

April 22, 2016

<b>DIRECTIVE:</b>	<b>JOB CORPS INFORMATION NOTICE NO. 15-35</b>
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**TO:** ALL JOB CORPS NATIONAL OFFICE STAFF  
ALL JOB CORPS REGIONAL OFFICE STAFF  
ALL JOB CORPS CENTER DIRECTORS  
ALL JOB CORPS CENTER OPERATORS  
ALL NATIONAL TRAINING AND SUPPORT CONTRACTORS  
ALL OUTREACH, ADMISSIONS, AND CTS CONTRACTORS

**FROM:** LENITA JACOBS-SIMMONS  
National Director  
Office of Job Corps

**SUBJECT:** OSHA Compliance Assistance and Alliance Programs

1. Purpose. To provide information to the Job Corps community about the availability of Occupational Safety and Health (OSH) resources through the Occupational Safety and Health Administration's (OSHA) Compliance Assistance and Alliance programs in order to enhance and promote center safety and occupational health.

2. Background. Job Corps' OSH program is outlined in the Policy and Requirements Handbook (PRH) in Chapter 5, Sections 5.14 through 5.20, and it provides a comprehensive blueprint for how Job Corps Center Operators should structure each center's OSH program and plans in order to comply with the Occupational Safety and Health (OSH) Act of 1970. Some of the ways Job Corps ensures centers are in compliance with the OSH Act is through annual OSH program reviews (PRH 5.15 R3), and ongoing technical assistance from the National Office of Job Corps. However, there are additional resources available to Job Corps centers, free of charge, which can provide centers with assistance in preventing workplace injuries and illnesses and complying with the OSH Act.

OSHA appointed the first Compliance Assistance Specialists (CAS) in 2001. CASs are not involved in enforcement activities but are available to respond to requests for help with workplace safety and health-related questions. They provide general information about OSHA standards or OSHA-approved State Plan State standards, and compliance assistance resources. CASs are also available for seminars, workshops, and speaking events.

OSHA Alliances are formal, voluntary, cooperative relationships between OSHA, employers, local, state, and Federal government agencies; and other organizations or institutions. The partnerships may also include participation by State Plan States (<http://www.osha.gov/dcsp/osp/index.html>), consultation projects, and other stakeholders.

Through the Alliance Program, OSHA and participating groups work collaboratively to reduce fatalities, injuries, and illnesses in the workplace, with a special focus on ensuring that workers have a voice in alliance efforts, that alliances reach worker and employer constituencies most in need of OSHA's assistance, and that employers and workers respectively increase knowledge of their responsibilities and rights under the OSH Act. Alliance Program participants do not receive exemptions from OSHA inspections or any other enforcement benefits. Initial alliance agreements have duration of 2 years. Renewal agreements may extend 2 to 5 years.

The David L. Carrasco Job Corps Center formed a partnership with the OSHA Area Office in El Paso, Texas 7 years ago and renewed their alliance in November 2015. OSHA Area Director Diego Alvarado, Jr. said, "(The center) has been an excellent partner of the agency, communicating safety and health information to their staff and students and supporting OSHA's initiatives for workplace safety."

OSHA officially recognizes alliances through news releases, postings on the OSHA Web page, and coverage in OSHA's print and electronic publications. The official news release announcing the David L. Carrasco Job Corps Center-OSHA alliance renewal is available by visiting the following Web site:

[http://www.osha.gov/pls/oshaweb/owadisp.show\\_document?p\\_table=NEWS\\_RELEASES&p\\_id=28989](http://www.osha.gov/pls/oshaweb/owadisp.show_document?p_table=NEWS_RELEASES&p_id=28989).

3. Action. Centers are strongly encouraged to contact Federal or state OSHA Compliance Assistance in their local area in an effort to strengthen the OSH program or to explore forming an alliance. To identify the Federal OSHA CAS in your area or to obtain contact information for the state OSH office, select your state from the drop down box in the Compliance Assistance Specialist directory: [http://www.osha.gov/dcsp/compliance\\_assistance/cas\\_directory\\_auto.html](http://www.osha.gov/dcsp/compliance_assistance/cas_directory_auto.html).

Addresses are to ensure this Information Notice is distributed to all appropriate staff.

4. Expiration Date. Until superseded.

5. Inquiries. Direct all inquiries to Heather Edmonds at (202) 693-3774 or [edmonds.heather@dol.gov](mailto:edmonds.heather@dol.gov).