of the team members are certified EMTs and all seventeen members are American Red Cross Emergency Responders. All members receive monthly training on pertinent medical response issues including the use of Mega Code Annie to practice training of different medical scenarios. Knoll Medical Team

Mentoring Activities

members are available to associates on all work shifts.

Contact: Kenneth Mueller
(215) 679-1716
kmueller@knoll.com

Mentoring Activities

Idaho National Laboratory (INL), Battelle Energy Alliance Idaho Falls, ID

The company's employee safety team provides a "School Safety Assembly" on the road. With positive input from the schools, topics are developed to accommodate appropriate age groups. These topics help fulfill requirements in accordance with the Idaho Board of Education. From these topics, 7 interactive presentations are prepared, readied and then presented to the requesting schools. Past safety topics included: gun safety, PPE for kids, fire safety, water safety, emergency preparedness, safety signs/colors and farm safety. The team has also sponsored a "car crash scenario" for audiences of hundreds of middle and high school students. The car crash scenario vividly demonstrates the tragic results of drinking teenagers behind the wheel of an automobile.

Contact: Bowen Huntsman
(208) 526-0388
bowen.huntsman@inl.gov

Nanotechnology

IBM Thomas J. Watson Research Center Yorktown Heights, NY

IBM Research has been at the forefront of engineered nanoparticle safety research. As part of this, we developed safe work practice guidelines and training modules for our employees globally. This has educated employees and reduced their potential for occupational exposures to engineered nanoparticles.

Contact: Mark Zarick
(914) 945-3950
zarick@us.ibm.com

PSM

Butterball, LLC Huntsville, AR

We feel we have a strong PSM program; an extensive filing system is in place that covers all elements. Employee involvement is strong and we produce a monthly PSM newsletter.

Contact: Jim Gilbert
(479) 737-1084
jgilbert@butterball.com

Cargill Value Added Meats Waco, TX

Cargill Waco developed a PSM program in line with OSHA, the International Institute of Ammonia Refrigeration best management practices, ANSI/ASHRAE Guidelines and Refrigerating Engineers and Technicians Association Guidelines. Cargill developed an internal PSM audit that entails guidelines and best management practices from all of these organizations. Cargill Waco performs this audit on an annual basis. We developed standard operating procedures for all equipment operations. We hold employee participation meetings monthly to review PSM, training and all outstanding Mechanical Integrity and Process Hazard Analysis Recommendations. We regularly review piping and instrumentation diagrams to insure accuracy and update as necessary. We work directly with all contractors that come in contact with the refrigeration system to insure contractor safety guidelines are followed.

Contact: Billy Gueringer
(254) 412-3437
Billy_Gueringer1@cargill.com

ConocoPhillips Wood River Refinery Roxana, IL

The Structured Safety Environmental Process (SSEP) is aimed at preventing accidents and environmental incidents. The SSEP consists of 5 elements: meetings, audits, procedures, emergency preparedness and incident reporting and investigation. All personnel, both employees and contractors, must attend and participate in at least one

mandatory SSEP meeting per month. Over 150 SSEP meetings are held every month.

Contact: Donald Johnson
(618) 255-2369
donald.p.johnson@conocophillips.com

GE Energy, Ceramic Composite Products, LLC Newark, DE

The facility has developed an electronic management of change (MOC) system which includes preliminary and final approval process and corrective action tracking. A detailed 9-page equipment safety review checklist ensures that new/significantly modified equipment is evaluated before operation. Critical and non-critical corrective actions are tracked to completion. MOCs are reviewed with both the EHS and Ergonomics Teams. All corrective actions are posted on EHS bulletin boards.

Contact: John Leavy
(302) 631-1303
john.leavy@ge.com

PPE

National Enzyme Company Forsyth, MO

National Enzyme's PPE program is integral to the safety and health program. The comprehensive program outlines the hazards and required PPE requirements and procedures. Monthly inspections ensure the proper use and maintenance of the PPE.

Contact: Carol Schwartzkopf
(417) 546-8013
carol@nzimes.com

Pratt & Whitney – HMI Metal Powders Clayville, NY

The employer provides an engineered approach to the compressed gas storage area that ensures that all cylinders are identified by hazard, protected and secured.

Contact: Gerald Stewart
(315) 839-5421 Ext. 223
gerald.stewart@pw.utc.com

Pre-Job Analysis

ABB, Inc

New Berlin, WI

Job Safety Analysis is a proactive program used to identify potential hazards and develop corrective measures before an employee accident. The team uses this program to study a job in order to define the basic activities performed to complete a specific job/task, identify the potential hazards or potential accidents with early activity and develop solutions that will eliminate, minimize or prevent such hazards or potential accidents.

Contact: Richard Bizek
(262) 785-3544
richard.c.bizek@us.abb.com

Butterball, LLC

Huntsville, AR

Job safety analysis has been performed on each task in the facility. JSAs are reviewed each week to ensure additional steps or tasks have not been added that would increase the stressor level of the job.

Contact: Jim Gilbert
(479) 737-1084
jgilbert@butterball.com

C. R. Meyer

Oshkosh, WI

Pre-task planning worksheets are completed daily by the site field leader with employee participation. The purpose of this form is to provide a pre-task awareness, training and planning session for all employees before the work begins. Employees provide feedback to help all employees be aware of site conditions that either exist or have changed since the previous pre-task planning session. An added benefit of this exercise is to provide employees with the work scope of the day. This would include personnel assignment and with whom, what tools to use, where to go and how to conduct work safely for the assigned task.

Contact: Fred Rideout
(920) 267-4937
frideout@crmeyer.com

Noramco/Johnson & Johnson

Athens, GA

The site utilizes many tools for pre-job analysis. During the safe work permit process, jobs are walked down by the permit writer and work crew and hazards are identified and mitigated. A simple 5x3 card, 5 ways to get hurt and 3 ways to mitigate, is used for tasks not covered by the permit process and allows for prompt feedback on the task. Prior to running a process it is examined step by step by a multidisciplinary team. Hazards are identified and instructions are placed in the records.

Contact: Steven Smith
(706) 353-4462
tsmith3@norus.jnj.com

PPL Corporation, Electric Utilities

Allentown, PA, Harrisburg, PA,
Lancaster, PA, Hazleton, PA, Lancaster,
PA, Montoursville, PA, Scranton, PA

Designers at PPL are required to review all large jobs with construction foremen and document the review prior to the release of engineering. Once released, foremen are required to perform and document a pre-job field review to identify specific hazards/concerns. JSAs applicable to the work are identified automatically on the cover of the work request based on the units of work involved. The crews can review the JSAs that they are not familiar with based on the information provided.

Contact: Robert Cook
(717) 560-2442
ricook@pplweb.com

Safety Councils/Committees

Idaho National Laboratory (INL), Battelle Energy Alliance Idaho Falls, ID

Safety committees at INL are called employee safety teams. The "Maturity Path" for employee safety teams is a tool for measuring the effectiveness of the team. A single sheet (11x17) scorecard identifies 16 elements that are necessary for a team to be successful. It also provides a description of the 4 progression steps – beginning,

improving, succeeding and leading – for each element. The scorecard allows the user, the team, to rate the 16 elements and determine an accumulative score. The scorecard also has a simple map for tracking the team's progress. Teams are able to score themselves periodically to ensure they are moving forward or it may help them to identify areas that need additional attention. A team must maintain a score of 48 or above to remain Star quality.

Contact: Bowen Huntsman
(208) 526-0388
bowen.huntsman@inl.gov

Self Inspections

ABB, Inc

New Berlin, WI

The Safety Inspection Team conducts regular inspections to ensure safe conditions, that there are no hazards that need to be corrected and that employees are working to avoid accidents and injuries. The team develops a work site safety inspection checklist and a process to perform random safety inspections of all work in operations. The team relies more on pictures to support the inspection list.

Contact: Richard Bizek
(262) 785-3544
richard.c.bizek@us.abb.com

Butterball, LLC

Huntsville, AR

Inspections are performed at all levels throughout our organization. Inspections include PPE, supply room audits, weekly supervisor audits, behavioral observations and daily departmental inspections. We have a ladder inspection program that ensures any ladder in question is destroyed in the presence of the safety manager.

Contact: Jim Gilbert
(479) 737-1084
jgilbert@butterball.com

C. R. Meyer

Oshkosh, WI

Specific job-site safety audits are conducted and documented by EHS staff members with employee participation on a daily

basis. Audits are conducted and documented using various audit forms for follow-up correction. Findings are recorded and secured in the EHS file system for reference and tracking. Audits provide an opportunity to gain employee feedback concerning the safety and health risks for specific sites.

Contact: Fred Rideout
(920) 267-4937
frideout@crmeyer.com

Chief Industries

Grand Island, NE

All production employees are responsible for inspecting all cranes and fork trucks before their first and continued use. A sign-off sheet travels on the forklift and the crane for visibility of signed first inspection. Safety representatives do rotating department inspections weekly, supervisors do a walk-through audit every quarter and the corporate health and safety manager does a full audit annually.

Contact: Randie Mendez
(308) 389-7390
randie.mendez@chiefind.com

PPL Corporation, Electric Utilities

Allentown, PA, Harrisburg, PA,
Lancaster, PA, Hazleton, PA, Lancaster,
PA, Montoursville, PA, Scranton, PA

Regional VPP teams conduct monthly meetings that include the inspection of facilities in the region to identify and correct hazards. The region has multiple work locations in its territory, so meetings with the team are moved to different locations each month. In addition, the safety operations group conducts unannounced audits of the region twice a year. Supervisors are required to conduct audits and inspections of employees and facilities throughout the year.

Contact: Robert Cook
(717) 560-2442
rjcook@pplweb.com

Rexam Home Personal Care Excelsior Springs, MO

Self inspections are conducted by management and hourly personnel through monthly safety audits, shift and daily 5S inspections, behavior-based observations,

hazard assessments and annual evaluations of the entire EH&S program.

Contact: Ross Akers
(816) 629-3319
akersrr@precisetech.com

Shell Pipeline Co LLP

Vernon, IL

During the year, we perform inspections for health, safety and the prevention of oil releases. In order to get involved in the inspections, a schedule along with designated areas was implemented. Training was provided and a checklist was developed. The checklist is used as a tool to show what to look for along with the OSHA regulation or company policy for reference.

Contact: Ruth Black
(618) 432-5732
ruth.black@shell.com

Wyeth Pharmaceuticals

Pearl River, NY

Concerns were generated about the quality of the inspection program, including the competency of those conducting inspections. A plan for improvement was generated, following the Plan-Do-Check-Act (PDCA) model. Plans for improvement included: revise training for those conducting training; all inspectors must attend; provide mentors for new inspectors; revise inspection documentation tool; and provided detailed inspection guide.

Contact: Susan Rera
(845) 602-2582
reras@wyeth.com

Stop Work Authority

DynMcDermott Petroleum Operations Plaquemine, LA

Any employee, permanent or contract, has the authority to stop any work if an unsafe condition exists. This has worked well for us and employees have the support of management all the way to the top level in this matter.

Contact: Randy Rodriguez
(225) 692-6232
randy.rodriguez@spr.doe.gov

Tracking of Hazards

PPL Electric Utilities, Lancaster Region

Lancaster, PA

All members of the regional VPP team are trained in a hazard awareness course that is based on the OSHA 10-hour General Industry Course. Hazards identified by the VPP team or other employees are tracked in an internally developed Opportunity Tracking System. Hazards are entered into the system and assigned a responsible party. That individual gets an immediate e-mail with the hazard identified and a due date based on the critical nature of the finding.

Contact: Robert Cook
(717) 560-2442
rjcook@pplweb.com

Training

GE Energy Atlanta, GA

Applying for and achieving VPP can be a long and complex process. To expedite this process, a roadmap was developed and implemented that acts as a step-by-step guide to achieving VPP. It describes and gives examples of what sites have to do to prepare for the VPP audit, what to expect during the audit and what final items to close out once the audit ends.

Contact: Nancy Chock
(678) 844-6455
nancy.chock@ge.com

Tenneco Automotive Paragould, AR

In 2007, we improved how we track employee training. A new custom database ensures that consistent employee training is assigned and received. The new format allows us to modify and implement training requirements more efficiently. In addition, we teach safety fundamentals using interactive computer courses. This process is valuable because a self-paced learning format can be fully customized (graphics, narration, test questions, etc.) to meet our specific employee training needs.

Contact: Lisa Detlefsen
(870) 236-5343
lisa.detlefsen@tenneco-automotive.com

**Timber Products Company,
Spectrum Division
White City, OR**

We use a training matrix which consists of a magnetic dry erase board with a grid showing machine centers along the top and employees' names along the side. With the use of magnetic symbols we can ensure that individual employees are trained in the lockout procedures and the job hazard analysis procedures for any given machine. This makes it easy to check at a glance if a person is qualified to operate the equipment.

Contact: Mike Hill
(541) 826-2246 319
mikeh@sor.timberproducts.com

**US Postal Service, Customer Service
Utica, NY**

The "Not by Accident/At Risk Employee" program was developed as a strategy for reducing employee accidents and injury. It requires supervisors to implement an improvement plan to ensure that the employee is current in his/her training. This includes periodic safety observations, additional training and weekly one-on-one discussions with employees. The program is also used to indoctrinate newer employees with less than two years on the job about accident prevention techniques.

Contact: David Jalonack
(315) 738-5390
david.a.jalonack@usps.gov

Wellness Program

**DynMcDermott
Petroleum Operations
Plaquemine, LA**

The Wellness Team coordinates events to promote health, safety and wellness at work and at home. They sponsor a walk for National Employee Fitness Day and coordinate exercise challenges with other Monsanto sites. The Wellness Team also offers a health screening and flu shots for employees, distributes a monthly Well Workplace newsletter, offers massages and discounts to local health clubs and sponsors health and financial wellness seminars.

Contact: Randy Rodriguez
(225) 692-6232
randy.rodriquez@spr.doe.gov

**GE Energy
Atlanta, GA**

The Atlanta Healthy Work Site Team partnered with Energy's medical team to create and provide an environment and company culture that encourages our employees and their families to reach the highest level of personal well-being through improving their diet, activity levels and smoking cessation. The team has sponsored the following activities/events: the GE Energy Build a Bike campaign in Atlanta (building bikes for needy children); scales and banners in all buildings to help employees manage and monitor their weight; bulletin boards in break rooms for monthly healthy messaging; provided web meetings on health screenings; launched a quit smoking line and introduced the a fitness-tracking pool. GE team of 60 employees ran the Kaiser Corp. 5K race.

Contact: Judy Gladden
(678) 844-996
judy.gladden@ge.com

**IBM Thomas J. Watson
Research Center
Yorktown Heights, NY**

The IBM TJ Watson Research Center has developed highly innovative employee wellness programs that are global in nature. Some of these innovative wellness programs include: metabolic rate testing; express wellness; cancer screenings; 10,000 steps a day program; and vaccinations. A large portion of the site population participates in these programs.

Contact: Mark Zarick
(914) 945-3950
zarick@us.ibm.com



**VPPPA SPECIAL
PRODUCTS**

**2009 Best
Practices Directory**

In addition to the complimentary issue of the *2009 Best Practices Directory* provided to VPPPA member sites, more issues of this valuable resource can be purchased.

VPPPA Member price: \$15
Nonmember price: \$20

VPPPA POSTERS

"ELEMENTS OF VPP"

This lively poster depicts the four main elements of VPP: Leadership and Employee Involvement; Worksite Analysis; Hazard Prevention and Control; and Safety and Health Training.

18x24, suitable for framing

VPPPA Member Price: \$10
Nonmember Price: \$20

"LEADING THE WAY"

Show your VPP/VPPPA pride by displaying this bright red and blue poster at your site.

This poster could be proudly displayed in a cafeteria, kitchen or work area as a reminder of all the hard work that went into the VPP effort.

18x24, red and blue with shooting star and theme, "Leading the Way"

VPPPA Members: \$5
Nonmember: \$10 per poster

To order these products and other VPPPA products, visit the "Programs and Services" section of the VPPPA Web site at www.vpppa.org.

The Leader

The quarterly publication of cooperative initiatives in safety, health and environmental excellence



The Leader is the official magazine of VPPPA, Inc. Readers can find articles on the latest regulatory developments in the field of occupational safety and health, safety and health best practices, association activities, educational and networking opportunities, as well as the latest VPP approvals.

VPPPA member sites receive a set number of complimentary issues of *The Leader*. Please complete *The Leader* information form, included in your Member Benefits Packet, to ensure copies are mailed to the appropriate contacts. Throughout the year, as your staff evolves, email Membership@vpppa.org with new information.

Members can also access *The Leader* online in PDF format.

Nonmember sites and individuals are invited to subscribe to *The Leader*. A one year subscription to *The Leader* is only \$25.

Copy, complete and return this form to VPPPA today or sign up online at www.vpppa.org.

YES, I WANT TO SUBSCRIBE! One Year (4 issues) for only \$25

Check enclosed (Make check payable to the VPPPA).

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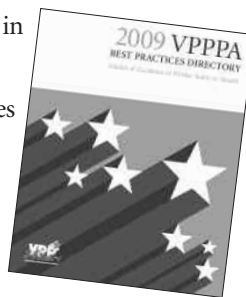
(703) 761-1148

Join the Network!

Created by experienced VPP participants, the Voluntary Protection Programs Participants' Association, Inc. (VPPPA) gives members access to an expansive network of worksites with excellent occupational safety and health management systems. Through our numerous member benefits, we offer our member sites a unique opportunity to exchange ideas, share best practices and discover fresh approaches to meeting the requirements for VPP approvals and re-approvals.

Membership to the association has its privileges. According to VPPPA members, the top benefits of being a member are:

- Conference savings – members save \$200 per registration for the annual national conference.
- Access to Members-Only webinars.
- Additional members-only savings on regional conferences and other educational offerings.
- VPPPA Members-Only pages online, providing not only fast-breaking information about VPPPA, but offering a wealth of benefits and networking to our members.
- *The Leader* magazine, featuring in-depth articles on the latest in safety, health and VPP.
- The VPPPA *Best Practices Directory*, consisting of best practices recognized by OSHA's federal and state-plan VPP and the Department of Energy.
- The VPPPA Mentoring Program, providing guidance for improving safety and health programs.



VPPPA MEMBERSHIP CATEGORIES:

FULL Member

Approved in OSHA, DOE or state-plan VPP

ASSOCIATE Member

Worksite pursuing VPP or looking to improve site's safety and health management systems

INTERNATIONAL Member

Worksite outside U.S. pursuing the elements of VPP

CORPORATE Member

Headquarter office that oversees VPP-approved worksite(s)

NON-PROFIT Member

Non-profit 501 (c)(3) or (6) organizations

UNION Member

Local or International union that support worksite(s) maintaining or attaining VPP

AFFILIATE Member

Companies providing products and/or services to VPPPA members

Join online today at www.vpppa.org or contact us at Membership@vpppa.org for additional information.

Note: VPPPA membership is restricted to only the employees at the site that has applied for membership. Membership and member benefits cannot be shared with another site. Additionally, corporate membership, as defined by the VPPPA bylaws, is not an umbrella membership and only covers employees at the corporate site.

NEW!

SEARCHABLE ONLINE BEST PRACTICES DIRECTORY

The VPPPA *Best Practices Directory* is now available online to employees at VPPPA member sites. Starting with this directory, members will be able to access the collected best practices electronically. The best practices will be updated throughout the year.

The searchable VPPPA *Online Best Practices Directory* will be available as a members-only page of the Web site at www.vpppa.org/networking, which is accessible to all individuals at member sites.



VPPPA Mentoring Program

Since 1994, VPPPA has provided worker safety, health and environmental assistance to worksites interested in applying for either OSHA, DOE or state-plan VPP, or simply improving their safety and health management systems.

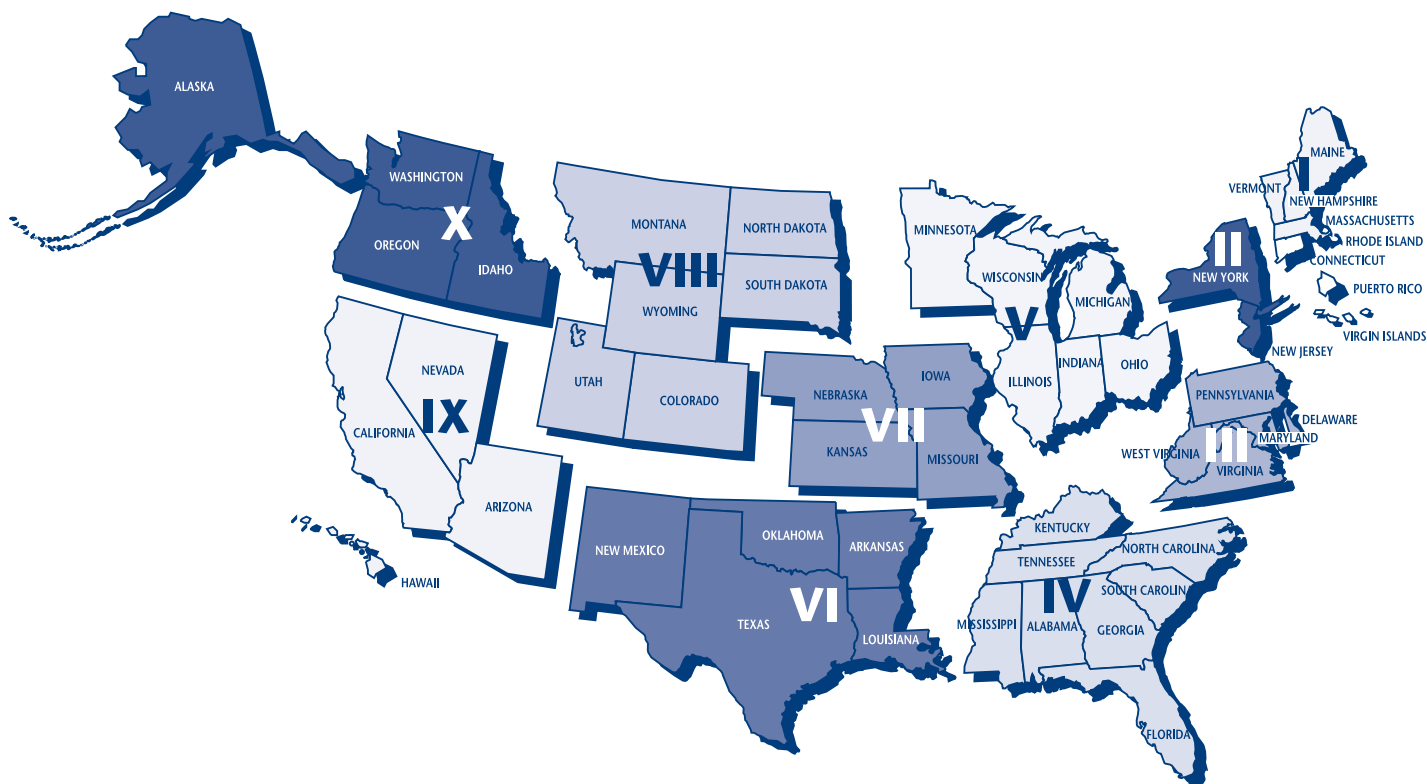
With a guiding principle of “not reinventing the wheel,” the VPPPA Mentoring Program has successfully matched VPP Star sites with sites that are interested in learning by example. Each mentoring relationship is unique, determined by the needs of the mentee and the resources and experiences of the mentoring facility. The VPPPA Mentoring Program has proven to be an effective tool that has resulted in higher quality VPP applications produced for OSHA.

Mentors can help your site achieve quality worker safety and health management systems by providing:

- ✓ One-on-one assistance
- ✓ Advice on improving your safety and health management systems
- ✓ Guidance in developing your VPP application
- ✓ An overview of their knowledge and experiences with VPP
- ✓ Best practices ideas and information on resources
- ✓ Identification of problem areas
- ✓ Suggestions on how to communicate the benefits of VPP to management and employees at your site

For more information, please contact the VPPPA National Office at (703) 761-1146 or e-mail Mentoring@vpppa.org. Please check out our new section on the Mentoring Program on our Web site at www.vpppa.org.

2009 Chapter Conference Information



REGION I VPPPA CHAPTER CONFERENCE

Region I: CT, MA, ME, NU, RI, VT
June 1 – 3, 2009
 Killington Resort
 Killington, VT
 Hotel Reservations: (802) 422-3333
 Region I Web site: www.vppregion1.com

REGION II VPPPA CHAPTER CONFERENCE

Region II: NJ, NY, PR, VI
June 15 – 17, 2009
 Turning Stone Resort
 Utica, NY
 Hotel Reservations: (800) 422-3333
 Region II Web Site:
www.region2chapter-vpppa.org

REGION III VPPPA CHAPTER CONFERENCE

Region III: DC, DE, MD, PA, VA, WV
April 7 – 9, 2009
 Inner Harbor
 Baltimore, MD
 Hotel Reservations: (800) 874-0264
 Region III Web Site:
www.vppparegion3.org

REGION IV VPPPA CHAPTER CONFERENCE

Region IV: AL, FL, GA, KY, MS, NC, SC, TN
April 1 – 3, 2009
 Grove Park Inn Resort
 Asheville, NC
 Hotel Reservations: (800) 438-5800
 Region IV Web Site: www.regionivvpp.org

REGION V VPPPA CHAPTER CONFERENCE

States Represented: IL, IN, MN, OH, WI
May 27 – 28, 2009
 Hilton Madison Monona Terrace
 Community and Convention Center
 Madison, WI
 Hotel Reservations: (608) 255-5100
 Region V Web Site: www.vppregionv.com

REGION VI VPPPA CHAPTER CONFERENCE

Region VI: AR, LA, NM, OK, TX
April 7 – 10, 2009
 Gaylord Texan
 Grapevine, TX
 Hotel Reservations: TBD
 Region VI Web Site: www.regionvivpp.org

REGION VII VPPPA CHAPTER CONFERENCE

Region VII: IA, KS, MO, NE
May 11 – 13, 2009
 Westin Crown Center
 Kansas City, MO
 Hotel Reservations: (800) 627-8539
 Region VII Web Site: www.regionviivpp.org

REGION VIII VPPPA CHAPTER CONFERENCE

Region VIII: CO, MT, ND, SD, UT, WY
May 6 – 7, 2009
 Sheraton Denver West
 Lakewood, CO
 Hotel Reservations: (303) 987-2000
 Region VIII Web Site:
www.region8vpppa.org

REGION IX VPPPA CHAPTER CONFERENCE

Region IX: AZ, CA, HI, NV
May 20 – 21, 2009
 JW Marriott Starr Pass
 Tucson, AZ
 Hotel Reservations: (520) 792-3500
 Region IX Web Site:
www.regionixvpppa.org

REGION X VPPPA CHAPTER CONFERENCE

Region X: AK, ID, OR, WA
May 20 – 21, 2009
 Davenport Hotel
 Spokane, WA
 Hotel Reservations: (800) 899-1482
 Region IX Web Site: www.regionxvpppa.org

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