

**FEOSH Committee Conference Call**  
**MINUTES**

Begin: 10:00 AM EST

Conference call was held in conjunction with the ISM Conference in Knoxville, TN. Due to technical issues with the telephone connection, these minutes are a reconstruction of several parts of the conference call from the notes of the presenters to facilitate full content of the call.

1. The requirements and Needs for the FY2009 Annual DOE FEOSH Report to OSHA (Carlos Coffman, HS-31) This presentation discussed the new 2009 OSHA requirements for the annual Report. Site offices are to submit their input to HQ no later than October 5, 2009. The HQ DOE report to OSHA is due on January 1, 2010. Agencies will continue to be required to report on topics concerning injury and illness rates and the implementation of their occupational safety and health programs.

OSHA has requested six additional points of information to be included in the FY2009 annual report. Agencies must provide the following information:

- Information on each site's *Self-Evaluation Protocol* and submit an example of the self-evaluation protocol used in FY2009.
  - Submit a copy of the *Occupational Safety and Health Poster* – DOE (HQ) will submit the standard DOE poster; however, DOE sites are only asked to submit a site poster if the site poster contains information that is not presented on the DOE HQ poster. The DOE HQ poster is available on the FEOSH website at: <http://hss.energy.gov/CSA/CSP/feosh/pubs/FEOSH-2-22-r.pdf>.
  - In order to share contract language with other agencies/departments, OSHA is requesting examples of contract language used to ensure contractor compliance with federal workplace safety and health requirements (after discussion, it was determined that this information will be provided to OSHA by HSS and sites would not have to include an example of their contract language in their submission to HQ.)
  - Each site is asked to report on the number of employees who worked overseas in FY2009 and how each office is providing a safe and healthful workplace for these employees.
  - Sites are to include how pandemic flu planning is incorporated into their OSH program.
  - Include how each site plans for *OSH Safety Seminars and Conference Training*:
    - Report on any safety seminars or conferences planned for FY2010
    - Address if sessions will address 29 CFR 1960 requirement
2. Recap of HSS effort to baseline HSS FEOSH program (Bert Davis, HS-31)

Discussion of the evolution of the National Safety Council's (NSC) "*Occupational Safety Climate Assessment Report*" (*OSCAR*). The OSCAR was conducted in the fall of 2008. A brief explanation of the survey process and the survey results were communicated. Bert then discussed the "Safety Improvement Task Group" (SITG) which was assembled to make

priority recommendations based on the OSCAR survey instrument results. The SITG was comprised of members from labor, management and the HSS workforce. The SITG completed their recommendations in late May, 2009 and reported the high priority recommendations to HS-1 management at the HSS safety day picnic held in late June 2009.

3. Please send any ideas for topics of discussion to Dave Smith [Dave.Smith@eh.doe.gov](mailto:Dave.Smith@eh.doe.gov), Bert Davis at [Bertrand.Davis@hq.doe.gov](mailto:Bertrand.Davis@hq.doe.gov), Carlos Coffman at [carlos.coffman@hq.doe.gov](mailto:carlos.coffman@hq.doe.gov) or Sue Keffer [skeffer@PECI.net](mailto:skeffer@PECI.net).