

## **Consultation, Education and Training Services**

Consultation Education and Training (CET) consultants educate employers and employees in safety and health so they are better prepared to recognize, control, and prevent hazardous working conditions. A statewide staff of experienced, professional occupational safety experts, construction safety consultants, and industrial hygienists provide a wide range of customized services.



### **Onsite Consultation Program**

A CET consultant can conduct a voluntary MIOSHA inspection without imposing fines or penalties for the small, high-hazard industry employer. Employers must agree to correct all serious violations found during the inspection.

### **Education and Training Program**

CET consultants can teach employers and employees how to identify and correct safety risks through a hazard survey at your workplace. Other training services provide information about MIOSHA standards and recordkeeping. Also offered are "how to" programs on a variety of safety and health topics such as safety committee development, safe lifting techniques, accident investigation, lockout procedures, machine guarding, noise, and confined spaces, to name a few.

### **Seminars and Workshops**

Seminars and workshops designed to provide training for public attendance are offered in conjunction with other safety and health organizations, community colleges and associations. Certification programs through the MIOSHA Training Institute (MTI) at Macomb College are under development. Several of the most popular courses include; 10-hour Construction Safety, Fundamentals of Safety and Health, Asbestos Awareness, and Machine Guarding.

### **CET Publications Library**

An extensive publications library offers a wide range of occupational safety and health materials including posters, stickers, brochures, permits, and fact sheets designed to increase safety and health awareness. These materials are all located on the MIOSHA web page.

### **Free Video Loan Library**

Safety and health videos are available for free loan on a wide range of topics. The only charge is the cost of returning the borrowed videos. The video catalogue is located on the MIOSHA web page.

### **Self-Help Program**

Occupational health sampling equipment can be loaned to an employer after training is received on its use. This allows the employer to conduct their own sampling at their workplace. Sampling analysis is performed by the MIOSHA lab at no cost to the employer, along with a brief report of the results.

## **Michigan Challenge Program (MCP)**

Employers who accept the challenge, will work with CET consultants to develop a safety and health management system. The MCP is designed for companies that have above average injury and illness rates. The following comprehensive services are conducted; an injury analysis, accident cost analysis, hazard assessment, safety and health program review, and training. During the first six months of the challenge, the employer will receive a deferral from scheduled MIOSHA enforcement.

## **Recognition Awards**

There are many opportunities for companies to be recognized by MIOSHA. Companies that show significant improvement in their injury and illness records, develop safety and health systems, and empower employees to work safely, may be eligible for an award. The highest-level awards are the Michigan Voluntary Protection Program (MVPP) and the Michigan Safety and Health Achievement Recognition Program (MSHARP). Also, achievements such as “no lost time” or ergonomic innovations provide other avenues to be recognized. A CET consultant can provide assistance to help you achieve MIOSHA recognition.

## **Partnerships and Alliances**

MIOSHA and industry work together for the betterment of the workplace through partnerships and alliances. These formal agreements offer an opportunity to work closely with MIOSHA to create dialogue, conduct outreach efforts to promote worker safety and health, and share best practices. Partnerships include a “focused enforcement” component. Alliances are developed to focus on education and outreach activity, and do not include enforcement inspection activity.

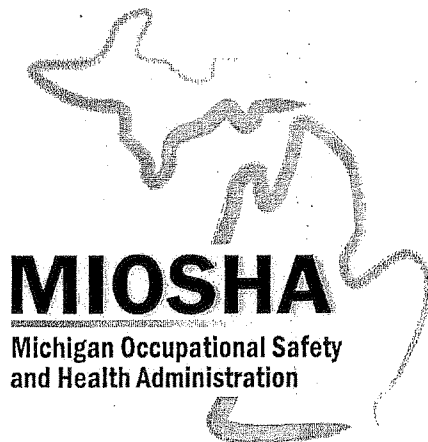
## **MIOSHA Training Institute (MTI)**

Macomb Community College’s M-TEC and MIOSHA have formed an alliance to jointly reach out, educate and assist the state’s employers and employees to improve and advance workplace safety and health. Courses are currently available through the MTI and will become part of a new certification program to begin October 2007, with courses offered throughout the state.

## **How to Request CET Services?**

To ask questions, request services or information:

- Call the Lansing office at 517.322.1809 or 800.866.4674,
- Submit your request electronically by going to [www.michigan.gov/cet](http://www.michigan.gov/cet) and clicking on Request for Consultative Assistance, or
- Order materials on the MIOSHA web page, by going to [www.michigan.gov/mioshapublications](http://www.michigan.gov/mioshapublications).





## Youth Worker Safety

### Landscape & Horticulture Services Industry

In late spring and early summer, many high school and college youth start summer jobs. Landscape employers hire young people for outdoor work. Outdoor workers are at risk of injury from a variety of potential hazards. This fact sheet helps identify potential hazards and provide solutions to specific activities within the landscaping and horticultural services industry.

#### Work Environment:

##### Activities

- Planting trees and shrubs
- Lawn work
- Work area housekeeping
- Mowing
- Blowing
- General clean-up
- Pruning
- Fertilizing
- Work crew transport

##### Primary Hazards

- Cuts and amputations
- Heat stress
- Lifting & awkward postures
- Eye injury
- Noise
- Pesticides
- Chemicals
- Slips and trips
- Falls
- Insects, animals, snakes
- Motor vehicles

#### Solutions:

##### Clothing & Protective Equipment

- Wear work boots, long socks, pants, and sleeves
- Wear gloves
- Wear eye protection when using or working around blowers and mowers
- Wear hearing protection when using powered equipment
- Wear lightweight/light-colored clothing

##### Tools & Equipment

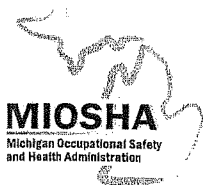
- Inspect tools and equipment before use
- Keep clear of rotating mower and brush cutting blades

##### Other Job Safety Issues

- Get help lifting/use safe-lifting devices
- Read/obey the MSDS
- Train on the chemicals that will be used
- Keep the job site clean
- Use sunscreen
- Drink plenty of water
- Replace salts and minerals

Employers must be aware that certain work activities are restricted for workers under the age of 18 by the Michigan Department of Labor and Economic Growth, Wage Hour Division. For more information, visit the Wage Hour website at: [www.michigan.gov/wagehour](http://www.michigan.gov/wagehour).

**Or contact:** Consultation Education & Training Division  
Michigan Occupational Safety & Health Administration  
7150 Harris Drive, PO Box 30643, Lansing, Michigan  
517-322-1809 or [www.michigan.gov/miosha](http://www.michigan.gov/miosha)



Occupational Safety & Health Administration (OSHA)  
[www.youth2work.gov](http://www.youth2work.gov)



MIOSHA/CET #0161 (Revised 05/25/07)



# Youth Worker Safety

## The Construction Industry

Late spring and early summer is the beginning of the busy construction season for many construction contractors and employers in Michigan. At the same time many high school and college youth become available for summer jobs. Construction employers may hire some of these young workers to help them through the busy construction season. **Many construction activities are restricted for workers under the age of 18.**

### Work Environment:

#### Activities that may be restricted

- Excavation, highway, bridge, or street construction, roofing, wrecking, or demolition
- New commercial or new residential construction including clean up.
- Contact with hazardous substances, chemicals, explosives or radioactive substances
- Operating large construction equipment such as cranes and bulldozers
- Operating power driven woodworking equipment, tools, saws, or machinery
- Brazing, welding, soldering or heat-treating

#### Activities typically permitted

- Painting with latex paint in residential construction using a stepladder
- Maintain/distribute tools and materials
- Conduct office activities in jobsite trailer

#### Primary Hazards

- Heights greater than six feet
- Electric shock
- Caught by rotating and moving equipment
- Struck by moving vehicles and equipment
- Trench and excavation cave-in
- Chemical burns and excessive exposure
- Thermal burns from hot metal
- Lifting heavy objects
- Exposure to extreme temperature

### Solutions:

#### Clothing & Protective Equipment

- Wear appropriate work boots, long pants, sleeves and gloves
- Wear head protection (hard hat) and eye protection in all construction zones
- Wear hearing protection when around noisy equipment
- Wear lightweight/light-colored clothing in hot environments

#### Tools & Equipment

- Inspect tools and equipment before use
- Maintain a safe distance from rotating and moving equipment

#### Other Job Safety Issues

- Get help lifting/use safe-lifting devices
- Provide appropriate training to recognize workplace hazards
- Train on any chemicals that will be used
- Read and obey all warning signs
- Keep the job site clean
- Ensure adequate ventilation when exposed to airborne contaminants
- Use sunscreen when outdoors
- Drink plenty of water in hot environments
- Replace salts and minerals in a hot environment
- When unsure, ask questions
- Do not perform work if you have not been trained

**Employers must be aware that certain construction work is restricted for workers under the age of 18 by the Michigan Department of Labor and Economic Growth, Wage & Hour Division. For more information, visit the Wage Hour website at: [www.michigan.gov/wagehour](http://www.michigan.gov/wagehour), click; Youth Employment; Restricted Occupations, or call (517) 335-0400.**

#### Or contact:

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MIOSHA/CET #0162 (Revised 05/25/07)



# Youth Worker Safety

## Restaurant/Fast Food Industry

In late spring and early summer, many high school and college youth start summer jobs. Restaurants and other eating and drinking businesses employ more than 421,000 people in Michigan and 11.6 million nationwide. Nearly 30 percent or approximately 125,000 of Michigan restaurant industry employees are under 20 years of age. Many teens' first work experience is in the restaurant industry. In fact, more than one in four adults found their first job in the restaurant industry. This fact sheet helps identify potential hazards and provide solutions to specific activities within the restaurant industry.

### Work Environment:

#### Activities

- Serve food
- Bus tables and clean up
- Drive-thru service
- Food Preparation/Cooking
- Work at cash register

#### Activities That May Be Restricted

- Power driven meat slicers and grinders (Under 18)
- Power-driven bakery equipment, including mixers (Under 18)
- Contact with hazardous substances, chemicals, explosives or radioactive substances (Under 18)
- Driving and work as an outside helper (pizza delivery, etc.) (Under 18)
- Selling, serving, or furnishing alcoholic beverages (Under 18)
- Baking or cooking, except at servicing center (Under 14-15)

### Primary Hazards and Solutions:

#### Lifting and Carrying Heavy Objects

- Get help lifting; use your legs, not your back
- Avoid twisting while lifting
- Don't overreach
- Use wheeled carts to serve food or transport objects

### Primary Hazards and Solutions:

#### Slippery Floors

- Wear sturdy non-slip, footwear; water proof in wet areas
- Use non-slip mats when provided
- Use caution signs on wet floors

#### Sharp Objects-Knives, Graters, Shredders, or Slicers

- Wear steel mesh or kevlar gloves when cutting
- Let a falling knife fall
- Store sharp knives in racks or sheaths
- Use broom or dust pan to clean up broken glass

#### Deep Fat Fryers, Hot Liquids or Heated Surfaces

- Do not stand too close or lean over hot oil
- Do not spill water or ice into hot oil
- Wear long-sleeve shirts and long pants
- Use oven mitts or pot holders for hot items
- Wait until oil is cool to move container

#### Electrical Shock from Damaged Electrical Cords or Faulty Appliances

- Do not plug in electrical equipment with wet hands
- Do not use frayed cords or defective equipment

## Primary Hazards and Solutions:

### Cleaning Chemicals

- Ask for training before using chemicals
- Read labels before using
- Wear personal protective equipment (PPE), including gloves and eye protection

### Prolonged Standing

- Wear shoes with well cushioned instep and soles
- Use foot rest bar or stool to continually shift weight from one foot to the other
- Use anti-fatigue mats when provided

### Carbon Monoxide from Car Exhaust in Drive-Thru

- Keep the drive-thru window closed as much as possible, to limit exposure to exhaust
- Use fan when provided

### Exposure to Temperature Extremes

- Wear cool, comfortable, breathable clothing like cotton
- Request a break from the hot environment if needed, to allow your body to cool down
- Drink plenty of water in hot environments
- Observe safety procedures or wear protective equipment (such as gloves or protective aprons)

## Primary Hazards and Solutions:

### Workplace Violence

- Don't count cash or close till in front of customers
- Ask supervisor what to do in an emergency
- Have emergency telephone numbers handy
- Do not resist during an attempted robbery

### Noisy Environments

- Fit drive-thru headsets properly to your head
- Don't turn head-set volumes up excessively high

## Other Job Safety Issues:

- Follow workplace training and procedures
- Do not perform the work if you have not been trained to do the job
- Report potential hazards
- Read and follow all warning signs and postings
- When unsure, ask questions
- Keep your work area clean

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## Youth Worker Safety

### Retail Industry

In late spring and early summer, many high school and college youth start summer jobs. According to the Bureau of Labor Statistics, Homicide/Assault are the leading cause of death among youth in the retail industry, accounting for nearly two-thirds of the youth fatalities in the industry. Many teens' first work experience is in the retail industry. This fact sheet helps identify potential hazards and provide solutions to specific activities within the retail industry.

### Work Environment:

#### Activities

- Work at cash register
- Stock shelves
- Setup merchandise displays
- Greet Customers
- Clean floors
- Provide customer service
- Prepare merchandise
- Sell merchandise

### Primary Hazards and Solutions:

#### Workplace Violence

- Post emergency telephone numbers
- Ask supervisor what to do in an emergency
- Do not resist during an attempted robbery
- Do not work alone at night
- Do not argue with irate customers – use conflict management skills

#### Lifting and Carrying Heavy Objects

- Get help lifting; use your legs, not your back
- Avoid twisting while lifting
- Don't overreach
- Use wheeled carts to transport boxes and merchandise

### Primary Hazards and Solutions:

#### Slippery Floors

- Wear sturdy non-slip, footwear; water proof in wet areas
- Use non-slip mats when provided
- Use caution signs on wet floors

#### Cleaning Chemicals

- Ask for training before using chemicals
- Read labels before using/follow Material Safety Data Sheets (MSDS)
- Wear personal protective equipment (PPE), including gloves and eye protection when required
- Keep your work area clean

#### Prolonged Standing

- Wear shoes with well cushioned instep and soles
- Use foot rest bar or stool to continually shift weight from one foot to the other
- Use anti-fatigue mats when provided

#### Cashiering

- Don't count cash in front of customers
- Close till right after each transaction
- Don't keep large bills in till, do a cash drop frequently
- Keep cash register in line of sight of other employees
- Have proper posture at check-out stands to avoid neck, shoulder, and elbow discomfort

## Other Job Safety Issues

- When unsure, ask questions
- Follow workplace training and procedures
- Do not perform the work if you have not been trained
- Keep walkways free from clutter
- Report potential hazards
- Read and follow all warning signs and postings
- Use stress management techniques in a fast-paced environment
- Do not confront a potential shop lifter – call your supervisor
- Learn proper use of ladders – don't stand on top rung

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# Youth Fatal Facts

## Don't Let This Happen to You!

Like everyone who works, teen workers are at risk of serious or fatal workplace injuries. The Michigan teen workers below were killed from work-related injuries.

### Airport

- An 18-year-old male was run over by a luggage tug after releasing it

### Car Wash

- An 18-year-old male was entangled in a revolving brush

### Construction

- A 19 year-old male was struck by a concrete slab he was helping move
- A 19-year-old male was crushed by a steel girder being lifted by a crane
- An 18-year-old male was buried by an excavation cave-in
- A 19-year-old male was electrocuted when a crane boom struck electric lines
- A 19-year-old male fell through a skylight to the ground 27 feet below

### Resort

- A 19-year-old male was pinned under a lawnmower that overturned

### Restaurant

- A 16-year old male was shot during a robbery at a pizza shop

### Scrap Yard

- A 16-year old male was pinned under a vehicle while removing parts

### Follow these Safety Tips to Protect Yourself

- Follow safety rules and instructions
- Use safety equipment and protective clothing when needed
- Leave safe guards in place
- Keep work areas clean and neat
- Know what to do in an emergency
- Look out for co-workers
- Report safety and health hazards to your supervisor
- Ask questions when you're not sure how to perform the job safely

For more information contact: Consultation Education & Training Division  
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317-322-1809 or [www.michigan.gov/miosha](http://www.michigan.gov/miosha)

