

## ***OSHECCOM IMPLEMENTATION***

**STATUS:** Regional and field committees not fully implemented.

Progress since April 1997, but remaining disparity in the regions and field.

Status summary attached.

**CERTIFICATION REQUIREMENTS:** Fully functional OSH Program  
Implemented committee structure

**IMPLEMENTATION OBSTACLES:** Management/Division Support  
Communication/Training  
Funding  
PASS Issues

**RECOMMENDATION:** Allow additional time to fully establish committees at regional and field levels, provide necessary training, develop cooperative coordination between business lines, and establish a track record that shows that the safety and health program and the OSHECCOMs are functioning effectively within the FAA.

**SUB-COMMITTEE MEMBERS:**

James Winbush	ANS-500
Shirley Edwards	AGC-520
Don Oliveira	NATCA
Enid Kaspar	PASS - FS
Mary Wingard	AEE-200

## **REGIONAL/FIELD OSHECCOM OBSTACLES TO IMPLEMENTATION**

### **1. MANAGEMENT/DIVISION SUPPORT**

- Feedback from some regions indicates lack of interest from many non-AF operating divisions.
- Perception from the field that Headquarters “enforcement” is needed to ensure participation.
- Lower level employees assigned to committees in some regions rendering committee ineffective in accomplishing goals.
- Difficulty of FAA personnel (management & non-management) to cross organizational lines to form joint committees.

#### ***Recommendations:***

<b>1-1</b>	Letter from new Administrator reaffirming support for OSHECCOM, jointly endorsed by each Assistant and Associate Administrator. Distribution to all FAA levels. (AEE)	AEE
<b>1-2</b>	Ensure safety and health issues are briefed to the FAA Management Team.	Designated Safety and Health Official (DASHO)
<b>1-3</b>	Provide training as required by 29 CFR 1960.54 to top management officials to enable them to effectively support the FAA Safety and Health Program.	All lines of business with technical support from ANS-500 and AFZ-100
<b>1-4</b>	Each Headquarters Business Line establish a permanent safety coordinator trained to identify and support operational safety and health requirements of their straightlined organization. Technical assistance available from ANS.	OSHECCOM Chair to draft letter and send to Lines of Business via DASHO

### **2. COMMUNICATION / INFORMATION / TRAINING ISSUES**

- Lack of knowledge among employees on FAA safety and health program requirements.
- Agency-wide safety and health program (to include policy, training, etc.) not fully developed.
- Lack of communication throughout all levels of organization regarding OSHECCOM.
- Difficulties in establishing committee memberships, field structure.
- Ineffective use of OSHECCOMs. Focus of committees often lost.
- Lack of standardized OSHECCOM structure/training at all regions and field.

***Recommendations:***

<b>2-1</b>	Develop and distribute additional guidance and support materials to Regions/Centers and field to standardize OSHECCOM implementation.	AEE
<b>2-2</b>	Develop OSHECCOM training package and provide to Regions/Centers. (AEE/ANS)	ANS/AEE
<b>2-3</b>	Develop comprehensive Agency safety and health training plan.	ANS lead with input from each line of business
<b>2-4</b>	Request Lines of Business incorporate safety and health training requirements into their existing operational training programs.	OSHECCOM members

**3. PASS ISSUES**

- All unions except PASS have signed letter concurring with charter.
- PASS national notice to field reps advising of their non-concurrence has directly impacted on field implementation.
- PASS originally recommended consensus system.
- Current issues include membership, combined committees, pre-existing committees, and decision making

***Recommendations:***

<b>3-1</b>	Meet with new PASS President and National Safety rep to discuss issues.	AEE/AAF
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**4. FUNDING**

- Funding for committee member (union and management) travel to committee meetings and for OSHECCOM related training is a major issue for the Regions/Centers.
- Initial funding has been covered by AF in the interest of establishing the program.
- Budget cuts preclude continued full coverage by AF. F&E cannot fund travel.
- Implementation of OSHECCOM is an operational issue.
- Each business line is responsible for funding safety operational program requirements for their personnel (safety program support and OSHECCOM participation).

***Recommendations:***

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|------------|---|-----------------------------|
| <b>4-1</b> | Issue letter to each business line on requirements for OSHECCOM funding.                                    | OSHECCOM<br>Chair via DASHO |
| <b>4-2</b> | Headquarters should facilitate establishment of regional agreements to cover OSHECCOM funding requirements. | OSHECCOM<br>members         |

## ***HEADQUARTERS SAFETY COMMITTEE***

**Issue:** No formal process currently exists to address safety and health issues/requirements for headquarters personnel.

**Recommendations:**

1. Establish Headquarters Committee under AAD-50 lead with ANS technical support.
2. Each Headquarters Line of Business appoint representative to the committee.

## **Guide Book**

General introduction - committee purpose  
OSHECCOM relationship to regional safety program  
Roles and responsibility of Chair, Secretary, Members  
Committee structure  
Training requirements and availability (ANS package)  
Handling of employee complaints  
Elevating issues to higher level  
Summary of topics for discussion

