

## The SHARP Program

The Safety and Health Achievement Recognition Program (SHARP) is an honors program for companies who have excellent health and safety program management systems in place. To achieve SHARP status, a company must:

- Have a history of maintaining an injury and illness rate below the national average for your industry
- Participate in a comprehensive consultation visit identifying all safety and health hazards
- Participate in a full evaluation of the health and safety management program in place for the company
- Involve employees in the consultation process
- Correct all serious, other-than-serious, and regulatory hazards found
- Have all basic elements for managing health and safety in place

After a thorough review, and recommendation from the consultation program manager, the company will be recommended to OSHA for recognition in the SHARP program. The company receives recognition during an awards ceremony where they receive their SHARP certificate. Companies in the SHARP program are exempt from programmed OSHA inspections during the period that the SHARP certification is valid.

## Resources

For more information on workplace health and safety, please visit one of these websites:

[www.osha.gov](http://www.osha.gov)

[www.cdc.gov/niosh](http://www.cdc.gov/niosh)

[www.slh.wisc.edu/wiscon](http://www.slh.wisc.edu/wiscon)

## WisCon Requests

WisCon offers on-site consultation services to Wisconsin employers through the Wisconsin State Laboratory of Hygiene, part of the University of Wisconsin - Madison.

### Safety-Focused Requests

141 NW Barstow Street, Fourth Floor  
Waukesha, WI 53188-3789  
1-800-947-0553

### Industrial Hygiene-Focused Requests

2601 Agriculture Drive  
Madison, WI 53718  
608-226-5240

## Federal Enforcement (U.S. Department of Labor)

### Appleton, Wis., Area Office

1648 Tri-Park Way  
Appleton, WI 54914  
920-734-4521 (Phone) / 920-734-2661 (Fax)

### Milwaukee, Wis., Area Office

Henry S. Reuss Federal Plaza  
310 West Wisconsin Avenue, Suite 1180  
Milwaukee, WI 53203  
414-297-3315 (Phone) / 414-297-4229 (Fax)

### Madison, Wis., Area Office

4802 East Broadway  
Madison, WI 53716  
608-441-5388 (Phone) / 608-441-5400 (Fax)

### Eau Claire, Wis., Area Office

1310 A. Clairemont Ave.  
Eau Claire, WI 54701  
715-832-9019 (Phone) / 715-832-1147 (Fax)

# WisCon

## Onsite Safety & Health Consultation in Wisconsin



**WSLH** Wisconsin State  
Laboratory of Hygiene

Part of the University of Wisconsin - Madison

# WisCon Program

The Wisconsin State Laboratory of Hygiene, part of the University of Wisconsin – Madison, and in conjunction with the U.S. Department of Labor, currently offers on-site consultation services to assist Wisconsin employers in meeting the obligations and responsibilities covered under the federal Occupational Safety and Health Act.

- **There is No Charge** for consultation services to private sector employers. The program is funded by the U.S. Department of Labor's Occupational Safety and Health Administration (OSHA) and the Wisconsin State Laboratory of Hygiene.
- **The program is voluntary:** We respond to requests from the management of small businesses to assist them in providing their workers with a safe and healthy place of employment.
- **No penalties or enforcement action:** Your only obligation as a requesting employer is a commitment to correct all serious hazards that are identified within a reasonable time schedule. Of course, imminent dangers must be corrected immediately.
- **Skilled and Knowledgeable Staff:** The program employs a wide range of safety and health professionals with considerable experience working with Wisconsin's employers. Safety specialists, industrial hygienists, ergonomists, engineers and occupational health nurses work in unison to cover all aspects of workplace health and safety.



## An on-site consultation visit can provide assistance to:

- **Identify Workplace Hazards**
- **Conduct Industrial Hygiene Monitoring**
- **Conduct limited Ergonomic Assessments**
- **Recommend and assist in developing Controls**
- **Evaluate and assist in developing and implementing necessary programs**
- **Evaluate and assist in developing and implementing a Comprehensive Safety and Health Management Program**
- **Conduct limited Training and Education**

## The Consultation Process

**STEP 1 - CALL:** As an owner or manager of a small business, call 1-800-947-0553 (or 608-226-5240 for an industrial hygiene-focused request), e-mail, or send a letter to the consultation program.

**STEP 2 - SCHEDULE:** A consultant will call you to schedule a consultation visit at your convenience. First priority is given to workplaces where employees are currently experiencing illnesses. Priority is also given to small employers in high hazard industries.

**STEP 3 - ON-SITE VISIT:** The consultant will arrive at your workplace for the on-site visit consisting of:

1. An opening conference where you can explain your workplace and health and safety concerns to the consultant. The consultant will explain the program and answer any questions that you may have.
2. A records review, where the consultant will review your OSHA-300 injury and illness logs, as well as any other health and safety programs that you have.

3. A walk-through inspection to view the worksite and identify potential hazards.
4. Industrial hygiene monitoring may be conducted on that day, or may be conducted later.
5. Conduct either a complete or a partial assessment of the safety and health management program.
6. A closing conference to discuss observations and recommendations.

**STEP 4 - MONITORING RESULTS:** If industrial hygiene monitoring was conducted, the consultant will provide you with the monitoring results by fax, e-mail or letter.

**STEP 5 - REPORT:** The consultant will evaluate all of the information and provide you with a written report detailing the findings and recommendations, including the action plan that you discussed during the closing conference. Our report to the employer and other acquired information is confidential.

**STEP 6 - CORRECTION OF HAZARDS:** You correct all of the serious hazards found within the agreed upon abatement schedule. If appropriate, extensions in time may be granted upon written request. Hazard abatement is required so that each consultation visit achieves its objective: effective employee protection.

**ADDITIONAL VISITS:** A follow-up visit may be scheduled to provide abatement assistance or to conduct additional monitoring to verify abatement if needed.

An internal referral may be made, and another consultant may schedule a visit to your site. For example, a safety consultant might find potential health hazards and request an industrial hygiene visit to assist you. Or, an industrial hygiene consultant may identify ventilation needs and request one of our engineers to assist you.