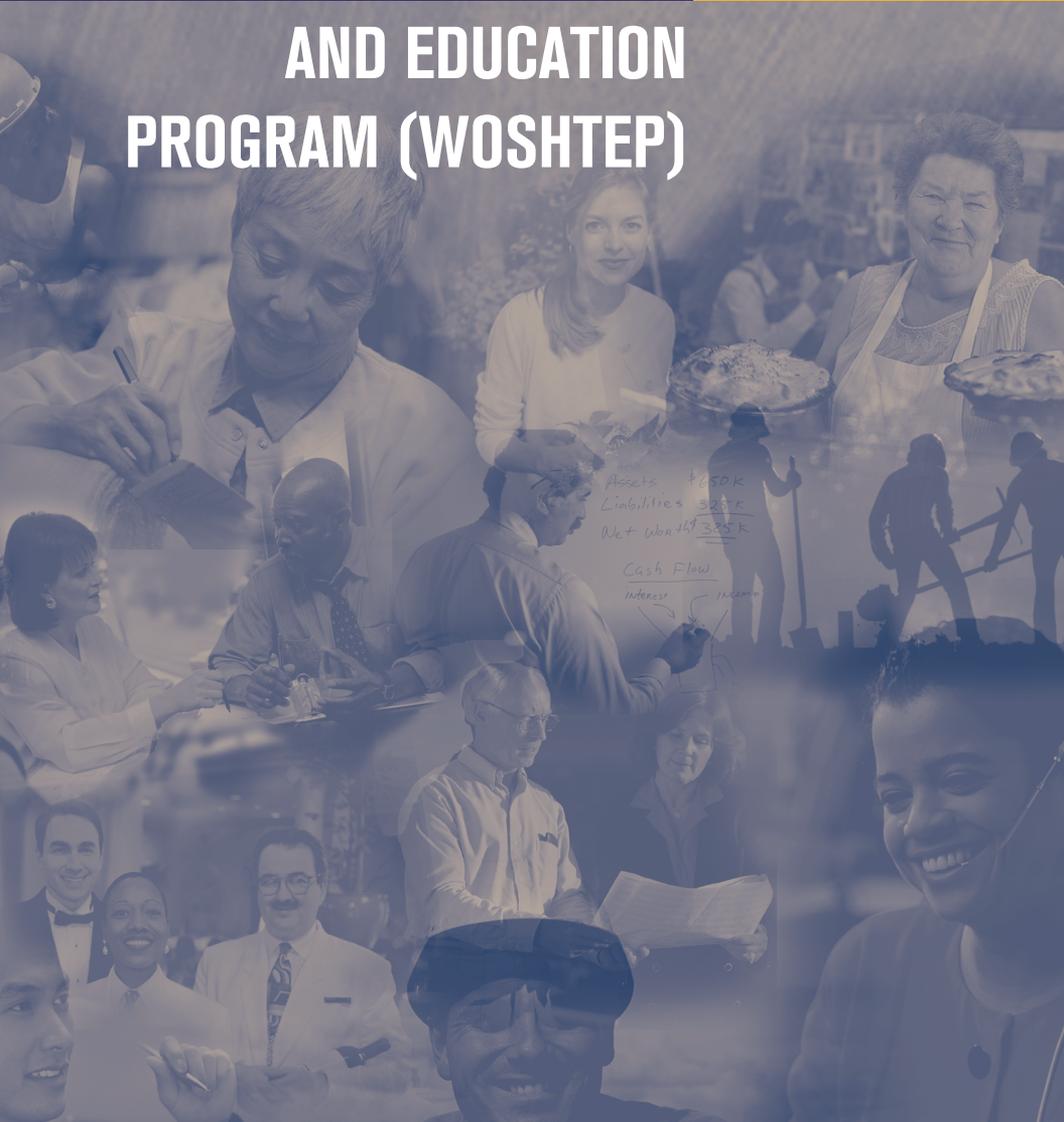


California Commission on Health and Safety
and Workers' Compensation's

WORKER OCCUPATIONAL SAFETY AND HEALTH TRAINING AND EDUCATION PROGRAM (WOSHTEP)



WHAT IS WOSHTEP?

The Worker Occupational Safety and Health Training and Education Program (WOSHTEP) is an exciting statewide effort aimed at reducing job-related injuries and illnesses among California workers. By promoting health and safety on the job, WOSHTEP can also help lower workers' compensation costs for employers. The program was created as part of workers' compensation reform and is administered by California's Commission on Health and Safety and Workers' Compensation (CHSWC) in the Department of Industrial Relations.

To help reduce job injuries and illnesses, WOSHTEP sponsors a variety of workplace health and safety training programs and distributes educational materials on job safety. Particular emphasis is placed on reaching employers and workers in industries with significant injuries, illnesses, and workers' compensation costs. Focus is also on groups with special needs, such as workers and employers who do not speak English as their first language, those with limited literacy, those in traditionally underserved industries or occupations, those in small businesses, and young people just entering the workforce. Efforts to serve these groups include collaborating with community organizations to prevent injuries and illnesses, adapting educational materials to meet the needs of vulnerable working populations, and raising awareness about occupational safety and health through presentations and short workshops.

All services aim to promote positive, healthy employment in California. WOSHTEP offers:

- Worker Occupational Safety and Health (WOSH) Specialist Training
- Small Business Resources
- Young Worker Health and Safety Programs
- Resource Centers in Northern, Central, and Southern California

The Commission's labor-management Advisory Board guides the development of all activities, provides links to the target audience, broadens partnerships with the employer, worker, and insurance communities, and evaluates the program.



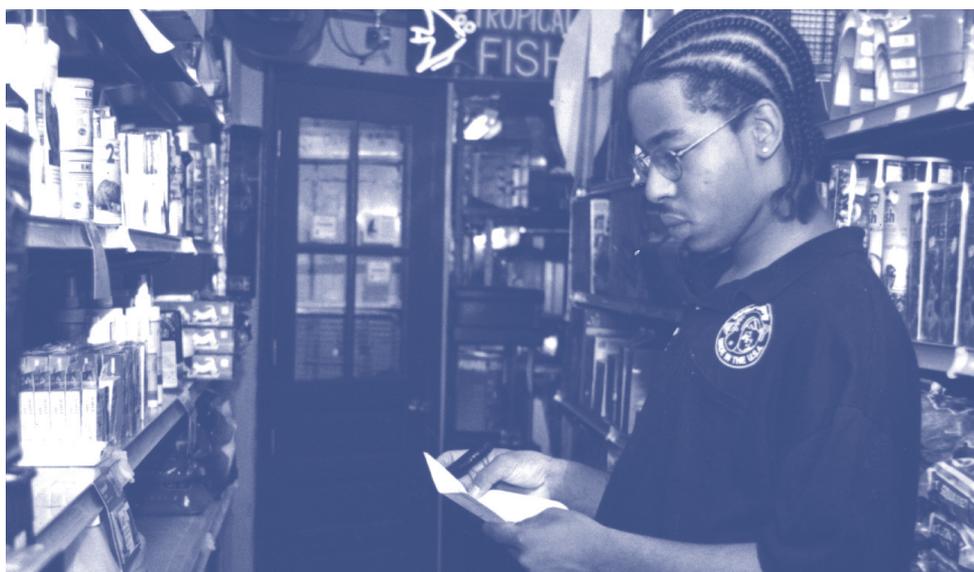
WOSH SPECIALIST TRAINING FOR WORKERS

One of the goals of WOSHTEP is to train California workers to be Worker Occupational Safety and Health (WOSH) Specialists. After completing the training, Specialists take a leadership role in promoting health and safety in their own workplaces. At work, a Specialist may:

- Assist with the employer's injury and illness prevention efforts.
- Help identify health and safety hazards.
- Help investigate the underlying causes of injuries.
- Help find and implement solutions to health and safety problems.
- Serve as a health and safety resource for others, including co-workers, the workplace health and safety committee, the union (if any), and the employer.
- Support the successful return to work of injured co-workers.

Workers interested in becoming WOSH Specialists attend a 24-hour course where they are introduced to key occupational safety and health concepts. They also learn how to take a leadership role in the workplace.

The curriculum includes core modules addressing basic topics relevant to workers in many different types of jobs, as well as supplemental modules covering specific industries and hazards.



The training program is offered in English, Spanish, and Chinese. It is provided free of charge and is taught through a statewide network of trainers. Training is coordinated by WOSHTEP's Northern California Resource Center at UC Berkeley, Southern California Resource Center at UCLA, and Central Valley Resource Center at UC Davis.

The program is especially appropriate for workers with significant health and safety responsibilities, such as those serving on health and safety committees, those designated by employers or unions as safety representatives, and/or those who will later train their co-workers.

SMALL BUSINESS RESOURCES

WOSHTEP provides easy-to-use training materials for small businesses that may not have enough workers to allow participation in the WOSH Specialist training. Small businesses face unique health and safety issues. For example, worker injuries and illnesses result in lost workdays and lost productivity, which are particularly costly for small businesses. One of the best ways to prevent injuries and illnesses is to engage workers in identifying and controlling hazards in their workplace.

The materials for small business owners and managers include a Training Guide for teaching employees important health and

safety skills, a Safety Orientation Checklist for orienting new employees, and Tip Sheets on topics of special concern. In addition to the general health and safety materials for small businesses, WOSHTEP develops industry-specific materials. Each year WOSHTEP selects a new industry for materials development and outreach. Currently, tailored health and safety materials are available for restaurants and janitorial companies. All materials for small businesses are available in English and Spanish.

“WOSHTEP small business resources are very useful in helping owners of small businesses train their employees in effective health and safety practices.”

- Scott Hauge, Small Business California



YOUNG WORKER HEALTH AND SAFETY PROGRAMS

Another important WOSHTEP goal is to prepare youth to take an active role in occupational health and safety throughout their working lives.

Youth also can play a unique role in teaching their peers and others in their communities about these issues. WOSHTEP has therefore established the Young Worker Leadership Academy (YWLA)



program. This program is designed to develop young workers into health and safety leaders at work and in their communities. Two or more Academy sessions are held each year, involving teams of youth from throughout the state.

Each Academy teaches participants about workplace health and safety and their rights on the job, as well as provides a forum for the youth to plan specific actions they can take to promote young worker health and safety back home. Teams have presented job safety information in schools and community centers, designed informational brochures and videos, and held school poster and public service announcement contests. These actions help publicize California's Safe Jobs for Youth Month in May each year, an activity of the California Partnership for Young Worker Health and Safety.

"At the Academy, I learned ways to speak up and make sure my work environment is safe." - Young Worker Leadership Academy Participant

A guide, "Teens Speak Out for Safety on the Job: Lessons Learned from the YWLA," is now available from the WOSHTEP Resource Centers to assist other programs throughout the country in conducting a Young Worker Leadership Academy.

For more information on young worker health and safety and on training and resources available, visit www.youngworkers.org.

RESOURCE CENTERS AND MULTILINGUAL RESOURCE GUIDE

WOSHTEP has Resource Centers in Northern, Southern, and Central California, housed at the Labor Occupational Health Program (LOHP) at UC Berkeley, the Labor Occupational Safety and Health Program (LOSH) at UCLA, and the Western Center for Agricultural Health and Safety at UC Davis. These are available to support the work of WOSH Specialists, WOSH trainers, small business owners and managers, participants in youth programs, and anyone needing help with workplace health and safety issues.

Resource Centers provide access to:

- Printed and online materials on occupational health and safety, including a number developed by WOSHTEP staff.
- Technical and research assistance.
- Referrals to state and local health and safety agencies.

WOSHTEP has also developed an electronic bibliography, *Multilingual Health & Safety Resources: A Guide to Worker Training Materials on the Web*. This is a collection of links to worker training materials available online in various languages. Materials include factsheets, checklists, curricula, and other educational resources that can be downloaded and printed to distribute to employers and workers participating in injury and illness prevention programs.

The Guide is available on the web at:

www.dir.ca.gov/CHSWC/MultilingualGuide/MultilingualGuideMain.html

Additional materials developed for WOSHTEP and available upon request include:

- A "Heat Hazards in Agriculture" training guide for employers, in English and Spanish.
- Motor Vehicle Safety Program, in English and Spanish.

"Through WOSHTEP, labor and management can effectively work together to improve health and safety on the job and reduce workers' compensation costs."

- Bonnie Kolesar, Assistant Secretary, Office of Risk Management,
California Department of Corrections and Rehabilitation



CONTACT US

WOSHTEP

Commission on Health and Safety and Workers' Compensation (CHSWC)

1515 Clay Street, Room 901
Oakland, CA 94612
510-622-3959
www.dir.ca.gov/chswc

Labor Occupational Health Program (LOHP)

University of California, Berkeley
2223 Fulton Street, 4th Floor
Berkeley, CA 94720-5120
510-643-4335
www.lohp.org

Labor Occupational Safety and Health Program (LOSH)

University of California, Los Angeles
Peter V. Ueberroth Bldg., Suite 2107
10945 LeConte Avenue, Box 951478
Los Angeles, CA 90095-1478
310-794-5964
www.losh.ucla.edu

Western Center for Agricultural Health and Safety

University of California, Davis
One Shields Avenue
Davis, CA 95616-8757
530-754-8678
agcenter.ucdavis.edu