

Engaging Employers in Protecting Young Workers:



Tips and Best Practices from the Young Worker Safety Resource Center



Engaging Employers in Protecting Young Workers: Tips and Best Practices from the Young Worker Safety Resource Center was written by the National Young Worker Safety Resource Center, with input from young worker safety advocates from around the U.S.

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Introduction

This guide provides strategies that young worker safety advocates in state and local agencies and organizations can use to increase employers' knowledge and capacity to prevent workplace injuries among their young employees. Every year, approximately 150,000 teen workers under age 18 are injured on the job. Employers can play a critical role in preventing these injuries by providing appropriate training, a safe working environment, and an effective system for identifying and addressing workplace hazards. While these protections are needed for all workers, new and young workers are particularly at risk. Engaging employers in efforts to improve the health and safety of their young employees can also help prevent injuries among all workers.

This guide was developed by the Young Worker Safety Resource Center (YWSRC), which has been funded by the federal Occupational Safety and Health Administration (OSHA) for the past 10 years to help state-level teams focusing on young worker health and safety issues establish training for teen workers and share other resources and ideas. The YWSRC created this guide to assist the state teams and other advocates to engage employers in this issue. It includes examples of successful activities teams have used as well as ideas presented previously in two National Institute for Occupational Safety and Health (NIOSH) publications.^{1,2} While this is not intended to be a comprehensive guide to effective employer outreach and training, we hope it will assist readers as they try to involve employers in their prevention efforts.

The guide contains the following information:

- Basic messages to convey to employers about steps they should take to keep young workers safe on the job
- Potential partners in employer outreach with whom young worker safety advocates have worked
- Strategies for reaching and working with employers, with specific examples from some of our state partners
- A Resources section with links to specific examples of employer education tools as well as other resources that young worker safety advocates may want to share with employers

¹ *Promoting Safe Work for Young Workers: A Community-Based Approach*. DHHS (NIOSH) publication No. 99-141. November 1999. National Institute for Occupational Safety and Health, Centers for Disease Control and Prevention.

² *Working Together for Safety: A State Team Approach to Preventing Occupational Injuries in Young People*. DHHS (NIOSH) Publication No. 2005-134. May 2005. National Institute for Occupational Safety and Health, Centers for Disease Control and Prevention.

Basic Messages for Employers

Employers play the most critical role in protecting young workers on the job. State- and community-level young worker safety advocates have identified the basic steps employers need to take in order to provide young workers—and all workers—with a safe workplace and the training and supervision needed to work safely. Links to fact sheets summarizing these points for employers can be found in the Resources section of this guide. Here are the key messages that need to be conveyed to employers about what they can do:

1. Know and comply with relevant laws.

- ◇ Federal and/or state child labor laws. These prohibit teens from working late and/or long hours, and from doing especially dangerous work. Some states require working papers or permits for teen workers. Employers need to know what is required in their state.
- ◇ State and/or federal OSHA requirements relevant to their workplace. These laws are designed to protect all employees, including teens, from injury.

2. Establish an effective safety and health program.

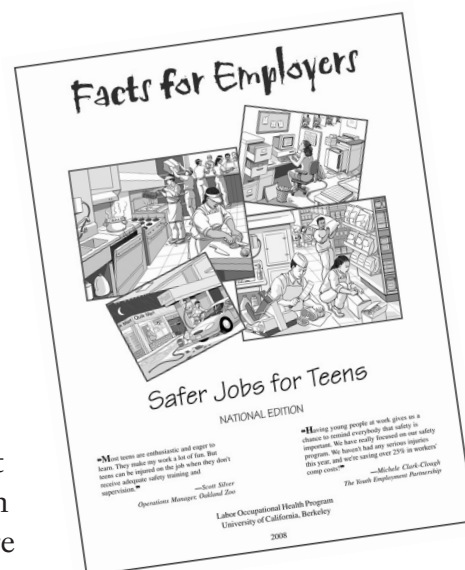
- ◇ Make sure that all jobs and work areas are free of hazards. The law requires employers to provide a safe and healthy workplace.
- ◇ Some states require a written health and safety program. Even if this is not yet required in your state, federal OSHA recommends that all employers have an injury and illness prevention program in place that includes management commitment and employee involvement; worksite analysis of health and safety hazards; hazard prevention and control; and training for employees, supervisors, and managers. See the *Small Business Safety Training Guide* listed in the Resources section of this guide for additional information.

3. Stress safety to frontline supervisors.

- ◇ Make sure frontline supervisors who give teens their job assignments know the child labor laws.
- ◇ Encourage supervisors to set a good example. Supervisors are in the best position to influence teens' attitudes and work habits.

4. Train young workers to put safety first.

- ◇ Give new and young workers clear instructions for each task, especially unfamiliar ones. Provide hands-on training on the correct use of equipment. Show them what safety precautions to take. Point out possible hazards. Lead by example.



- ◇ Don't make assumptions about what young workers know, even if something seems "common sense." This may be the first time they've had to think about the particular task or project you've given them.
- ◇ Observe teens while they work, and correct any mistakes. Retrain them regularly.
- ◇ Encourage teens to let someone know if there's a problem or if directions are unclear. Make sure teens feel free to speak up.
- ◇ Prepare all workers for emergencies—accidents, fires, violent situations, etc. Show them escape routes and explain where to go if they need emergency medical treatment. Provide the opportunity to practice what to do.
- ◇ Supply personal protective equipment when needed—goggles, safety shoes, masks, hard hats, gloves, etc. Be sure that teens know how to use these items and make sure they fit properly.

Pause at frequent intervals during the training to ask if the young worker has any questions; if possible, offer a question that lots of new workers ask (not just teen workers). This is good modeling and introduces the safety-conscious culture of the company.

—Jan Wierima, Program Manager,
Oregon Building Congress

5. Develop specific programs to support new and young workers.

- ◇ Assign more experienced employees to be "buddies" or mentors. This mentor, who is not the young worker's supervisor, can answer questions, give hands-on training, and offer safety tips.
- ◇ Implement strategies that clearly distinguish workers who are subject to child labor laws regarding allowable work hours and tasks.

Voluntary strategies to ensure compliance with child labor laws

One grocery store chain assigns red vests to those 14 and 15 years of age and green to 16- and 17-year-olds. Older workers wear blue. This way managers instantly know which youths are subject to which child labor rules. The managers know that after Labor Day, no worker in a red vest may be at work after 7:00 p.m. A ritual "rite of passage" has been developed to celebrate when a youth is old enough for the next color.

We also advise large chains to institute a child labor ombudsman position in the enterprise and publicize its existence among the employees. The ombudsman oversees child labor compliance, accepts and addresses anonymous complaints, and serves as a liaison to the local Department of Labor office.

—Art Kerschner, Chief, Branch of Child Labor and Special Employment Enforcement, U.S. Department of Labor, Wage and Hour Division

If employers follow these steps, they will have gone a long way toward protecting *all* employees in their workplace!

Potential Partners for Reaching Employers

Communicating young worker health and safety information to employers can be a challenge. The owners and supervisors in workplaces that typically employ teens—such as restaurants, retail stores, gas stations, and recreation programs—are very busy and have many competing demands. Rather than going directly to individual employers, state and local young worker health and safety advocates have found it more effective to work with programs and professional associations that serve and/or represent employers. In general, the organizations and programs most receptive to partnering are those that already focus on youth and/or health and safety. In addition, it is essential to identify an individual person in the organization who understands the value of getting health and safety information to employers and who is committed to making it happen. The partners described below are listed in approximate order of their potential for engagement, but it may be worthwhile to explore as many of these possibilities in your own community as you can.

Partners who can help you reach employers

- ✓ School- and community-based youth employment programs
- ✓ OSHA consultation or compliance assistance programs (including state plans)
- ✓ State and Federal Labor Department Child Labor Enforcement Staff
- ✓ One-Stop Career Centers
- ✓ Workers' compensation insurers
- ✓ Trade associations (e.g., restaurant associations)
- ✓ Small Business Development Centers
- ✓ Chambers of Commerce (including ethnic chambers)
- ✓ SCORE chapters
- ✓ Business improvement districts
- ✓ Professional associations for health and safety staff

School- and Community-based Youth Employment Programs

Most school- and community-based youth employment and work-based learning programs have direct access to the employers affiliated with their programs. These include:

- Job Corps
- Jobs for America's Graduates
- YouthBuild
- Workforce Investment Act-funded community youth employment programs
- Mayor's summer jobs programs
- State and local government agency employment programs
- School-based work experience programs
- School-based technical education, career technical, or cooperative education programs
- School-based transition programs for youth with learning and cognitive disabilities

In these programs, information is provided to participating employers through orientation packets, one-on-one orientation, group orientation workshops, and/or follow-up site visits. Many young worker safety advocates have worked successfully with these programs to integrate health and safety information for employers. Some states explicitly require that health and safety training be provided to students enrolled in vocational education or cooperative education programs, both in class and by the employer or worksite supervisor.

Reaching employers through school-based programs

In Massachusetts, health and safety is an integral part of the curriculum in vocational schools; employers are supposed to train students who are on a cooperative education assignment in their workplace. In addition, the Massachusetts Work-Based Learning Plan (WBLP) is a tool used in comprehensive high schools to assess a student's performance out in the workplace; workplace health and safety is one of the "Foundation Skills" on the WBLP. We've been successful in partnering with teachers, cooperative education coordinators, and career specialists to address the health and safety of students in the workplace.

—Beatriz Pazos Vauntin, Program Coordinator, Teens at Work: Injury Surveillance and Prevention Project, Massachusetts Department of Public Health

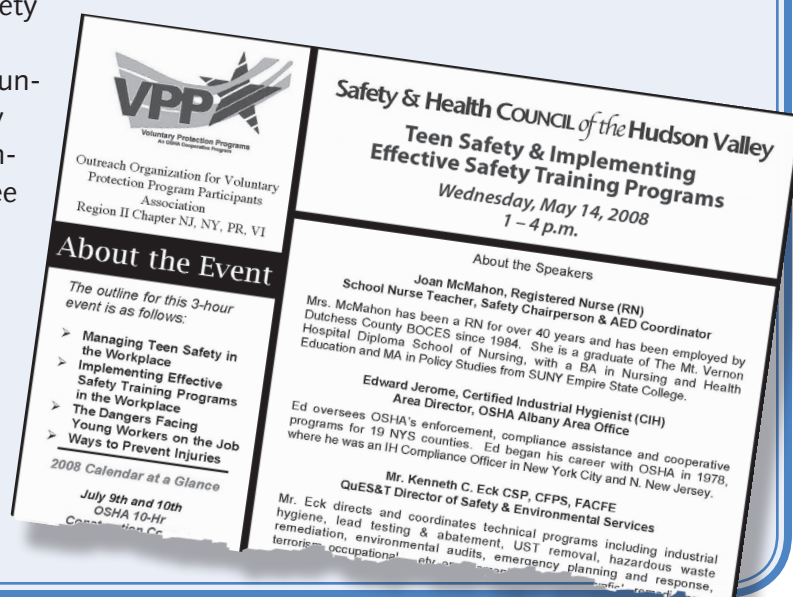
OSHA Consultation or Compliance Assistance Programs

Compliance Assistance Specialists (CASs) are available in states under federal jurisdiction, either in the OSHA area office or under contract through a local university or workers compensation agency. In states with their own state OSHA plans, this function may be served by state OSHA consultation staff. CASs operate differently in each state, but in general they respond to requests for help from a variety of groups, including small businesses, trade associations, union locals, and community and faith-based organizations, and are available for seminars, workshops, and speaking events. State young worker safety teams that have included OSHA CAS staff have been able to integrate young worker health and safety information into OSHA employer outreach efforts. To find CASs and learn about the type of services they offer in your state, go to http://www.osha.gov/dcsp/compliance_assistance/cas.html.

Reaching employers through OSHA programs

In New York, regional Health and Safety Councils, which are largely employer-based, are associated with OSHA Voluntary Protection Programs. The Albany Area OSHA Director has given presentations on teen worker safety for three of these councils. The Safety and Health Council event is usually a half-day or full-day event with about four workshops.

—Susan Zucker, Health Promotion Coordinator, Occupational and Environmental Health Center of Eastern New York



State and Federal Labor Department Child Labor Enforcement Staff

In addition to the federal child labor laws, most states also have their own child labor laws. These laws are enforced by staff within the “Wage and Hour” section of the state or federal labor department, in some cases by a specific “child labor unit.” These staff have been active partners in most state teams. They are in constant contact with employers of youth, and in some states, actively conduct many employer outreach activities, including workshops, booths at trade fairs and other employer events, and working with managers in specific companies. In many cases, they have been able to partner with OSHA staff and other young worker health and safety advocates to integrate information about health and safety into the information they are already sharing with employers about the child labor laws. To find state labor department enforcement staff, go to http://www.dol.gov/whd/contacts/state_of.htm.

One-Stop Career Centers

One-Stop Career Centers are supported primarily with federal funding through local Workforce Investment Boards under the Workforce Investment Act. These centers provide services to the entire community—businesses, job seekers, youth, and the general public—at no charge. They offer access to core employment services as well as direct referrals to jobs, training, education, and other employment services. They also provide training and other services to businesses to help them become more competitive, with a focus on helping them recruit and train qualified employees. Some young worker safety advocates have found the One-Stops receptive to distributing fact sheets for employers and to sending their staffs to health and safety training. For centers in your areas, see www.servicelocator.org.

Workers' Compensation Insurers

All employers are required to provide workers' compensation insurance for their employees. Workers' compensation companies typically offer loss prevention and/or educational services, which provide training, written information, or technical assistance to help policyholders make their workplaces safer. Workers' compensation insurance companies have been active participants on state young worker safety teams, helping fund and create teen and employer educational materials, promoting young worker safety resources for employers on their websites, and sponsoring health and safety workshops for their policyholders. Some workers' compensation insurers sponsor and help coordinate health and safety conferences, which are good settings for workshops on young worker safety.

Trade Associations

An industry trade group, also known as a trade association, is an organization founded and funded by businesses that are part of a specific industry, such as restaurant, retail, grocery, or agriculture. A trade association participates in public relations activities such as advertising, education, lobbying, and publishing, with a focus on activities that will benefit the industry as a whole. Associations may offer other services, such as conferences, classes, educational materials, networking opportunities, or charitable events. Many are connected to a separate industry-specific education and training organization. Young worker advocates have worked primarily with state and local

Our best success in working with the Massachusetts Restaurant Association was when we got them to distribute copies of our poster on first aid for burns to all of their membership.

—Beatriz Pazos Vauntin, Program Coordinator, Teens at Work:
Injury Surveillance and Prevention Project, Massachusetts
Department of Public Health



restaurant associations, retail associations, grower associations, and construction associations. Trade association partners have distributed posters and written materials and sponsored employer workshops. To find trade associations of interest, see http://www.google.com/Top/Business/Associations/By_Industry/ and <http://www.asaecenter.org/directories/associationsearch.cfm>.

As a result of my collaboration with the Washington Restaurant Association (WRA) I was appointed to their Education Foundation Board in 2005. This proved to be an invaluable experience and association for myself, the Department of Labor and Industries and the WRA. Our close working relationship accentuated our mutual needs and goals and became a positive force in the on-going commitment toward teen worker safety and positive employment opportunities for youth.

—Mary Miller, Child Labor Specialist, Washington State Department of Labor and Industries

Small Business Development Centers

Hosted by universities, colleges, and state economic development agencies and funded in part by the U.S. Small Business Administration, small business development centers (SBDCs) facilitate the creation, expansion, and retention of businesses. Approximately 1,000 centers throughout the U.S. provide one-on-one counseling, workshops, advice, and referrals to prospective and existing business owners. Centers assist with business plans, marketing, finance questions, and other issues. Although health and safety has not been a priority for most centers, several state young worker safety teams have successfully worked with local SBDCs to provide workshops for employers on establishing effective health and safety programs, including some with a focus on young worker issues. Attendance at workshops has ranged from a handful of employers to over 30 participants. For more information and local contacts, see <http://www.asbdc-us.org/index.html>.

Local Chambers of Commerce

A local chamber of commerce is an organization of businesses whose goal is to advocate on behalf of the business community in that city or community. Business members pay dues, which are used to hire staff to organize services and resource-sharing activities (including workshops, networking meetings, and newsletters), and/or advocate for policies that benefit the business community at the local or state level. Many chambers focus on providing opportunities for members to network with each other. In many larger cities there are also ethnic chambers (e.g., the Asian, Black, or Hispanic chamber of commerce). Young worker safety advocates have successfully worked with local chambers to host health and safety training workshops, but most local chambers are more likely to be willing to put information on their websites or share information through their online forums.

SCORE

SCORE, a nonprofit association partnered with the U.S. Small Business Administration, is dedicated to educating entrepreneurs and to the formation, growth, and success of small businesses nationwide. Through SCORE, working and retired executives and business owners donate time and expertise as business counselors. Currently 11,200 volunteers at 370 SCORE chapters serve very small businesses and start-ups. Counselors bring a wide range of experience; those who worked in human resources or environmental health may be particularly interested in workplace health and safety issues. Even chapters that do not have occupational safety as one of their priorities have been willing to announce resources to individuals and businesses on their online discussion boards or to post links to health and safety information on their websites. For more information and local contacts, see <http://www.score.org>.

Business Improvement Districts

A business improvement district is a specific area or neighborhood in a city within which businesses pay an additional tax or fee in order to fund improvements within the district's boundaries. These areas may be called business improvement areas, business revitalization zones, community improvement districts, special services areas, or special improvement districts. The funding provides the district with supplemental services such as extra street cleaning or security, capital improvements, and marketing. Some state and local young worker advocates have partnered with a local business district to offer training and information to the businesses in that neighborhood about health and safety and the hiring of young workers. The district staff can communicate with all businesses in that neighborhood, because they are all required to be part of the business improvement district.

Professional Associations for Health and Safety Staff

The two primary associations for health and safety staff are the American Society of Safety Engineers (ASSE) and the American Industrial Hygiene Association (AIHA). Both of these are national associations with local chapters in many areas. Although most safety professionals work or consult for larger companies or government agencies that may be less likely to hire teen workers, local AIHA and ASSE chapters or sections have nonetheless been active partners in some states, helping reach a broader employer audience or supporting other awareness efforts to promote young worker safety among employers. To find state or local chapters in your area, go to <http://www.aiha.org/insideaiha/localsections/Pages/default.aspx> and <http://www.asse.org/membership/findchapter.php>.

Strategies for Reaching and Working with Employers

State and local young worker health and safety advocates have used a variety of strategies to engage employers. Providing training, educational resources, and public recognition can be effective ways of increasing employer knowledge and improving practices relevant to the safety of young workers. The following section describes strategies that young worker advocates have used and summarizes some of their challenges and successes.

Strategies for engaging employers

- ✓ Presentations and trainings
- ✓ Creating and disseminating written information and resources
- ✓ Job fairs
- ✓ Recognizing good employers
- ✓ Targeted employer awareness campaigns

Presentations and Trainings

Finding ways to engage employers in workshops can be a challenge. They have limited time to attend meetings and generally want to make sure the skills and information they learn will be directly applicable to running their businesses. Young worker health and safety advocates have provided employers with presentations and trainings in the following ways:

- A stand-alone health and safety workshop—typically organized and sponsored with the partners described in the section above, such as youth employment programs, workers' compensation insurers, state and local restaurant associations, local chambers of commerce, and local small business development centers.
- A workshop integrated into the orientation provided to employers as part of youth employment programs.
- A session at a youth employment conference, attended by school- and community-based job training and placement professionals and the employers they work with.
- A session at an employer conference, such as governor's safety and health conferences and occupational safety conferences sponsored by workers' compensation insurers, or trade association conferences, such as those sponsored by a state restaurant association.
- A webinar or teleconference offered to a group of employers.

The topics can vary from short (15 minute) reminders about the basic health and safety steps employers should follow as part of the employer orientation component of summer job programs, to workshops ranging from one to three hours in length that introduce employers to effective injury and illness prevention programs and provide opportunities to learn about and practice effective training on common health and safety issues faced by young workers.

Challenges:

- ❖ It is very resource intensive to contact individual youth employment programs or employer organizations and conduct these workshops, especially when turnout is low.
- ❖ Most organizations only want to offer limited time at their conferences for health and safety information.
- ❖ It is very hard to get employers, especially small-business employers who are most in need of this information, to attend workshops.
- ❖ Where there are multiple workshops offered at one time at a conference, health and safety workshops and/or workshops focused on teen safety may not be priorities for participants.

What Has Worked:

- ❖ Reaching employers who are already interested in hiring youth, since they are actively seeking this information.
- ❖ Working with key partners who can effectively recruit employers, such as workers' compensation insurers (especially those that are governmental or quasi-governmental) and state OSHA consultation programs.
- ❖ Offering workshops early in the morning or mid-afternoon (especially for restaurants).

We have taken the message on young worker safety and health to the Oregon Governor's Occupational Safety and Health Conferences (GOSH). In 2009 we had a great response when awards for our teen safety video competition were presented there. The young people who developed the videos were present and said a few words about what they had learned about safety and their goals for the future.

This is an important venue for discussing these issues because employers have their eyes trained on the baby boomers' looming exodus from the workforce, and they view young people in a serious light as potential, if not current, employees.

We are excited to repeat our participation in the GOSH in 2011, when we will have a full day of safety and health training for over 100 young workers.

—Dede Montgomery, Chair,
Oregon Young Employee Safety

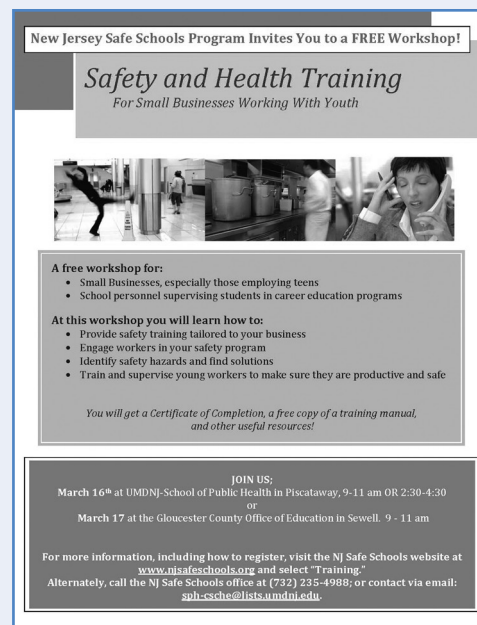
Recruiting local business allies to sponsor a workshop

The New Jersey Safe Schools Program (part of the School of Public Health at the University of Medicine and Dentistry of New Jersey) sponsored a series of small business health and safety trainings in collaboration with their OSHA Alliance partners. Outreach was conducted by city and county chambers of commerce, the state small business administration, county economic development offices, and local SCORE chapters. Workshops had limited participation despite extensive outreach, but they were well received by those who attended. During the three-hour workshop, participants engaged in a hazard-mapping activity and worked in small groups to determine potential interventions for reducing or preventing hazards. They also discussed concerns with a panel of representatives from the offices of the local small business administration, the county economic development agency, and OSHA Region II.

To have a successful training with many participants and speakers, you have to find allies in the local business community. These allies can introduce the person performing outreach as well as the idea of the training to their colleagues. Cold-calling organizations was not as helpful as using a familiar, respected name during introductions.

After the training, many of the panelists listed people they thought would be interested in helping conduct future trainings or who could be resources for participants. These people would be the best place to start as resources for who to contact and how to get more attendees.


—Sarah W. Kelly, Research Assistant, University of Medicine and Dentistry of New Jersey-School of Public Health



New Jersey Safe Schools Program Invites You to a FREE Workshop!

Safety and Health Training

For Small Businesses Working With Youth



A free workshop for:

- Small Businesses, especially those employing teens
- School personnel supervising students in career education programs

At this workshop you will learn how to:

- Provide safety training tailored to your business
- Engage workers in your safety program
- Identify safety hazards and find solutions
- Train and supervise young workers to make sure they are productive and safe

You will get a Certificate of Completion, a free copy of a training manual, and other useful resources!

JOIN US:
March 16th at UMDNJ-School of Public Health in Piscataway, 9-11 am OR 2:30-4:30
or
March 17 at the Gloucester County Office of Education in Sewell. 9 - 11 am

For more information, including how to register, visit the NJ Safe Schools website at www.njsafeschools.org and select "Training."
Alternately, call the NJ Safe Schools office at (732) 235-4988; or contact via email: snh-scshc@lists.umdni.edu.

- ❖ Including young people on the agenda and making links to training very clear and easy to follow up on. Employers are often persuaded to take this issue more seriously when they see talented young adults present from their own positive perspective.
- ❖ Getting young worker health and safety on the plenary agenda rather than in a single workshop competing with other workshops.
- ❖ Including information on young worker health and safety in existing workshops designed to inform employers about child labor laws and OSHA regulations, which employers already attend.

Reaching restaurant owners and managers

The Washington State Department of Labor and Industries partnered with the Washington Restaurant Association to sponsor a series of three-hour workshops titled “Injury Prevention in Quick-Service Restaurants: Changing the Culture of Workplace Safety and Health.” Over the course of a year, workshops were held around the state, reaching a total of 250 owners, managers, and supervisors as well as more than 10,000 employees. The agenda included information about the unique risk factors and training and supervisory needs of teen workers, workers’ compensation for workplace injuries, and the requirements under the health and safety regulations, as well as the child labor and other wage and hour laws. Participants received a certificate of recognition for attending the training and agreeing to implement a variety of safety practices. A follow-up evaluation showed that participants felt the workshop was very useful and that participating restaurants had a reduction in claims for injuries.

Comments from participants included:

“I didn’t know how many teens get injured on the job.”

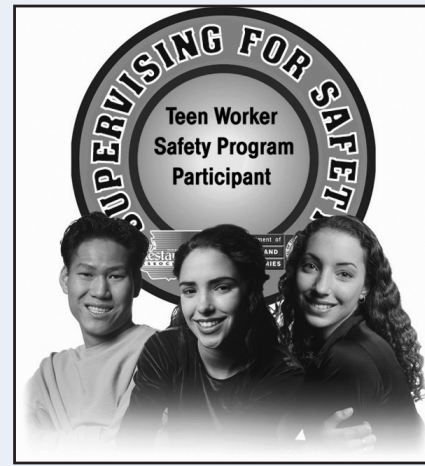
“The material presented reminds us of practices we forget or get casual about. I wasn’t aware of some of the laws.”

“This training should be required. It provided good information about the laws and was put into laymen’s terms.”

“This information is good for workers of all ages.”

(See the Resources Section for a link to materials used in this program.)

—Mary Miller, Child Labor Specialist,
Washington State Department of Labor and Industries



Creating and Disseminating Written Information and Resources

State and local young worker safety advocates have used a variety of media to reach employers with information. These include:

- **Fact sheets and booklets:** The Resources section in this guide lists a sample of items that contain the basic messages employers need to know. Fact sheets have been distributed through youth employment programs and by mail directly to employers of youth; they have also been handed out with working paper or work permit applications for employers, and at employer and other conferences where employers are present.
- **Webpages:** Many state partners (including university-based partners, state departments of labor, and workers’ compensation insurers) have a webpage targeting employers with

We put youth-centered stories with pictures of young workers in positive settings—going through safety training, winning awards, working in teams, and so on—in the Daily Journal of Commerce and other industry publications.

We also find that government agencies that employ teen workers (for example, state and local parks departments that employ young workers in the summer and part-time during the school year) are receptive to information about workplace safety, especially from their colleagues in other government agencies participating in our young worker safety team.

—Jan Wierima, Program Manager, Oregon Building Congress

Collaboration between the Child Labor Unit and the Oklahoma Grocers Association

The Oklahoma Department of Labor's Child Labor Unit works very closely with the Oklahoma Grocers Association (OGA). The OGA publishes and circulates to its entire membership an annual directory containing important information about the industry. The OGA has readily agreed to include the Oklahoma Child Labor Law Poster and Work Permit Instruction Guide in their annual directory at no cost. Furthermore, the OGA allows the labor department to have a complimentary booth at their annual trade show. The show attracts thousands and enables the labor department to answer questions and disseminate publications related to youth retail/grocery safety.

—Lester Claravall, Oklahoma Department of Labor Child Labor Unit

information on young worker safety. See the Resources section for examples. Partners have had some success getting employer organizations (such as local chambers of commerce, trade association chapters, or SCORE chapters) to link to these pages from their own websites.

- Articles in employer publications: Articles have been published in trade journals, state and local business journals, and workers' compensation insurer newsletters.

Challenges:

- ❖ The health and safety of young workers is not a high priority for the general employer population.
- ❖ Persistence is often needed to get articles published.

What Has Worked:

- ❖ Working with local youth-serving employment programs. Many distribute written information, such as employer fact sheets, to the employers participating in their programs.
- ❖ Creating industry-specific versions of employer fact sheets.
- ❖ Incorporating teen perspectives and photos in employer publications.
- ❖ Having government agencies on young worker safety teams reach out to their colleagues in other government agencies that employ teens.
- ❖ Pointing out that establishing a weblink is easy to do and suggesting the specific location on an employer organization's website to which the information can best be linked.

We now mail a letter as well as our employer tip sheet and child labor laws poster to all employers identified through our occupational injury surveillance system. We also provide an opportunity for them to request more materials, and we've received requests for several hundred each year.

—Beatriz Pazos Vauntin, Program Coordinator, Teens at Work: Injury Surveillance and Prevention Project, Massachusetts Department of Public Health

Job Fairs

Young worker safety advocates are often invited to participate in local job fairs for youth. The employers who attend are the right audience for health and safety outreach—they are hiring young people and need information about relevant responsibilities. At these events, employers provide information on job openings and recruit applicants, and youth talk to employers, who may sometimes participate in a short orientation before the fair begins.

Challenges:

- ❖ Employer participants are too busy staffing their own tables to be interested in health and safety resources.

What Has Worked:

- ❖ Delivering a short, 10-minute introduction on the topic of supervising teens for safety. This at least alerts employers to available resources and tips for preventing teen injuries.
- ❖ Using the opportunity to create good will and visibility for state young worker safety organizations and for the issue of teen safety in general.
- ❖ Asking other local organizations (such as school-based career centers) to distribute teen safety and employer information when young worker safety advocates are unable to attend.

Orienting employers at a mayor's summer jobs fair

Thirty employers attended the Oakland (California) Mayor's Summer Jobs Fair to recruit high school students for summer jobs. The Young Worker Project at UC Berkeley's Labor Occupational Health Program (LOHP) was invited to set up a table at the jobs fair and share information with participating students and employers about how to keep teen workers safe at work. High school students from the project's peer education programs staffed the table and enticed students with a game and prizes to stop by and find out more about health and safety. Employers were given information at a short orientation luncheon preceding the event. They got tips from youth employment specialists about how to effectively train and supervise teens, and LOHP staff gave a ten-minute presentation titled "The Six Steps to Safer Teen Jobs" and distributed the California fact sheet outlining these steps.

—Diane Bush, Program Coordinator, UC Berkeley LOHP

Recognizing "Good" Employers

As an incentive to other employers, many state young worker safety teams have explored the idea of rewarding employers for participation or commitment to workplace safety. For example, many programs provide a certificate to employers who have participated in their health and safety training workshops, which employers can then post in their businesses. These are especially valued if the workshop was hosted by a state agency or university. Other programs recognize employers at regularly scheduled appreciation events, such as those held by summer youth employment programs or school-based work programs. One campaign, as part of its Safe Jobs for Youth Month drive in May, publicized in the local newspaper all employers who submitted a letter of commitment to safe teen workplaces.

Challenges:

- ❖ Many state partners are cautious about giving a stamp of approval to employers without carefully making sure that those employers are in full compliance with all labor and health and safety laws. Doing this, however, is prohibitively resource intensive.
- ❖ Even recruiting employers to submit a letter of commitment was very resource intensive.

What Has Worked:

- ❖ Rewarding employers for participation in safety programs creates an environment in which businesses are valued for their commitment to the safety of young workers.

Oakland employers commit to safe jobs for youth

As part of Oakland's Safe Jobs for Youth Week, co-sponsored by the UC Berkeley Labor Occupational Health Program (LOHP) and the Oakland City Council, we invited Oakland employers to (1) commit to providing comprehensive health and safety training to young employees and (2) ensure that supervisors are trained in child labor laws. We mailed invitations to employers involved in job training programs and placed ads in local papers. Nearly 50 employers signed on. In return, the participating employers were acknowledged in newspaper ads and press materials as well as by the Oakland City Council.

—Diane Bush, Program Coordinator,
UC Berkeley LOHP

Targeted Employer Awareness Campaigns

Some state partners, with additional federal support or grant funding, have been able to develop awareness campaigns targeting specific issues that have been identified through young worker injury and illness data. For example, campaigns have focused on preventing forklift fatalities, golf cart fatalities, restaurant burns, and trash compactor injuries.

Challenges:

- ❖ This kind of campaign usually requires substantive funding and government partners at the state or national level.

What Has Worked:

- ❖ Identifying which types of employers to target, what they need to do to prevent these injuries, what barriers might prevent them from taking preventive measures, and what kinds of messages and media will be most effective with these employers.
- ❖ Finding outside funding to support these targeted efforts.

OSHA, NIOSH, Wage and Hour Division, and state agency partners join forces to prevent forklift injuries among young workers.

As part of a response to the deaths of two 16 year olds in two separate forklift incidents in Massachusetts, two programs in the Massachusetts Department of Public Health (the Fatality Assessment and Control Evaluation Project and the Teens at Work: Injury Surveillance and Prevention Project) jointly developed a forklift safety sticker for employers to place on their forklifts. This sticker became part of a federal initiative in which OSHA joined forces with NIOSH and the federal Department of Labor's Wage and Hour Division to educate employers about the dangers of working with forklifts and about the fact that most workers under age 18 are prohibited from operating forklifts.

These agencies jointly issued an information bulletin and packet, including the stickers, and distributed thousands of packets to employers through federal agencies, warehouse and retail associations, and educational institutions. For more information, go to <http://www.cdc.gov/niosh/FACE/stateface/ma/03ma034.html> and http://www.osha.gov/pls/oshaweb/owadisp.show_document?p_table=news_releases&p_id=10665

—Art Kerschner, Chief, Branch of Child Labor and Special Employment Enforcement, U.S. Department of Labor, Wage and Hour Division



Resources

The following resources are meant to serve as examples of employer materials that have been developed by state and local young worker safety advocates. This is not an exhaustive list.

Sample Employer Fact Sheets

Employer Resources for Keeping Teens Safe at Work

Restaurant Employer Resources for Keeping Teens Safe at Work

These two documents contain annotated lists of fact sheets and other materials for employers. They were developed by the Massachusetts Department of Public Health but draw on information from a variety of sources.

http://www.mass.gov/Eeohhs2/docs/dph/occupational_health/teen_employer_resources.pdf

http://www.mass.gov/Eeohhs2/docs/dph/occupational_health/teen_rest_empl_resources.pdf

Facts for Employers: Safer Jobs for Teens—National Edition

Six-page fact sheet developed by the University of California at Berkeley.

<http://lohp.org/docs/pubs/smbiz/nat/employerfactsheet.pdf>

Teens at Work: Facts for Employers, Parents and Teens

Four-page fact sheet developed by the Washington Department of Labor and Industries.

<http://www.lni.wa.gov/ipub/700-022-000.pdf>

Tips for Safely Employing Young Workers

Two-page fact sheet, developed by O[YES], the Oregon Young Employee Safety Coalition.

http://oregonyoungworkers.org/images/Tips_for_Safely_Employing_Young_Workers.pdf

Sample Webpages for Employers

“Young Workers—Employers”

This page on the OSHA website contains information on regulations and laws as well as tips for employers and links to resources. <http://www.osha.gov/SLTC/teenworkers/employers.html>

“For Employers”

This page on the website of the California Partnership for Young Workers’ Health and Safety gives information about child labor laws, tips for training and supervising young workers, and a variety of other resources. <http://www.youngworkers.org/employers/index.html>

“Young Workers”

This page on the website of SAIF Corporation, Oregon’s state-chartered workers’ compensation insurance company, has links to publications, websites, trainings, and news. http://www.saif.com/employer/safety/safety_1399.aspx

“Teen Worker Restaurant Safety Program Materials”

This site contains materials provided to participants in Washington’s Supervising for Safety workshops with explanations and suggestions on how best to include them in health and safety programs. <http://www.lni.wa.gov/WorkplaceRights/TeenWorkers/JobSafety/RestaurantProgram/Resources/>

Resources for Developing Your Safety and Health Program

Small Business Safety Training Guide (National Edition)

This book contains a variety of tools to help small businesses train and engage employees on health and safety. Information specific to teens is limited. <http://lohp.org/docs/pubs/smbiz/nat/complete-guide.pdf>

Its Resources section contains links to a number of additional contacts and materials on the following topics:

- Resources for developing your safety and health management system
- Resources for other required safety plans
- Industry or hazard-specific factsheets
- Sources of additional health and safety information

The National Young Worker Safety Resource Center has offices in:

Labor Occupational Health Program (LOHP)
University of California, Berkeley
www.lohp.org

Education Development Center, Inc. (EDC)
www.edc.org

Funded by: U.S. Occupational Safety and Health Administration (OSHA)

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