

# Personal Protective Equipment, It's Personal Equipo de Proteccio'n Personal, Es Personal

Grant# 2008-XC-00061

Funded: October 2008- December 2009

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The SMART Association

December 18, 2009  
January 04, 2010

Margie Weinberg  
SHIP SMART Grant Project Manager



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## PART I

### *Final Report Narrative*

#### **Organization Profile :**

Founded in 1992, the SMART Association is a non-profit business association providing companies with resources necessary to manage and control risk in Washington State.

SMART is a committed advocate and resource for employers, focused on increasing safety awareness and improving safety practices throughout the state.

As a nonprofit organization, we are dedicated to promoting safety for all industries through services including education, training, legal and regulatory updates, employee benefits and networking opportunities.

The Puget Sound Area Safety Summit is sponsored and administered by SMART and is a networked alliance of government, management, and labor to develop methods and solutions for continuous improvement of workplace safety that meets monthly with varying S & H Topics offered. The mission is to share information and collaborate in our commitment to safety excellence, while seeking solutions to common problems.

#### **Abstract :**

The grant, "**Personal Protective Equipment (PPE), It's Personal,**" focused on communicating the importance of wearing proper PPE to the workforce in both English and Spanish. It emphasized the personal impact an injury can have on quality of life and that injuries affect not only the employee but also the employee's family, community, and employer. One goal was to increase and ensure proper use of PPE which reduces workplace accidents and injuries.

The training covers the types of risks and health hazards found on construction sites which can be avoided by wearing PPE. The training includes hard copy training manuals, a bilingual and photo-rich PowerPoint in DVD disk and a 11x17 laminate format. The training manual includes evaluations and PowerPoint presentations with spaces for note-taking. The grant developed a PPE, It's Personal logo which became a recognizable brand for the training. The logo was used on backpacks which included free PPE (safety glasses, reusable earplugs, dust masks and work gloves) and for T-Shirts and hard hat decals.

We found that developing our bilingual materials in Spanish and English simultaneously helped eliminate communication and cultural barriers. During the research phase, we found that safety training materials are typically produced in English and then translated to Spanish which contributes to a loss of valuable cultural information. By developing the presentation with Spanish and English text side-by-side and simultaneously, we were able to reduce barriers and more effectively communicate with the Hispanic worker.

The training, provided on disk and in laminate form, can be used to help non-Spanish speaking safety directors understand key words for use onsite. And Spanish-speaking workers can begin to understand key words and phrases in English.

#### **Purpose of Project :**

Design PPE training in English and Spanish that focuses on the cultural component use of intrinsic motivators of family and community rather than compliance. (While also covering the required elements of the WAC dealing with employee responsibilities')

- Develop bi-lingual training on PPE
- Reach Hispanic construction workers and prepare them to effectively protect themselves in situations of exposures through use of Personal Protective Equipment (PPE)
- Redesign PPE training materials to competently deliver a class based on personal motivation that addresses quality of life issues.
- Reinforce PPE training with visual aids
- Increase the awareness of the uses and limitations of PPE.
- Secure recognition and approval of the training from stakeholders. .
- Conduct outreach to disseminate the program to construction workers throughout Washington State.
- Accomplish having training delivered to a minimum of 100 employers/safety and health representatives

#### **Statement of the Results :**

Word of mouth and networking both for workers and trainers who attended the classes.

- Enthusiasm for the training from attendees at classes created additional awareness of the benefits of the training and furthered demand for training on worksites (like Sellen) which reached a minimum of 11 employers, (those that signed in) multiple trades, and

nearly 400 workers! Our original target was to train 125 and reach 1000 workers. We trained 140+ company representatives and documented 620 workers trained, while attendees indicated their willingness and desire to reach a minimum of an additional 1000+ workers.

(See attachments for detailed numbers of those trained and trades)

Comments and verbal feedback detailed in Evaluations attachment were most striking in the following areas:

- Noticeable differences in attitudes and behaviors, i.e., compliance with PPE and procedures, understanding personal responsibility, quality of life issues for self and family, more willingness to bring up safety issues to employer on their own. A greater willingness for employees to gently point out unsafe acts to one another, no matter who the person is.
- Interest expressed in protecting lungs, hearing and eyes from injury/illness Per their own feedback on evaluations

### **Evidence of the results:**

We developed a bilingual PowerPoint presentation of more than 250 slides divided into the following PPE categories: head, hand, foot, fall, respiratory, eye, and hearing protection. Each section begins with a title slide that includes the WAC which is to be covered in that section. Each section stresses employer and employee responsibilities, identifies the different types of PPE and legal requirements for proper use and maintenance, and drives home a very important message: that PPE is Personal.

The PowerPoint presentation was made available in disk form with a voiceover in Spanish and English, in an 11x17 color laminated format, and in training manuals with room for note-taking. Companies appreciated these formats, commenting that the laminate could be thrown in the back of a truck and taken to a worksite for toolbox talks in any weather or site conditions. It is large enough with clear pictures and text so that a group of twenty workers can easily view the material. The laminate format can be divided into sections or used as an entire presentation for an in-depth PPE training.

In many cases, our trainings included more native English-speakers than

Spanish-speakers yet both feedback and evaluations indicated in all cases an appreciation for the training and the reminder of the critical value of PPE on the jobsite. English speaking trainers particularly gained from the translations, pointing out many similarities in words, and the information on working with the cultural aspects of their Spanish speaking worker force.

The didactic aspect of the PPE training was appreciated by management and by the workforce in English and Spanish.

*See attached combined results of Attendance and Evaluation feedback*

Evidence of results includes participant evaluation sheets and training invitations to the following organizations, meetings and events to provide training:

- The PPE train the trainer classes were attended primarily by construction safety professionals and workers. Classes were also attended by insurance brokers, risk management professionals, and safety and HR management from other industries – public and private employers.
- ABC Framer's Council
- ASSE Puget Sound Chapter, May 20<sup>th</sup>, 2009
- RESCON, Master Builders, June 12<sup>th</sup>
- Brightwater Treatment Plant (all shifts) [July 13<sup>th</sup>, 2009](#)
- Sellen – their largest construction site with numerous sub-contractors (385 workers) (Seattle)
- New Futures (all-Hispanic workers)
- 1<sup>st</sup> Annual "Pasa la Voz" Latino Safety & Health Fair August 7<sup>th</sup>, 2009
- South King County Latino Safety and Health Fair" Sept 26<sup>th</sup>, 2009
- The SMART Association's retro groups (A Team and Dream Team) – updates and information delivered to quarterly meetings
- Puget Sound Area Safety Summit monthly meetings – materials were provided, the grant team provided an informational training at one of the Summits
- Puget Sound Area Safety Summit Vendor & Job Fair – the grant team provided a PPE booth with training materials and registration opportunities
- December 9, 2009 Summit PPE DVDs and laminates were made available and distributed by request to the following companies:
  - Absher Construction, Manson, and Hemanson Construction.
  - The ACE Group - safety and supply and training company,
  - Pacific Maritime Association,
  - MacDonald Miller,
  - Nuecor Steely and
  - King County Waste Water Treatment



Project's promotion of prevention :

Hard hat decals, tee shirts and bags promote PPE use

The key promotion and prevention aspects included focusing the training on

the “personal” aspect of the results of devastating workplace accidents and illnesses on the worker, his/her fellow workers, the worker’s family, the community and the employer. (Impact to quality of life)

We demonstrated the need to wear personal protective equipment with a photo-rich presentation showing the impact an injury can have on quality of life.

The training discusses injury statistics which highlight use of PPE as a reduction strategy. The training outcomes promote the prevention of worksite injuries by reducing cultural and communication barriers with Hispanic workers in construction. The grant team has taken a comprehensive approach to reduce these barriers. In our train the trainer sessions, we have shown attendees the similarities between Spanish and English, given them key phrases and vocabulary, and have given them tips to working with the Hispanic culture.

*Attendees’ feedback (included as an attachment) indicates increased awareness of how PPE prevents potential injuries and illnesses and willingness to seek out and increase use.*

#### **Relevant processes :**

- A key relevant process is **using focus groups to get feedback on message, format and delivery.**
- The **didactic aspect of the PPE training** was appreciated by management and by the workforce in English and Spanish.
- Over the course of the grant we have **worked with numerous construction companies (general contractors and sub-contractors) as well as the general construction workforce for the purpose of research, development and test training.**
- Labor and Industries assigning a grant manager and a safety and health consultant to each project was a relevant process for this grantee. Processes we are grateful for and believe supports a successful outcome through partnership
  - Having a relationship so that questions and written material, reports and ideas could be freely exchanged helped keep the project on track, streamlined some processes, assured proper WACs were sited, and we benefited from the grant managers’ insights. Additionally with the financial reporting aspects of the grant she was able to assist us in correcting and eliminating errors when doing budget modifications and carry over amounts from previous Milestones. She was enthusiastic and supportive in helping us with our goals of reaching workers with this training. For all the above processes we are very grateful for Jennifer Jellison, grant

manager, and Steve Heist S&H consultant, and Manolo Zaldivar for his translation assistance, and opening doors for training opportunities in the Latino community.

Over the course of the grant, we have discovered some processes that worked particularly well and in addition to some lessons-learned. (see next section) Of the processes that worked well, we found that **developing our bilingual materials in Spanish and English simultaneously** helped eliminate communication and cultural barriers. During the research phase, we found that safety training materials are typically produced in English and then translated to Spanish which contributes to a loss of valuable cultural information. By developing the presentation with Spanish and English text side-by-side and simultaneously, we were able to reduce barriers and more effectively communicate with the Hispanic worker.

Additionally, we created a PowerPoint presentation that *limited text where possible, and was photo-rich*. This *helped convey the impact of actual construction PPE related injuries* and further allowed us to reach illiterate and low-literate workers. As we developed the presentation simultaneously in Spanish and English, we lined up key text and vocabulary on bilingual slides in order to facilitate comprehension and, when needed, we created a full slide in Spanish-only with a mirror counterpart in English-only so that it reduced any confusion between the languages.

Statistics on injuries were displayed in meaningful ways by use of photos showing stadiums of people, highways filled with traffic, groups of workers, and other ideas which generated the desired effect of demonstrating large numbers affected and visual impact making such injury statistics more realistic.

### Lessons Learned :

We needed far more time initially for focus groups and piloting before being prepared to produce final products and secure materials and necessary supplies. **Allow more time for initial implementation and start-up and budget accordingly.**

One of the areas that could be improved is a **stronger outreach network in hard-to-reach areas or in areas where Hispanic workers may be particularly sensitive or wary** of unfamiliar government-sponsored organizations and/or programs. Our experience in the Tri Cities and Bellingham area was that workers were leery of coming to a free safety and health class at a public library. To overcome this challenge, we suggest developing stronger contacts in key geographical locations – the Tri Cities, Bellingham, and



Vancouver, for example – with a focus on business chambers, churches, community centers, health centers and through schools. By utilizing organizations / entities that have established trust with the Hispanic communities they serve, future training programs or grants in development will be able to tap into what can seem like an invisible labor force.

We believe that more **collaboration with community organizations that have an established trust** and/or are recognized by the Hispanic communities would attract more attendees. We discovered reluctance on behalf of Hispanic workers to come for training unless there was a trusted point of contact – as was the case with the New Futures organization. In addition, the principal contact at New Futures did the necessary follow-up work to ensure that workers were in attendance. Workers could ask the trusted contact for more details – this level of comfort and trust was critical to attendance levels.

We would recommend utilizing existing trusted relationships (or contacts) and developing a stronger network of such contacts in the future.

#### **Measures to judge success :**

Reducing cultural barriers is a critical component to safety at the workplace. Many comments back from classrooms indicated they had not taken this aspect into consideration in terms of; separating out workers by language, understanding what might motivate safety for workers, taking time to ask for and address individuals' safety concern/questions, seeking feedback to determine if language might have been a barrier.

Statistics are dry but important, in early focus groups, many indicated that no one remembers the numbers but that they are important. In our power point we took the position that we could make those numbers relevant if we could show them in meaningful ways; i.e. stadiums full of people, groups of drivers, family events, etc which aided the numbers regarding injury and illness data important.

Self perceived changes in attitude were implied from workers feedback commencing with impact of observing actual injury and illness data and accidents on construction sites as well as occupational hazards of damaged ears, and lungs. *( we hear about this stuff, but actually seeing it really makes a difference!)*

*See Feedback Evaluations for project measures of success*

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## Uses :

### Use this effective "PPE It's Personal" training tool to:

- Conduct New Hire Training Including Company Requirements
- Enhance Safety Meeting Tool Box Talks
- Educate Workers on Inspecting PPE
- Introduce Fall Protection Systems and Proper Use
- Discuss First Aid Procedures
- Reinforce the Quality of Life Through Safe Work Practices

With the audio offered in both English and Spanish it serves three important purposes by communicating in Spanish while at the same time allowing the worker to hear the words in English for better understanding. For workers with low reading literacy, listening to the training rather than reading it assists in gaining new skills and better comprehension.

Feedback included the suggestion that both the PowerPoint and the laminate presentation be successfully used as toolbox talks to target specific injury-types that employers may be experiencing, i.e. eye injuries, hand injuries, etc.

The *manufacturing* industry was very interested in seeing the "PPE, It's Personal" *bilingual* presentation adapted for their workforce, citing specific injury types and hazards that need to be addressed in their environment. These include injuries associated with sorting, handling hazardous materials, and transportation. An attendee from King County who manages an Hispanic workforce in a janitorial services capacity who appreciated the training and indicated it could be adapted for that workforce as well.

## Product Dissemination :

*Examples attached* (All articles and written material sent to the Grant Manager prior to use)

Places we trained (*see Evidence of Results section*)

Posting links on SMART website and L&I website per L&I's approval

ASSE e-mail Newsletter

OSHA Region X Winter newsletter: Safety & Health Grants - WA - LNI SHIP

## **Flyers**

PPE Training Flyers – Announcing Train the Trainer classes and sign-up sheets as classes were scheduled

Bilingual PPE Eye Protection Flyers (handed out with free eye protection at Hispanic Safety & Health fairs)

Bilingual PPE Hearing Protection Flyers (handed out with free hearing protection at Hispanic Safety & Health fairs)

Bilingual PPE Introduction Flyer for Hispanic audiences

## **Articles**

Tu Decides bilingual newspaper June 2009 article – distributed throughout Washington State and in OSHA Newsletter

OSHA articles – PPE grant was highlighted in two OSHA Region X ESL Newsletters; the newsletter ran a modified version of the Tu Decides article in its Summer '09 edition

SMART Newsletter articles – The SMART Association distributes a monthly newsletter in which PPE courses and information were announced and highlighted monthly from December 08 through August 2009

The Daily Journal of Commerce included PPE class announcements in its Tuesday editions in July

## **Online**

The SMART Association highlighted the PPE grant online in its class registration / education calendar tab monthly

ASSE Puget Sound Area Chapter mentioned the PPE grant presentation on their website

## **Course Materials**

Class training manuals review objectives of grant, discuss ways to use the materials, include a copy of the Power Point presentation for note-taking, and course evaluations in Spanish and in English

PowerPoint presentation – Laminate copy (11x17 full color)

PowerPoint presentation – Disk version with bilingual voiceover

T-Shirts with the PPE, It's Personal logo

Hard Hat decals – PPE, It's Personal logo

Backpacks with the PPE, It's Personal logo

PPE: reusable earplugs, dust masks, safety glasses, work gloves

## **Feedback :**

Companies appreciated these formats, commenting that the laminate could be thrown in the back of a truck and taken to a worksite for toolbox talks in any weather or site conditions. It is large enough with clear pictures and text so that a group of twenty workers can easily view the material. The laminate format can be divided into sections or used as an entire presentation for an in-depth PPE training.

Feedback received from Hispanic workers who were trained in both test and actual training phases revealed that certain messages have been inadequately delivered in the past. For example, workers appreciated the fact that once hearing loss occurs it is irreversible. Slides compared a healthy inner ear with a damaged inner ear to show workers the physiological transformation that results in permanent disability. Other slides described the number of workers (carpenters) with hearing loss and the activities and relationships that are affected by hearing loss. Personal messages were conveyed with appropriate cultural content such as images from festivals, soccer matches, family outings, etc.

### **New Futures Feedback from Director Norma @ New Futures**

Margie, this is a translation of Norma's feedback about the training:

1. The majority of the workers didn't know about their workers' rights, not even about PPE that they should be using for their work. One of them commented that he does welding and he didn't care about his safety - now he has asked for special PPE and he is using everything he knows to protect himself. At the beginning he was afraid to ask but his supervisor took his questions without any problems and got him the equipment he needed.
2. The workers come readily to her office (New Futures) to ask for the telephone numbers at LNI, that means they are no longer keeping quiet when there are injustices at work.

### **Feedback sent to District Council of Carpenters apprenticeship coordinator and eastern regional manager**

To: Dan Hutchins and Tom Flynn

In my tireless efforts to cut down my own workload, I attended a "Train the Trainer" session for PPE. It is designed to be taught to English and Spanish workers together, instead of breaking the crew into separate groups. It's best taught in both languages, but it has both Eng/Sp printed out on the screen and can be conducted in either language. The idea is to familiarize workers with safety terms in both languages- simply learning the word PELIGRO could save an eyeball,

or a life.

The training session lasts only 1 1/2 hours, it is **FREE**, as are the training materials (which were impressive: a PowerPoint DVD that can be edited, a large book with plastic coated pages for presentations where a PowerPoint is impractical, and bags of T-shirts, beads and trinkets for those who complete your class).

Something like this is wielded most effectively by contractors- and they should be encouraged to attend. It would also be valuable to members who are Safety Officers, Stewards, Apprenticeship Instructors, or anyone who wishes to brush up their safety creds.

The Kennewick session is next Thursday, (sorry about the short notice) at 5:30 PM, so that working Carpenters may attend. The course description is below, they ask that we pre-register at [www.smartwa.org](http://www.smartwa.org).

I took the class last Tuesday just to see if it was worthwhile- it was. But then, consider the source: *I'm trying to cut down my workload.*

Fraternally, Gary, Work Comp Rep

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#### **Feedback from Bray Bros USA LLC**

From: Martin Warner  
Sent: Thursday, December 11, 2008 7:50 PM  
To: Anne Laughlin  
Subject: Ship Grant

I failed to include one fact on the questionnaire. We average nearly 75% Hispanic workers and the communication challenges that we face on a day to day bases have been seemingly insurmountable at times. I would be interested in any training that is directed towards these workers.

Martin Warner  
Safety Officer  
BRAY BROS. USA, LLC  
6250 - 33<sup>rd</sup> Ave NE - Unit #1  
Seattle, WA 98115  
Phone: 206-524-8000  
Facsimile: 206-524-8002  
E-Mail: [martinwarner@braybros.com](mailto:martinwarner@braybros.com)

#### **Feedback from Jonathan Shelton, Project Engineer, Walsh Construction Co.**

Margie,  
Here is a review of the *PPE - It's Personal* materials from one of our PE's who has been shouldering the translation duties with Spanish-speaking workers at Walsh.

Jack Kuester

From: Jonathan Shelton  
Sent: Monday, August 10, 2009 2:40 PM  
To: Jack Kuester  
Subject: PPE In Spanish (Review)

Jack:

After reviewing the hardcopy of the *PPE, It's Personal* Power Point I must say it is a valuable resource for the following reasons:

- The safety message specifically targets a Latino audience.
- It emphasizes how families are affected by accidents.
- Photos include Latinos, soccer, children and other things that Latinos strongly identify with.
- It mentions the important fact that Latinos are the most likely ethnic class to be injured in the workplace.
- It includes accident statistics and OSHA laws.
- It teaches about employer responsibilities. Some Latino-owned businesses do not provide PPE.

There are some grammatical and spelling errors in Spanish, but these are infrequent. The complete training package is lengthy and it would be difficult to capture the attention of a construction audience for more than ten minutes at a time.

If this is a free resource or inexpensive for Walsh, then it is definitely a winner. This is a good communication tool Walsh can use with Latino workers.

Jonathan Shelton, Project Engineer  
Walsh Construction Co.  
206-478-5783 Cell  
206-264-0133 SCCA Office  
206-264-7981 Fax

**Feedback from Shannon Sellers, VPFK Safety Manager, Brightwater Conveyance System Central Contract**

From: ssellers@vpfk.com [mailto:ssellers@vpfk.com]  
Sent: Tuesday, July 28, 2009 2:55 PM  
To: Anne Laughlin  
Subject: Re: Article - PPE Training

Good afternoon Anne,

Sorry for the delay in getting back to you regarding the PPE training.

The workers very much appreciated the discussion that was held and they also liked the "goody bag" that was given them. I always appreciate the outside resources

that take the time to put on a talk to the workers for each of the three shifts.

Thank you very much for that.

The information was very useful, comprehensive and put in a manner that was understandable for the workers. The availability of a Hispanic dialogue is extremely useful due to the diversity of our cultures and our workforce.

Please continue with your good works and we hope to see you again when our work resumes at full strength.

Sincerely,

Shannon Sellers  
VPFK Safety Manager  
Brightwater Conveyance System Central Contract  
Vinci / Parsons / Frontier-Kemper JV  
ssellers@vpfk.com  
ofc: 425.286.1614

*SHIP Grant Manager Jennifer Jellison*

Margie,

Thanks for the opportunity to attend the train the trainer session for your grant project entitled "PPE, It's Personal."

Overall, I think the training went very well. You and Anne framed the purpose of the training, provided added benefits of the format of the training, and covered the different methods that this training could be used very well. It appears that the participants of this session were engaged and excited by the opportunities that this training would provide them with their Hispanic workforce – indeed their entire workforce.

The training can be provided as either an overall training done in one setting or in modules with the main theme being reiterated throughout the presentation. The DVD with both English and Spanish language integrated PowerPoint will be very useful for many trainers and the laminated 5mL ledger sized printed version seemed to make the presentation even more valuable to the trainers who were in attendance and, I believe, made the likelihood of their using the training increase significantly.

Anne pointing out the nuances of the Spanish language for the trainers, I think, was an added bonus. The focus on this training being in both Spanish and English as a mechanism to facilitate learning by all workers/employers/trainers is also a

plus.

It's a good overview presentation for PPE and related issues and the modules great for toolbox meetings. It appears to accomplish the purpose of training Hispanic workers on the importance of PPE -- using their core values to help the message sink in. For those who are unknowledgeable about PPE, this may provide a good foundation to get their buy in to use and wear their PPE properly and be more aware. Letting them know when their employer will provide additional specific information was also a added value and because this training will likely be presented by their employer or employer representative may alleviate some of the fear that may be associated with asking these types of questions... open the dialogue, as it were.

You did have one typo in the presentation that I didn't catch before – when talking about eye protection.. on one slide it says "eye site" instead of "eye sight."

The technical difficulties were easily addressed and provided a valuable time to take a break for those in need. :)

Thanks again, Margie!! Time well spent.

*Jenifer Jellison, Safety and Health Specialist Safety and Health Investment Projects*



## PART II

### ***SAFETY AND HEALTH INVESTMENT PROJECTS*** ***SHIP Final Expenditure Report*** ***Budget Summary***

**Project Title:** Personal Protective Equipment, It's Personal!  
Equipo de Protección Personal, Es Personal

<b>Project # :</b>	<b>2008- XC 00061</b>	<b>Report Date:</b>	<b>12/18/09</b>
<b>Contact Person:</b>	<b>Margie Weinberg</b>	<b>Contact#:</b>	<b>206-523-9044</b>
<b>Start Date:</b>	<b>September/October 2008</b>	<b>Completion Date:</b>	<b>December 18, 2009</b>

1.	Total budget for the project		\$ 159,841.
2.	Total SHIP Grant Award		\$ 143,641.
3.	Total of SHIP Funds Used		\$ 143,641.
4.	Budget Modifications (if applicable)		\$ 00.
5.	Total In-kind contributions		\$ 12,075.
6.	Total Expenditures ( Lines 3 + 4 + 5)		\$ 155,716.

Instructions:

- Complete the Supplemental Schedule (Budget) form first (on the next page).
- The final report must include all expenditures from date of completion of interim report through termination date of grant
- Indicate period covered by report by specifying the inclusive dates
- Report and itemize all expenditures during specified reporting period per the attached supplemental schedules Forms must be signed by authorized persons (see last page)Forward one copy of the report to (Name), SHIP Project Manager, PO Box 44612, Olympia, WA 98504-4612.

***SAFETY AND HEALTH INVESTMENT PROJECTS***  
***SHIP Final Expenditure Report***  
***Supplemental Schedules (Budget)***

**Project Title:** Personal Protective Equipment, It's Personal!  
 Equipo de Protección Personal, Es Personal

**Project # :** 2008- XC 00061

**Report**

**Date:**01/06/2010

**Contact Person:** Margie Weinberg

**Contact #:**206-523-9044

**Total Award \$:** 143,641.

**ITEMIZED BUDGET --** How were SHIP award funds used to achieve the purpose or your project?

	Budgeted for Project	Amount Paid Out	Difference
<b>A. PERSONNEL</b>	\$ 74,920..	\$ 80,695.72	+ \$ 1963.28

Explanation for Difference and other relevant information:

Modifications were accepted to move additional funding from subcontractors to Personnel as the training was conducted by Personnel rather than subcontractors as originally anticipated

	Budgeted for Project	Amount Paid Out	Difference
<b>B. SUBCONTRACTOR</b>	\$ 12,735.	\$ 5513.78	+\$ 7221.22

Explanation for Difference and other relevant information:

Used hours included accounting, translators and translation, graphic art, independent trainers were not used instead personnel hours were increased.

	Budgeted for Project	Amount Paid Out	Difference
<b>C. TRAVEL</b>	\$ 2278.	\$ 3306.04	- \$ 1028.04

Explanation for Difference and other relevant information:

Between focus groups, testing, outreach and training; travel all totaled took more hours than budget

	Budgeted for Project	Amount Paid Out	Difference
<b>D. SUPPLIES</b>	\$ 25,020.	\$ 29,996.53	- \$ 4976.53

Explanation for Difference and other relevant information:

Supply costs in some instances increased as the grant went along some orders were less in volume hence some higher cost per item.

	Budgeted for Project	Amount Paid Out	Difference
<b>E. PUBLICATIONS</b>	\$ 28,688.	\$ 24,128.93	+ \$4559.07

Explanation for Difference and other relevant information:

Sorta makes up for overage in Supplies really did a great job of negotiating the cost of the laminated product

	Budgeted for Project	Amount Paid Out	Difference
<b>TOTAL DIRECT COSTS</b>	\$143,641.	\$ 143,641.	000

	Budgeted for Project	Amount Paid Out	Difference
<b>INDIRECT COSTS</b>			

	Budgeted for Project	Amount Paid Out	Difference
<b>TOTAL SHIP BUDGET</b>	\$ 143,641.	\$143,641.	000

	Budgeted for Project	Amount DONATED	Difference
<b>F. IN-KIND</b>	\$ 16,200.	\$ 12,075.	- \$ 4125.

Explanation for Difference:

Some months Carolyn was more involved and other not, hence varying hours, the donated office and equipment and training center use was as estimated

## PART III

### Attachments:

*All written information about this grant had been forwarded to the L&I SHIP Grant Manager for review and approval prior to either publishing or distributing. Other examples are shown in early sections of this document.*

This free course, Personal Protective Equipment, IT'S PERSONAL! Equipo de Protección Personal, Es Personal was developed by the SMART Association for the construction industry, under Grant # 2008-XC-00061 with funding and support provided by the State of Washington, Department of Labor & Industries, Safety & Health Investment Projects

## ATTACHMENT: Measures of Success, Evidence of Results

### Trades Reached Directly and Through Attendees Target Estimates

PPE, It's Personal Bi-lingual Class

12/09-10/09

Cement Finishers/Masons	26
Carpenters	495
Laborers	305
Casual Day Laborers	24
Iron Workers	245
Sheet Metal Workers	9
Drywallers	50
Electricians	75
HVAC	2
Operators	2
Plumbers	6
Pipefitters	8
Painters	32
Safety staff/Consultants/Loss Control	79
Project Engineers	3
Superintendents/ Foremen	117
Roofers	65
Insulators	40
Sprinkle fitters	122
SUBTOTALS	1705
Many indicated reaching workers but declined to complete forms in detail indicating which trades	950+
	2655

### Locations of SMART PPE Classes

LOCATION	ATTENDED
Brightwater Treatment Plant 3- training classes	72
Sellen Site 1- training class	347
New Beginnings 3- training classes	24
Graham Construction	12
RES CON Master Builders 1 - class	5
SUMMIT 1- class	70+
SMART Training Center Lacey – 1 class Seattle – 5 classes	6 39
Puget Sound ASSE 1- training class	9
Nuprecon multiple job sites	165
TOTALs	749

**Distributed Upon Request  
DVD & Laminate**

Absher Construction
Manson Construction
MacDonald Miller
NEUCOR Steel
Hermanson Construction
The ACE Group
Pacific Maritime Association
Allied WASTE
Samson Rope Technologies

## TRAINING CLASS EVALUATIONS

Personal Protective Equipment, It's Personal!  
 Equipo de Protección Personal, Es Personal  
SHIP Grant 2008-XC-00061

To what outcome were the following Objectives achieved?

Objective	Great	Good	Okay	Poor	Examples
Identifying types of physical protection that PPE offers	51	42	12	1	hearing protection! good for new workers I didn't learn anything new great presentation and tools hearing, respiratory, vision excellent presentation respiratory protection and hearing
Learning about the Hazards that PPE protects from	55	33	9		great photos! identification of hazards employer can tailor to specific hazards
Understanding risks to quality of life caused from hazardous exposures without use of PPE	65	40	3		personal life outside of work the best part is how it effects your family if you get hurt good family photos driving home point to make personal to home life
New knowledge about the health effects associated with excessive noise exposure	61	37	4		hearing loss cochlea helpful diagrams don't use i-pods excellent info great reminder some protectors may be too much
Learning about health hazards that Respiratory Protection and work habits can protect you (and your family) from	70	61	5		the quality of your life effects your family
Understanding the roles you and	47	36	6		being safe and preventative pointing out both employer



your employer have in the proper using of PPE					and employee have responsibility it is the law that each employee must understand their rights
Recognize when specific training is required prior to PPE use	54	35	6		did not talk enough about training for all PPE is a must with documentation my workers will learn from this very topic specific and allows for interaction
Learned new information that will increase your seeking out and using PPE	54	35	5		get stickers for hearing protection wear ear plugs more often my workers will learn from this for my workers
Instructor(s) presented the materials in terms you could easily relate to and understand	70	22	3		very good presenters great to hear the Spanish positively great instructors

**What was the most useful information you learned?**

PPE Is Personal!

PPE is very personal

use the respirators

ear damage

just be safe

safety is personal ( x three)

importance of eye, hands, lungs, and why I should protect them

seeing actual pictures of injuries instead of just talking about them

radio trick to see if ears are damaged

that you breathe in so much air

the safety of workers is important

awareness; eye danger, hard hat use

your injury can hurt your family

hearing damage is serious

ease of using as tool box talks

Spanish aspect was excellent and will be useful when I am training

cultural communication styles

Spanish – Spanish terms

the need to be able to reach out to different nationalities

audio

good general ideas of PPE and how important as a whole

going to be very useful

protection and sign "would you require your son or daughter to use protection if they did your job?"

translations of key safety words

excellent with Spanish translation on disk

Bi-lingual training – thank you!

very simple and to the point

English/Spanish slides

loved it!

work and home

really value the approach to reaching all crew and not segregating workers by language

importance of respecting seniority with Spanish speaking workers

use of English and Spanish safety signs on site

useful tool to help with translation and use of terms for body and the work we do

statistics, photos, examples

copyable disk!

Suggestions for improving this course?

needs to be longer to cover more details

needs to be shorter for new hire orientation

great just as it is

remind of danger on i-pods

add slide about not smoking discuss increasing risk to smokers of respiratory diseases

more interactive

ask them to try and tie their shoes with one hand, or close your eyes and find your chair

imagine not being able to hear your child cry

90 minutes was not enough

a quick reference in both languages to common construction/safety terms

discuss silica exposures

make more suggestions to break up lecture with interactive activities

include more resource info.

tips on protecting yourself at home as well

good slides that can mostly be used in manufacturing as well

## ATTACHMENTS of OUTREACH

### Personal Protective Equipment, Its Personal! (Equipo de Proteccion Personal - Es Personal!)

*SMART recently was awarded a SHIP grant totaling \$143,641.00 for Personal Protective Equipment, Its Personal! (PPE) This grant is geared toward free safety and health training for workers. The initial target audience is Hispanic and other ESL construction workers. We need your input!*

#### Issues the project will address -

- ☐ The increase of ESL workers provides a large workforce to the construction industry and also presents distinct challenges, including higher rates of fatalities and injuries on the job, difficulty in communication and lack of understanding of the role PPE plays in their individual safety.
- ☐ Noncompliance with personal protective equipment (PPE) continues to be an ongoing problem for contractors responsible for job site safety and injury reporting.

#### Outcomes to be produced -

- ☐ Develop training specifically designed to communicate with ESL construction workers about the personal impact (cause and effects) of not using or misusing PPE with a focus on statistics and impact to quality of life.
- ☐ Reach 125+ trainers and safety and health representatives in Washington, and a minimum of 1500+ workers
- ☐ New worker knowledge about statistics of injury rates and illnesses associated with lack of PPE leading to increased use of PPE
- ☐ Fewer accidents and illness (eyes, heads, feet, hands, lungs, hearing) associated with lack of PPE
- ☐ Reduction in occupational exposures; Fewer claims and associated costs

#### Goals -

- ☐ Trained workforce and Safety and Health representatives
- ☐ Receive positive feedback while testing and educating workers and trainers
- ☐ Observable increase in use of PPE

Please take a moment to answer the questions on Page 2.

Contact Anne Laughlin with questions or to provide feedback. Thank you!

Anne Laughlin, SMART Administrator

Ph: 206.459.0105

[alaughlin@smartwa.org](mailto:alaughlin@smartwa.org)

Phase I: Contractor and worker feedback prior to Training development -  
*We need your input!*

Please sign up to participate in the development of this project, to become involved in focus groups and/or to provide feedback to Anne Laughlin and Margie Weinberg (grant project manager) regarding the following:

***Your Name:*** *Colin Perkins*

***Company:*** *Condon-Johnson & Associates, Inc.*

***Contact Info (phone, email):*** *(510)636-2142, cperkins@Condon-Johnson.com*

- (1) What training modules should be covered? Types of PPE (head protection, eye protection, hearing protection, hand protection, foot protection, and whole body protection.) PPE fitting and using, PPE cleaning and PPE maintenance.
- (2) Should it be set up as "classroom: train the trainer?" Jobsite "all hands" safety meeting? Individual Tool Box talk modules per PPE discussed? I think tool box meeting style
- (3) Do you have ESL workers on your work crews? Yes
- (4) What trades do they represent and what are their native languages? Labor, operating engineers. For the most part Mexican.
- (5) Do you hold "all hands" safety meetings with your Subs? When? (day and time; weekly, monthly) Yes, weekly
- (6) Would you like to get this training to your ESL subs? If 'no' to the above, can you provide us with the names of the subs you use so we can get this training to them directly? Indicate 'yes' for future follow up.  
Yes
- (7) Please provide additional feedback, comments or let us know of any questions!

*Thank you!*

*Contact: Anne Laughlin, SMART Administrator - 206.459.0105;  
alaughlin@smartwa.org*

*Funding and support for this project has been provided by the State of Washington, Department of Labor & Industries, Safety & Health Investment Projects (SHIP)*

Phase I: Contractor and worker feedback prior to Training development –  
*We need your input!*

Please sign up to participate in the development of this project, to become involved in focus groups and/or to provide feedback to Anne Laughlin and Margie Weinberg (grant project manager) regarding the following:

***Your Name: Martin Warner***

***Company: Bray Bros. USA LLC***

***Contact Info (phone, email): 206-714-0767/martinwarner@braybros.com***

- (1) What training modules should be covered? Hearing protection, safety eye wear, respiratory protection
- (2) Should it be set up as "classroom: train the trainer?" Jobsite "all hands" safety meeting? Individual Tool Box talk modules per PPE discussed? Classroom training and hands on.
- (3) Do you have ESL workers on your work crews? Yes
- (4) What trades do they represent and what are their native languages? Concrete carpenters and cement finishers.
- (5) Do you hold "all hands" safety meetings with your Subs? When? (day and time; weekly, monthly)  
Weekly with all onsite employees. Sub trades are not generally included.
- (6) Would you like to get this training to your ESL subs? If 'no' to the above, can you provide us with the names of the subs you use so we can get this training to them directly? Indicate 'yes' for future follow up.  
Yes, Central Steel, Bullworks, Rainier Floors, K. Kenny Concrete.
- (7) Please provide additional feedback, comments or let us know of any questions!

***Thank you!***

***Contact: Anne Laughlin, SMART Administrator – 206.459.0105;  
[alaughlin@smartwa.org](mailto:alaughlin@smartwa.org)***

SMART Newsletter 2009

In This Issue

Eye on L&I

SMART Updates

Safety, Health &  
Welfare

In Our Safety  
Community

Upcoming Events

PUGET SOUND AREA  
SAFETY SUMMIT  
Wednesday  
February 11, 2009  
9AM - Noon

Aerospace  
Machinists' Hall  
9125 15<sup>th</sup> PI S.  
Seattle, WA 98108

Topic:  
A Second Chance:  
Living to tell the  
Story;  
Testimony from an  
injured worker

Eye on L&I

L&I Audits to affect painting industry

The Department of Labor and Industries (L&I) has announced it will begin audits of employers in the painting industry. L&I has sent letters to painting contractors across the State in advance of an audit of selected employers scheduled to begin on March 1, 2009.

The Department has found that workers' compensation rates for the exterior painting risk class (0504) appear to be too high, while rates in the interior painting risk class (0521) appear to be too low. This may be caused by some employers reporting more of their workers' compensation hours in the lower-cost interior painting risk class while reporting injuries mostly in the higher-cost exterior class, since more injuries would typically be expected in that class. The point of the audits is to determine whether or not this is the case and, if so, to correct the problem.

Employers will find that L&I is taking a new approach to industry-wide audits like this one. On February 10, L&I sent letters to more than 4,600 firms that report in one or both of these risk classes, letting them know what the auditors will be looking for and offering employers the opportunity to review their workers' compensation reporting practices before the audits begin.

A typical audit examines the past four quarters. In this case, if a firm discovers incorrect reporting and works with its L&I account manager to correct the problems, they will typically face four quarters of amended reports and will need to pay any premiums owed. The Department will minimize or waive penalties in most

PSASS  
Steering Committee  
Wed, March 11, 2009  
6:30am  
Emerald Green  
Restaurant  
13100 48th Ave South  
Tukwila, WA 98168

### Training Calendar

March

Mon 03/09  
CPR/First Aid  
Certification: Lacey  
Tue 03/17  
Drug & Alcohol  
Awareness for  
Supervisors

Thu 03/19  
Crane Rigging

Fri 03/20  
Crane Supervisor/Lift  
Director

Tue 03/24  
CPR/First Aid  
Certification

Wed 03/25  
Excavation, Trenching,  
& Confined Space:  
Lacey

**Course Highlight This Month**

Thu 03/26  
Back Care & Safe  
Lifting Methods: Lacey

Tue 03/31  
Flagger's Certification  
April

Tue 04/07

cases. However, once a firm is contacted by an L&I auditor, normal penalties and interest will apply if incorrect reporting is found.

### Wage Rate corrected by L&I

On March 20, 2009, a corrected rate for journeyman power equipment operators will go into effect, according to L&I. The Prevailing Wage Program made a correction to the 03-04-2009 Wage Update period which will affect several counties in Central and Western Washington.

The rate change affects two classifications: Crane, Friction over 200 tons and Cranes, over 300 tons, or 300' of boom including jib with attachments.

In addition, the Department has issued corrections for the following classifications: drywall taper apprentice; laborers - journey level; ironworkers apprentice; painters apprentice; and soft floor layers apprentice. [Click here](#) to view the complete announcement.

### OSHA update: proposed rule revising respirator fit testing

The Occupational Safety and Health Administration (OSHA) has proposed two revised fit test procedures under OSHA's Respiratory Protection Standard for determining the effectiveness of facemasks. According to OSHA, the proposed protocols would apply to employers in general industry, shipyard employment and the construction industry. The Administration will accept comments until March 23, 2009. For more information please [click here](#).

### OSHA Reminder: Posting injury and illness summaries

Employers are reminded that as of February 1, 2009, summaries of the total number of job-related injuries and illnesses that occurred last year must be posted. According to the Agency, employers are only required to post the Summary (OSHA Form 300A) and not the OSHA 300 Log. The Summary must be posted from February 1 to April 30, 2009.

### SMART Updates

### Safety Summit: Living to tell the story

Mark your calendar to attend this month's Puget Sound



OSHA 10-Hour  
Thu 04/09  
Scaffold/Ladder -  
Train the Trainer

Tue 04/14  
Fall Protection

Wed 04/15  
CPR/First Aid  
Certification: Lacey

Thu 04/16  
Crane Rigging

Wed 04/22  
Violence in the  
Workplace

Thu 04/23  
Accident Response  
and Investigation

Wed 04/29  
CPR/First Aid  
Certification

Area Safety Summit on March 11 at the Aerospace Machinists Hall. Dan McMurdie, Construction Specialty Services Program Manager for DOSH and L&I, survived a life threatening heart attack one year ago. His wife performed CPR and saved his life. He will present "A Second Chance: Living to tell the story," an account of his ordeal and the importance of CPR in the workplace and at home.

In addition, Jim Voss, a specialty compliance inspector in the High Voltage group in the Construction Specialty Services Program, will present "Testimony from an injured worker." Jim had an unfortunate accident when he came into contact with high voltage on the job. He retired from the high voltage industry and now works for L&I. This presentation helps instruct all of us on the importance of safety and is proof that one misstep or shortcut could be our last.

#### SHIP Grant test trainings in progress

The SHIP\* grant "Personal Protective Equipment, It's Personal!" has entered the next stage of development and is charging ahead with focus groups and test trainings. Feedback from safety professionals and government agency representatives has been incorporated in training presentations which are being conducted around the State.

The team will offer demonstrations to the workforce this month, soliciting feedback from Hispanic workers who will be the end-users of this training. For more information or to sign-up to participate in the next test training or focus group, please contact [Anne Laughlin](#) or call (206)459-0105.

*\*Safety and Health Investments Project (SHIP), funded by the Department of Labor and Industries*

Safety, Health and Welfare

#### Course Highlight: Preventing back injuries

Back injuries are the single most frequent and costly injury involving claims. Preventing injuries of this type demands more than basic training in order for employees to retain -and live-what they have learned.

On March 26, the SMART Education Center will offer

["Back Care and Safe Lifting"](#) which benefits employees in all industries. This course takes training beyond simple explanations and encourages participation in discussions and demonstrations. Interactive prevention training gives employees a personalized approach to caring for their backs. Employees will learn safe lifting techniques, stretching and strengthening exercises in addition to gaining an understanding of the musculoskeletal issues involved.

#### Safety Geeks 2009 in support of children

Safety Geeks 2009 is proud to support [Kids' Chance of Washington](#). On July 8, 2009, safety officers and industry professionals return to the course for a round of golf in support of Kids' Chance of Washington, a need-based scholarship program for the dependent children and spouses of workers killed or seriously disabled in a workplace accident in our state.

The scholarship program relies on donations from business and labor organizations as well as individuals, employers, and other groups committed to relieving the financial burden of going to college for those who are struggling with the disability or loss of a parent or spouse. Scholarships may be used for tuition, books, fees, room and general living expenses associated with any accredited university or community, technical or vocational college.

Please [click here](#) for more information about this year's Safety Geeks Golf Tournament.

In our Safety Community

#### Port of Seattle and Pellco Construction: A relationship built on safety

At the last Puget Sound Area Safety Summit, Ray Rawe, Chief of Engineering for the Port of Seattle and Mike Pelliteri, owner and president of Pellco Construction, described a connection far deeper than "business as usual." One came away with the sense that there was a great deal of appreciation between contractors and that this relationship had been built on something personal.

In fact, that "something personal" turned out to be a sincere commitment to safety and the knowledge that, despite all odds, workers should go home to their

families safely each day.

After an overview of the Port's massive portfolio of projects and properties, Rawe focused on what makes the Port particularly proud: an excellent safety record with very few worker injuries. In addition to a strong commitment to employees, the Port maintains an active role in the community.

"We have been attending the Puget Sound Area Safety Summit on a regular basis," stated Rawe. "It is part of our commitment to staying involved with the construction safety community."

In keeping with its Capital Improvements Program (CIP), the Port created its own construction safety manual and its construction safety specs are constantly undergoing improvement. One such improvement was to institute a disciplinary program that seeks to encourage worker safety at all levels: workers, supervisors and key management.

"The Port has a mandatory drug testing program in place, conducts jobsite safety inspections and monthly internal and external workforce training," stated Rawe. "We use a scorecard to evaluate projects and as a benchmarking tool for contractor performance, which has been particularly effective."

The Port works closely with its partners: the trades, insurers, contractors and its customers.

In closing, Rawe imparted some final words about the Port's stringent requirements to his audience: "My advice to owners is, once you have a proven safety program, stay with it because you know the results. Don't let others push you around - stick to your guns."

Acceptable versus unacceptable risks

"There are acceptable risks and unacceptable risks," explained Mike Pelliteri describing a 100-mile motorcycle race in which he competed. "I had made it to the first pit stop and when I got there I couldn't find any of my crew. My wife and eight-year-old daughter were supposed to be there and they weren't."

His bewilderment turned to fear when he found out what had happened. One of the competitors lost control of his motorcycle and crashed into their tent, injuring his daughter and landing on his wife, pinning her to the ground. His daughter suffered a broken arm and his wife's legs were badly burned.

"For me, the acceptable risk was my own undertaking - competing in the race. But my family had assumed the unacceptable risk and that was not okay," he said.

As a business owner, Pelliteri feels responsible for his employees. He knows that it is not okay for his workers to assume the unacceptable risk of coming to a job site that isn't safe. His responsibility to them is to make certain they are given safe working conditions and the appropriate training.

Pellco Construction went to work for the Port of Seattle on the third runway project at SeaTac Airport.

"It was a huge undertaking," recalls Pelliteri. "It was intimidating to work for the Port of Seattle for the first time. We saw the spec book and weren't sure we were up to the challenge. But once you've done it and understand what they want, you're not afraid to tackle it the next time."

Pelliteri had help from the Port, pointing to the fact that they were there to help him succeed - not hinder his progress.

"We embrace the spec book now. We are more sophisticated because we've done it once."

For more information about the Puget Sound Area Safety Summit or about the contents of this newsletter, please contact [Anne Laughlin](#), SMART Administrator, or call 206.459.0105.

[Safety Summit](#) | [Member Services](#) | [Education Center](#) | [Job Bank](#) | [Retro](#)



*AN ASSOCIATION DELIVERING  
SMART CHOICES TO SMART EMPLOYERS*

## SMART Education Safety Classes

### [Sign Up Online Today!](#)

If you don't see the classes you want, [Click Here](#) to visit our Online Calendar to see all available classes that we offer!

- ☐ [Back Care and Safe Lifting Methods](#)  
Back injuries are the single most frequent and costly of all claims. Basic lifting courses can only provide a quick fix. With targeted prevention training, employees are given a personalized approach to caring for their backs, and training methods to work safely.

This interactive course encourages participation in discussions and demonstrations to address five styles of learning, such as going beyond "how to" by explaining why injuries happen and the musculoskeletal changes that result.

Other topics covered include safe lifting and body movement methods specific to production environments and learning how a healthy lifestyle can help prevent injuries and contribute to one's overall quality of life. Employees will also learn stretching, back comfort, and strengthening exercises. This class is active, informative, fun, and

### Contact Information:

Registration:  
Online at  
[www.smartwa.org](http://www.smartwa.org)

SEATTLE Location:  
SMART Education  
Center  
130 Nickerson St # 304  
Seattle WA 98109

LACEY Location:  
SMART Education  
Center  
975 Carpenter Rd NE  
#201  
Lacey WA 98516

For questions or  
registrations:  
P: (206) 812-3824  
F: (206) 298-4250  
[education@smartwa.org](mailto:education@smartwa.org)

Complete schedule  
information is available  
on the SMART  
Education website:

extremely beneficial to all vocations, including production, driving, warehouse, shipping, farming, hospitality, storage and manufacturing.

Date: September 22 (8am – 10am)

Location: Education Center - SEATTLE

Fee: Member/Non - \$40/\$45

☐ [Anti-Harassment and Discrimination for Supervisors](#)

The average cost to defend a harassment or discrimination lawsuit is over \$300,000 and the average jury verdict is over \$1 million. In 2007 over 12,000 claims of sexual harassment and countless discrimination claims were filed with the EEOC. Was your company one of them?

Reduce your risk and liability by enrolling supervisors in this preventative training course that will help them better pass this information on to your employees. Take precautionary steps to avoid claims as well as office tension and low employee morale by attending this two hour course instructed by attorneys specializing in Labor and Employment Law with over 45 years of experience between them.

Upon completion of this course, the participant should be able to:

- Understand what behavior is and is not appropriate in the workplace and why
- Help your company create and implement an anti-harassment policy
- Protect yourself and your staff from harassment incidents and complaints
- Understand when mediation is and is not appropriate
- Understand the four-stage complaint resolution process
- Help identify solutions to a harassment complaint

[Click Here](#)

Date: September 22 (1pm – 3pm)  
Location: Education Center - SEATTLE  
Fee: Member/Non - \$50/\$60

☐ [Personal Protective Equipment - Train the Trainer](#)

This FREE Course has been developed by the SMART Association for the construction industry, and has been made possible through a grant.

Using visual aids, this 1+ hour power point training minimizes the use of language so that a broader non-English speaking population can be reached, particularly enabling English speaking trainers to educate Hispanic construction workers about the necessity and use of PPE, and increases compliance.

Reviewing who, what, when, where, and why; the risks, and health hazards PPE protects against, the health and safety exposures when not used, promotes “Personal Responsibility” for using PPE, and motivates workers to encourage others by modeling safe behaviors through placing personal value on health and safety and the impact to their quality of life.

This Training Material is produced under a SHIP grant #2008-XC-00061 Safety and Health Investment Project and the Washington State Department of Labor and Industries. It is not a technical document nor replaces reliance on Washington State Safety and Health Rules and may not necessarily reflect all those views, nor does the mention of trade names, commercial products, or organizations imply endorsement by the Government.

Date: September 23 (1pm – 3pm)  
Location: Education Center - SEATTLE

□ [Accident Response and Investigation:  
Lacey](#)

If a serious accident occurs on your site, are you prepared? Knowing how to properly handle a workplace accident and investigation can prevent a difficult situation from becoming worse. Learn how to respond to the media, family of the victim, co-workers and WISHA inspectors.

Learn procedures for:

- Securing the scene
- Developing an emergency action plan
- Implementing a pertinent contact list
- Interviewing key witnesses
- Managing team roles
- Preparing a media response
- Recordkeeping and photographs
- Tips on handling investigators
- Accident prevention tools

Take away valuable action plans for the first two hours following an accident. Course includes emergency response planning tools.

Date: September 24 (1pm – 4pm)

Location: Education Center - LACEY

Fee: Member/Non - \$50/\$65

Visit us today at  
[www.smartwa.org](http://www.smartwa.org)



**OSHA  
Summer 2009  
Regional ESL & Outreach Material**

**Featured This Issue**

1 Where to Find OSHA Training Requirements and How They Apply to Spanish-Speaking Employees  
2,3 SMART short course August 4th, 2009 in Seattle - Personal Protective Equipment, It's Personal ! Article and related flyer.  
4 Spanish Language Resources on the web  
5 Twelve Month Calendar and information about events sponsored by the Washington Department of Labor and Industries that involve Hispanic Outreach  
Coast Rhododendron pictured above  
flower of the State of Washington  
Telephone Contacts  
Federal OSHA  
Seattle Regional Office - (206) 553-5930  
Anchorage Area Office - (907) 271-5152  
Bellevue Area Office - (425) 450-5480  
Boise Area Office - (208) 321-2960  
Portland Area Office - (503) 326-2251  
OSHA Training Institute (847) 759-7700  
U.S. DOL - Wage & Hour in Seattle (206) 515-2770  
WA State Labor & Industries  
Safety & Health Hot Line - (800) 4BE-SAFE  
Seattle - (206) 515-2800  
Tumwater - (360) 902-5799  
Everett - (425) 290-1300  
E. Wenatchee (509) 886-6500  
Spokane (509) 324-2600  
Toll Free (800) 509-8847  
State of Oregon - OR-OSHA  
(800) 922-2689  
Salem Central Office (503) 378-3272  
Portland - (503) 229-6193  
State of Alaska  
(800) 770-4940

Where to Find OSHA Training Requirements and How They Apply to Spanish-Speaking Employees  
Spanish-speaking employees accounted for a disproportionate number of workplace fatalities in 2006. Hispanic employee fatalities accounted for 16 percent of the 5,703 total fatal work injuries in the U.S. The rate of 4.7 fatalities

per 100,000 employees for Hispanic employees was 21 percent higher than the rate of 3.9 fatalities per 100,000 employed for all employees. This appears to be due in part to the fact that Hispanic employees are disproportionately employed in higher-risk occupations, such as construction and manufacturing, where proper training is essential to a safe workplace. For example, the construction industry accounts for approximately 7 percent of all employment, but approximately 20 percent of workplace fatalities. Hispanic employees comprise almost 15 percent of the construction workforce, a percentage somewhat above their representation in the overall workforce.

Many standards promulgated by OSHA explicitly require an employer to train employees in the safety and health aspects of their jobs. OSHA considers training to be an essential part of every employer's safety and health program for protecting employees from injuries and illnesses. An effective program of safety and health training, communicating information in a manner that employees are capable of understanding, can provide numerous benefits, including fewer injuries and illnesses, better worker morale, and lower insurance premiums.

To help employers, employees, safety and health professionals, training directors, and others to locate relevant OSHA training provisions, the Agency has excerpted and collected its training-related requirements in OSHA publication #2254, "Training Requirements in OSHA Standards and Training Guidelines" (also available as a 720 KB PDF). This publication can serve as a guideline to employers as they develop safety and health training programs for their Spanish-speaking employees. The complete list of OSHA standards, and a searchable database of OSHA's interpretations of those standards, is available online on OSHA's Laws, Regulations and Interpretations Web page. In addition, the Agency issued the "OSHA Training Standards Policy Statement" on April 17, 2007, which reiterates OSHA's policy that employee training required by OSHA standards must be presented in a manner that employees can understand. Hyperlinks to material covered in the article above:

1) OSHA publication #2254, "Training Requirements in OSHA Standards and Training Guidelines"

HMTL File - <http://www.osha.gov/Publications/2254.html>

PDF File - <http://www.osha.gov/Publications/osh2254.pdf>

2) OSHA's Laws, Regulations and Interpretations Web page

HMTL File - <http://www.osha.gov/comp-links.html>

3) OSHA Training Standards Policy Statement" on April 17, 2007

HTML File -

[http://www.osha.gov/pls/oshaweb/owadisp.show\\_document?p\\_table=INTERPRETATIONS&p\\_id=25658](http://www.osha.gov/pls/oshaweb/owadisp.show_document?p_table=INTERPRETATIONS&p_id=25658)

#### Safety and Health Grants - WA - LNI SHIP Program

Safety and Health grants are now available from Washington State Department of Labor and Industries. Through the SHIP Program (Safety and Health Investment Projects), eligible grants should aim to prevent injuries and illnesses, save lives,

and educate workers and employers about workplace hazards and safe workplace practices. Priority will be given to proposals that involve cooperation between employers and employees and their representatives. More information on the grants can be found at:

<http://www.lni.wa.gov/Safety/Topics/AtoZ/Grants/default.asp>

The SMART Association, a non-profit organization dedicated to promoting safety through a wide range of services including education, was recently awarded a SHIP grant totaling \$143,641 for "Personal Protective Equipment, It's Personal!" This grant is geared towards free safety and health training for workers in Washington State. The initial target audience is Hispanic and other ESL construction workers. SMART is currently seeking input from contractors, ESL coordinators and other professionals who may want to participate in focus groups or test trainings. Program coordinators are requesting input on a variety of topics including types of training modules to cover, delivery methods for training, and ESL related demographics.

The purpose of the program is to enhance training for ESL construction workers regarding PPE use, and to reach at least 125 safety and health trainers, and a minimum of 1500 workers with information produced by the grant. An ultimate goal is to see a measurable increase in the use of Personal Protective Equipment as well as a reduction in injuries and illnesses at the workplace.

For more information on the Personal Protective Equipment, It's Personal! grant, please contact Anne Laughlin, SMART Administrator at 206.459.0105 or [alaughlin@smartwa.org](mailto:alaughlin@smartwa.org)

Newsletter Mission Statement: To provide a monthly update on outreach activity, OSHA compliance assistance and upcoming events for English as a Second Language (ESL) & Hispanic stakeholders and employers in Region Ten - Alaska, Idaho, Oregon, and Washington. Additionally, provide committees and safety and health groups with pertinent topics for their membership. Material is collected from the OSHA website, or information that has been presented to the public in various forums or media. OSHA is the acronym for the Occupational Safety and Health Administration of the U.S. Department of Labor.

**THE SAFETY THRUST  
MAY 2009  
ASSE WEBSITES:**

International Society: <http://www.asse.org>  
Region 1: <http://region1.asse.org>  
Puget Sound Chapter: <http://pugetsound.asse.org>

Job listings, membership information, meetings, publications, and much, much more!!!

**SMART Safety Class in "Personal Protective Equipment"**

SMART is offering FREE classes in "Personal Protective Equipment - TRAIN THE TRAINER"

This free course has been developed by the SMART Association for the construction industry, and has been made possible through a grant.

Using visual aids, this 1+ hour power point training course minimizes the use of language so that a broader non-English speaking population can be reached, particularly enabling English speaking trainers to educate Hispanic construction workers about the necessity and use of PPE, and increase compliance. Attendees will receive both the PPE Training and job site visual aids.

This Course is a MUST for those who train, supervise or influence Hispanic construction workers.

Date: May 12th (1pm to 3 pm)

Location: Education Center - LACEY

Fee: FREE (Pre-registration Required)

AND

Date: May 21st (7 a.m. to 9 a.m.)

Location: Education Center - SEATTLE

Fee: FREE (Pre-Registration Required)

AND

Date: June 16 (8 a.m. to 10 a.m.)

Location: Education Center - SEATTLE

Fee: FREE (Pre-Registration Required)

MORE INFORMATION: [www.smartwa.org](http://www.smartwa.org)

Phone: (206) 812-3824 e-mail: [education@smartwa.org](mailto:education@smartwa.org)

## Article Tu Decides Bilingual Newspaper June 2009

### Worker safety top concern in construction: New, free bilingual training

By Anne Laughlin

When the SMART Association received a grant to produce bilingual safety training and materials for the construction industry last fall, it was on to something big. The grant, funded and supported by the Department of Labor and Industries' (L&I) Safety and Health Investment Projects program (SHIP), has attracted the attention of employers, labor organizations, and most importantly, the Hispanic workforce.

The grant, 'Personal Protective Equipment (PPE), It's Personal,' focuses on communicating the importance of wearing proper PPE to the Hispanic workforce in Washington State. It emphasizes the personal impact an injury can have on quality of life and that injuries affect not only the employee but also the employee's family, community, and employer. The project team received valuable input and direction from L&I, as well as tested the training with employers and workers.

"This training promotes personal responsibility among the Hispanic workforce," said Manolo Zaldivar, DOSH Hispanic Outreach Coordinator of L&I. "Many workers don't realize that state law requires employers to provide both PPE and Safety & Health training free of charge. If they think their paycheck is going to be docked in order to pay for PPE, they won't speak up."

Margie Weinberg, project manager, has many years of experience developing and managing grants which help to improve workforce safety in construction. She teamed up with Anne Laughlin, Administrator of the SMART Association, who is bilingual. Together, they conduct trainings around the state at SMART Education Centers and at employer work sites.

"The feedback from employers and other organizations about our training has been positive," stated Weinberg. "The training is effectively helping to break down language barriers and to help English speaking trainers communicate the necessity and use of PPE to the Hispanic workforce."

One of the goals of the grant is to increase compliance and to ensure proper use of PPE which reduces workplace accidents and injuries. The training covers the types of risks found on construction sites and health hazards which are avoided by wearing PPE. The team developed a photo-rich, bilingual presentation that is available on disk as a power point with or without bilingual voiceover and as large laminated color copies for tool box talks. Those who attend train the trainer courses also receive training manuals and PPE giveaways for the employees they will train at their companies.

"The voiceover on the disk version is in Spanish and English," noted Weinberg. "English-speaking trainers are telling us the presentation is helping them learn some Spanish. The Hispanic workforce can use the training to help them with English."

The "Personal Protective Equipment, It's Personal" training runs approximately one hour in its entirety, or can be offered in Tool Box talks as PPE modules. The training is provided free of charge to construction workers and employers in Washington State and provides visual reinforcements for the jobsite.

The training, Personal Protective Equipment, It's Personal, will be offered on June 25, from 5:30-7:00PM, in the Main Meeting Room at the Mid Columbia Library, 1620 S. Union, in Kennewick. The training is free of charge for employers and workers and attendees will receive PPE giveaways and training materials. Please register today by calling (206) 812-3842 or send an email to [alaughlin@smartwa.org](mailto:alaughlin@smartwa.org). For further event details please visit [www.smartwa.org](http://www.smartwa.org).

## *¡Equipo de Protección Personal, Es Personal!* **Personal Protective Equipment, It's Personal!**

### Course Overview

Review with Hispanic construction workers the need and use of Personal Protective Equipment

- Time Requirement: 10-20 minute modules to 1+ hour all modules
- Presentation
- Discussion: hazards analysis, policies
- Demonstration/Exercises: Donning respirators, inspecting, cleaning, donning hearing protection, eye wash demonstration

### Course Objectives

#### **CAUSE & EFFECTS**

- What is PPE and how it protects you
- Proper selection
- Employee and Employer Responsibilities
- When and why PPE is necessary
- Hazards that PPE protects against
- Risk factors associated with injury and illnesses exposures without PPE
- Understanding irreversible health effects
- Consequences and impact on quality of life
- Injury and illness statistics related to lack of PPE

#### **MEASURABLE OUTCOMES**

- Impact on view of their personal safety and health
- Understanding personal role in protecting health and safety
- Modified risky behaviors related to PPE use or misuse
- Increased motivation to seek out, use, and encourage others to use PPE
- Safer work habits
- Fewer accidents and illnesses (eyes, heads, feet, hands, lungs, hearing)
- Reduction in occupational exposures

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Website: [www.smartwa.org](http://www.smartwa.org)

*An association delivering smart  
choices to smart employers*

**¡Equipo de Protección Personal, Es Personal!  
Personal Protective Equipment, It's Personal!**



This **FREE** Course has been developed by the SMART Association for the construction industry, and has been made possible through a grant.

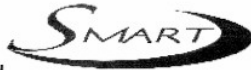
Using visual aids, this 1+ hour power point training minimizes the use of language so that a broader non-English speaking population can be reached, particularly enabling English speaking trainers to educate Hispanic construction workers about the necessity and use of PPE, and increases compliance.

Reviewing who, what, when, where, and why; the risks, and health hazards PPE protects against, the health and safety exposures when not used, promotes "Personal Responsibility" for using PPE, and motivates workers to encourage others by modeling safe behaviors through placing personal value on health and safety and the impact to their quality of life.

**When:** April 23rd, 2009  
May 21st, 2009  
7am-9am  
*Pre-Registration Required*

**Where:** Smart Education Center, Seattle  
130 Nickerson St, Suite #304  
Seattle, WA 98109  
206-812-3824

This Training Material is produced under a SHIP grant #2008-IC-00061 Safety and Health Investment Project and the Washington State Department of Labor and Industries. It is not a technical document nor replaces reliance on Washington State Safety and Health Rules and may not necessarily reflect all those views, nor does the mention of trade names, commercial products, or organizations imply endorsement by the Government.



**SMART ASSOCIATION**

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*An association delivering smart  
choices to smart employers*

Project Coordinator: Margie Weinberg date: April 11, 2009 Phone: 206-523-9044

Signature: Margie Weinberg



***¡Equipo de Protección Personal, Es Personal!***  
**Personal Protective Equipment, It's Personal!**  
**"Train the Trainer" Course**

FAX: 206-298-4292 Phone: 206-812-3824 Online: [www.smartwa.org](http://www.smartwa.org)

Please include the following information for those who are registering:

**Registration for September 23, 2009, 1pm-3pm**

Name(s): \_\_\_\_\_  
(please print)

Company: \_\_\_\_\_

Contact  
Information: \_\_\_\_\_  
(phone and email)

You will receive both the PowerPoint Training and jobsite visual aids.

This course is a MUST for those who train, supervise or influence  
Hispanic construction workers.

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