Challenge Pilot

Administrator's Annual Report Instructions

Included in this spreadsheet are:

Tab 1. Administrator's Annual Report - Part A
Tab 2. Summary of Annual Rates - by Participant*
Tab 3. Summary of Hazards Identified and Corrected - by Participant*
Tab 4. Summary of Leading Indicators by Participant*
Tab 5A1-3. Annual Rates/Hazards Identified/Leading Indicators - Participant 1
Tab 5B1-3. Annual Rates/Hazards Identified/Leading Indicators - Participant 2
Tab 5C1-3. Annual Rates/Hazards Identified/Leading Indicators - Participant 3
Tab 5D1-3. Annual Rates/Hazards Identified/Leading Indicators - Participant 4
Tab 5E1-3. Annual Rates/Hazards Identified/Leading Indicators - Participant 5
Tab 5F1-3. Annual Rates/Hazards Identified/Leading Indicators - Participant 6
Tab 5G1-3. Annual Rates/Hazards Identified/Leading Indicators - Participant 7
Tab 5H1-3. Annual Rates/Hazards Identified/Leading Indicators - Participant 8
Tab 5I1-3. Annual Rates/Hazards Identified/Leading Indicators - Participant 9
Tab 5J1-3. Annual Rates/Hazards Identified/Leading Indicators - Participant 10

* - Worksheet programmed to fill these forms automatically. Do not manually enter data into these works

To access these documents, please click on the tabs at the bottom of this form.

The Challenge Pilot Administrator must prepare the Administrator's Annual Report each year along with an OSHA Challenge - Tracking Participant Status (OCTPS) form for each Challenge Pilot Participant and submit it to:

Challenge Pilot Program Coordinator
Directorate of Cooperative and State Programs
Occupational Safety and Health Administration, Room N3700
U.S. Department of Labor
200 Constitution Ave., NW
Washington, DC 20210

You may submit the annual report electronically to: kim.jennifer@dol.gov.

The Administrator's Annual Report must be submitted by February 15th each year.

heets.

Challenge Pilot
Administrator's Annual Report

Administrator Name	Report Period
	CY 2009

Section 1. Administrator Information Update (If there were any changes)	
Name	
Site Address	

Section 2. Administrator Contact Information Update (If there were any changes)	
Administrator Contact Name	
Administrator Contact Title	
Administrator Contact Phone Number	
Administrator Contact Fax Number	
Administrator Contact E-mail Address	

Section 3. Coordinator Contact Information Update (If there were any changes)	
Coordinator Contact Name	
Coordinator Contact Title	
Coordinator Contact Phone Number	
Coordinator Contact Fax Number	
Coordinator Contact E-mail Address	

Section 4. Candidate Information Update
Please list any Candidates who have dropped out or have been added since the last progress repo ***Candidate Package for all new Candidates.***

Challenge Pilot
Administrator's Annual Report

Section 5. Significant Achievements and Milestones

Please describe any significant achievements/milestones accomplished by Challenge Pilot Participants during the past year.

Section 6. Roadblocks and Barriers

Please describe any issues that have prevented your Challenge Pilot Participants from

Section 7. Additional Comments/Suggestions

Please provide any additional comments or suggestions to improve the Challenge I

Form Approved
OMB# 1218 – 0239 Expires 04 -30- 2008

rt. ***You must submit a***

your

making progress.

Pilot Program.

Challenge Pilot
Summary of Annual Rates by Participant

Administrator	Year
	2009

Participant Name	Current Yr. TCIR	Baseline TCIR	CHANGE	Current Yr. DART
[Insert Participant Name Here]	#DIV/0!	0.0	#DIV/0!	#DIV/0!
[Insert Participant Name Here]	#DIV/0!	0.0	#DIV/0!	#DIV/0!
[Insert Participant Name Here]	#DIV/0!	0.0	#DIV/0!	#DIV/0!
[Insert Participant Name Here]	#DIV/0!	0.0	#DIV/0!	#DIV/0!
[Insert Participant Name Here]	#DIV/0!	0.0	#DIV/0!	#DIV/0!
[Insert Participant Name Here]	#DIV/0!	0.0	#DIV/0!	#DIV/0!
[Insert Participant Name Here]	#DIV/0!	0.0	#DIV/0!	#DIV/0!
[Insert Participant Name Here]	#DIV/0!	0.0	#DIV/0!	#DIV/0!
[Insert Participant Name Here]	#DIV/0!	0.0	#DIV/0!	#DIV/0!
[Insert Participant Name Here]	#DIV/0!	0.0	#DIV/0!	#DIV/0!

Baseline DART	CHANGE
0.0	#DIV/0!
0.0	#DIV/0!
0.0	#DIV/0!
0.0	#DIV/0!
0.0	#DIV/0!
0.0	#DIV/0!
0.0	#DIV/0!
0.0	#DIV/0!
0.0	#DIV/0!
0.0	#DIV/0!
0.0	#DIV/0!

Challenge Pilot
Summary of Hazards Identified and Controlled by Participar

Administrator	Year
[Insert Administrator Name Here]	**2009**

Participant Name	# Hazards Identified	# Employees Affected	# Hazards Controlled
[Insert Participant Name Here]	0	0	0
#REF!	#REF!	#REF!	#REF!
#REF!	#REF!	#REF!	#REF!
#REF!	#REF!	#REF!	#REF!
#REF!	#REF!	#REF!	#REF!
#REF!	#REF!	#REF!	#REF!
#REF!	#REF!	#REF!	#REF!
#REF!	#REF!	#REF!	#REF!
#REF!	#REF!	#REF!	#REF!
#REF!	#REF!	#REF!	#REF!
TOTAL	**#REF!**	**#REF!**	**#REF!**

Challenge Pilot
Summary of Hazards Identified and Controlled by Participar

Administrator	Year
[Insert Administrator Name Here]	**2009**

	Source Used to Identify Hazar		
Participant Name	**Facility Audit**	**Accident/ Near-Miss**	**Employee Suggestion**
[Insert Participant Name Here]	0	0	0
#REF!	#REF!	#REF!	#REF!
#REF!	#REF!	#REF!	#REF!
#REF!	#REF!	#REF!	#REF!
#REF!	#REF!	#REF!	#REF!
#REF!	#REF!	#REF!	#REF!
#REF!	#REF!	#REF!	#REF!
#REF!	#REF!	#REF!	#REF!
#REF!	#REF!	#REF!	#REF!
#REF!	#REF!	#REF!	#REF!
TOTAL	**#REF!**	**#REF!**	**#REF!**

nt

# Employees Affected	# of Near Misses
0	0
#REF!	#REF!
#REF!	#REF!
#REF!	#REF!
#REF!	#REF!
#REF!	#REF!
#REF!	#REF!
#REF!	#REF!
#REF!	#REF!
#REF!	#REF!
#REF!	**#REF!**

nt

d	
Safety Comm/ Team/Line Meeting	TOTAL
0	**0**
#REF!	**#REF!**
#REF!	**#REF!**
#REF!	**#REF!**
#REF!	**#REF!**
#REF!	**#REF!**
#REF!	**#REF!**
#REF!	**#REF!**
#REF!	**#REF!**
#REF!	**#REF!**
#REF!	**#REF!**

Challenge Pilot
Summary of Leading Indicators by Participant

Administrator	[Insert Administrator Name Here]

Management Leadership

Participant Name	Mgt. Participated in S&H Mtgs.	Mgt. Participated in Self-Inspections	S&H Discussed at Mgt. Meetings
	% of Planned	% of Planned	% of Planned
[Insert Participant Name Here]	#DIV/0!	#DIV/0!	#DIV/0!
[Insert Participant Name Here]	#DIV/0!	#DIV/0!	#DIV/0!
[Insert Participant Name Here]	#DIV/0!	#DIV/0!	#DIV/0!
[Insert Participant Name Here]	#DIV/0!	#DIV/0!	#DIV/0!
[Insert Participant Name Here]	#DIV/0!	#DIV/0!	#DIV/0!
[Insert Participant Name Here]	#DIV/0!	#DIV/0!	#DIV/0!
[Insert Participant Name Here]	#DIV/0!	#DIV/0!	#DIV/0!
[Insert Participant Name Here]	#DIV/0!	#DIV/0!	#DIV/0!
[Insert Participant Name Here]	#DIV/0!	#DIV/0!	#DIV/0!
[Insert Participant Name Here]	#DIV/0!	#DIV/0!	#DIV/0!

Challenge Pilot
Summary of Leading Indicators by Participant

Administrator	[Insert Administrator Name Here]

Employee Involvement

Participant Name	Employees Participated in S&H Mtgs. % of Planned	Employees Participated in Self-Inspections % of Planned	Employees Participated in Training % of Planned
[Insert Participant Name Here]	#DIV/0!	#DIV/0!	#DIV/0!
[Insert Participant Name Here]	#DIV/0!	#DIV/0!	#DIV/0!
[Insert Participant Name Here]	#DIV/0!	#DIV/0!	#DIV/0!
[Insert Participant Name Here]	#DIV/0!	#DIV/0!	#DIV/0!
[Insert Participant Name Here]	#DIV/0!	#DIV/0!	#DIV/0!
[Insert Participant Name Here]	#DIV/0!	#DIV/0!	#DIV/0!
[Insert Participant Name Here]	#DIV/0!	#DIV/0!	#DIV/0!
[Insert Participant Name Here]	#DIV/0!	#DIV/0!	#DIV/0!
[Insert Participant Name Here]	#DIV/0!	#DIV/0!	#DIV/0!
[Insert Participant Name Here]	#DIV/0!	#DIV/0!	#DIV/0!

Challenge Pilot
Summary of Leading Indicators by Participant

Administrator	[Insert Administrator Name Here]	Year	

Worksite Analysis

Participant Name	# of Employee Reports &/or Safety Suggestions Turned In % of Planned
[Insert Participant Name Here]	#DIV/0!
[Insert Participant Name Here]	#DIV/0!
[Insert Participant Name Here]	#DIV/0!
[Insert Participant Name Here]	#DIV/0!
[Insert Participant Name Here]	#DIV/0!
[Insert Participant Name Here]	#DIV/0!
[Insert Participant Name Here]	#DIV/0!
[Insert Participant Name Here]	#DIV/0!
[Insert Participant Name Here]	#DIV/0!
[Insert Participant Name Here]	#DIV/0!

Year	

Mgt. Participated in S&H Mtgs.
% of Planned
#DIV/0!
#DIV/0!
#DIV/0!
#DIV/0!
#DIV/0!
#DIV/0!
#DIV/0!
#DIV/0!
#DIV/0!
#DIV/0!
#DIV/0!

Year	

Employees Involved in S&H
% of Planned
#VALUE!
#VALUE!
#VALUE!
#VALUE!
#VALUE!
#VALUE!
#VALUE!
#VALUE!
#VALUE!
#VALUE!

Challenge Pilot
Administrator's Annual Report - Summary of Hazards Identified and Controlled by Participant

Challenge Pilot
Participant Annual Rates*

Participant
[Insert Participant Name Here]

OSHA 300 Log Totals for	
Year	2009

G	H	I	J	K	L	M:1	M:2	M:3	M:4
0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

Total Hours Worked	0.0

Measure	Current Year	Baseline	Change
TCIR	#DIV/0!	0.0	#DIV/0!
DART	#DIV/0!	0.0	#DIV/0!

Optional Data

Absenteeism Rate	
Turnover Rate	
Productivity Rate	
Other Data**	
Other Data**	

Worker's Compensation Data	
Fees	
Direct Costs	
EMR	
Loss Run Data	

* - OSHA will use this information to track the progress of OSHA Challenge Participants only. It will NOT be used for enforcement purposes.

** - Other data provided by the Challenge Participant that may be useful for tracking purposes.

M:5
0.0

Challenge Pilot
Hazards Identified and Corrected

Participant
[Insert Participant Name Here]

Administrator
[Insert Administrator Name Here]

Type of Hazard	# of Hazards Identified	# of Employees Affected	# of Hazards Controlled	# of Employees Affected
Machine Guarding	0	0	0	0
Emergency Procedures	0	0	0	0
Lock-out/Tag-Out Procedures	0	0	0	0
Electrical Safety	0	0	0	0
Walking/Working Surfaces	0	0	0	0
Ergonomics	0	0	0	0
Process Safety Management	0	0	0	0
Industrial Hygiene/Health Exposure	0	0	0	0
PPE	0	0	0	0
Inadequate/Deficient Training	0	0	0	0
Program Issue/Hazard	0	0	0	0
Inadequate Procedures	0	0	0	0
Work Practices	0	0	0	0
Miscellaneous	0	0	0	0
TOTAL	**0**	**0**	**0**	**0**

Source Used to Identify Hazard	# of Hazards Identified
Facility Audit	0
Accident/Near-Miss Investigation	0
Employee Suggestion	0
Safety Committee/Team/Line Meeting	0
Observation	0
TOTAL	**0**

Additional Comments

Year
2009

# of Near-Misses
0
0
0
0
0
0
0

Particip
0
0
0
0
0
0
0

Adminis
0

Challenge Pilot
Leading Indicators

Participant	Administrator
[Insert Participant Name Here]	[Insert Administrator Name Here]

	# Planned
Management Leadership	
Management participated in safety and health meetings	0
Management participated in self-inspections	0
Safety and health discussed at management meetings	0
Management participated in safety and health training	0
Employee Involvement	
Employees participated in or conducted safety and health meetings	0
Employees participated in or conducted self-inspections	0
Employees participated in or conducted training	0
Number of employees involved in safety and health activities	*
Worksite Analysis	
Number of employee reports of hazards and/or safety suggestions turned in**	0

Hazard Prevention and Control	
Timeliness of corrective action	Goal -- Average Response Time
	Actual -- Average response time
	Result -- Difference between Actual and Go

* -- Enter the total number of employees here - the goal is 100% employee involvement.
** -- Difficult to predict or have a goal for this

Year
2009

# Actual	Per Cent of Planned
0	#DIV/0!
0	#DIV/0!
0	#DIV/0!
0	#DIV/0!

0	#DIV/0!
0	#DIV/0!
0	#DIV/0!
0	#VALUE!

0	#DIV/0!

al	

Challenge Pilot
Participant Annual Rates*

Participant
[Insert Participant Name Here]

OSHA 300 Log Totals for	
Year	2009

G	H	I	J	K	L	M:1	M:2	M:3	M:4
0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

Total Hours Worked	0.0

Measure	Current Year	Baseline	Change
TCIR	#DIV/0!	0.0	#DIV/0!
DART	#DIV/0!	0.0	#DIV/0!

Optional Data

Absenteeism Rate	
Turnover Rate	
Productivity Rate	
Other Data**	
Other Data**	

Worker's Compensation Data	
Fees	
Direct Costs	
EMR	
Loss Run Data	

* - OSHA will use this information to track the progress of OSHA Challenge Participants only. It will NOT be used for enforcement purposes.

** - Other data provided by the Challenge Participant that may be useful for tracking purposes.

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0.0

Challenge Pilot
Hazards Identified and Corrected

Participant
[Insert Participant Name Here]

Administrator
[Insert Administrator Name Here]

Type of Hazard	# of Hazards Identified	# of Employees Affected	# of Hazards Controlled	# of Employees Affected
Machine Guarding	0	0	0	0
Emergency Procedures	0	0	0	0
Lock-out/Tag-Out Procedures	0	0	0	0
Electrical Safety	0	0	0	0
Walking/Working Surfaces	0	0	0	0
Ergonomics	0	0	0	0
Process Safety Management	0	0	0	0
Industrial Hygiene/Health Exposure	0	0	0	0
PPE	0	0	0	0
Inadequate/Deficient Training	0	0	0	0
Program Issue/Hazard	0	0	0	0
Inadequate Procedures	0	0	0	0
Work Practices	0	0	0	0
Miscellaneous	0	0	0	0
TOTAL	**0**	**0**	**0**	**0**

Source Used to Identify Hazard	# of Hazards Identified
Facility Audit	0
Accident/Near-Miss Investigation	0
Employee Suggestion	0
Safety Committee/Team/Line Meeting	0
Observation	0
TOTAL	**0**

Additional Comments

Year
2009

# of Near-Misses
0
0
0
0
0
0
0
Particip
0
0
0
0
0
0
0
Adminis
0

Challenge Pilot
Leading Indicators

Participant	Administrator
[Insert Participant Name Here]	[Insert Administrator Name Here]

	# Planned
Management Leadership	
Management participated in safety and health meetings	0
Management participated in self-inspections	0
Safety and health discussed at management meetings	0
Management participated in safety and health training	0
Employee Involvement	
Employees participated in or conducted safety and health meetings	0
Employees participated in or conducted self-inspections	0
Employees participated in or conducted training	0
Number of employees involved in safety and health activities	*
Worksite Analysis	
Number of employee reports of hazards and/or safety suggestions turned in**	0

Hazard Prevention and Control	
Timeliness of corrective action	Goal -- Average Response Time
	Actual -- Average response time
	Result -- Difference between Actual and Go

* -- Enter the total number of employees here - the goal is 100% employee involvement.
** -- Difficult to predict or have a goal for this

Year
2009

# Actual	Per Cent of Planned
0	#DIV/0!
0	#DIV/0!
0	#DIV/0!
0	#DIV/0!

0	#DIV/0!
0	#DIV/0!
0	#DIV/0!
0	#VALUE!

0	#DIV/0!

al	

Challenge Pilot
Participant Annual Rates*

Participant
[Insert Participant Name Here]

OSHA 300 Log Totals for	
Year	2009

G	H	I	J	K	L	M:1	M:2	M:3	M:4
0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

Total Hours Worked	0.0

Measure	Current Year	Baseline	Change
TCIR	#DIV/0!	0.0	#DIV/0!
DART	#DIV/0!	0.0	#DIV/0!

Optional Data

Absenteeism Rate	
Turnover Rate	
Productivity Rate	
Other Data**	
Other Data**	

Worker's Compensation Data	
Fees	
Direct Costs	
EMR	
Loss Run Data	

* - OSHA will use this information to track the progress of OSHA Challenge Participants only. It will NOT be used for enforcement purposes.

** - Other data provided by the Challenge Participant that may be useful for tracking purposes.

M:5
0.0

Challenge Pilot
Hazards Identified and Corrected

Participant
[Insert Participant Name Here]

Administrator
[Insert Administrator Name Here]

Type of Hazard	# of Hazards Identified	# of Employees Affected	# of Hazards Controlled	# of Employees Affected
Machine Guarding	0	0	0	0
Emergency Procedures	0	0	0	0
Lock-out/Tag-Out Procedures	0	0	0	0
Electrical Safety	0	0	0	0
Walking/Working Surfaces	0	0	0	0
Ergonomics	0	0	0	0
Process Safety Management	0	0	0	0
Industrial Hygiene/Health Exposure	0	0	0	0
PPE	0	0	0	0
Inadequate/Deficient Training	0	0	0	0
Program Issue/Hazard	0	0	0	0
Inadequate Procedures	0	0	0	0
Work Practices	0	0	0	0
Miscellaneous	0	0	0	0
TOTAL	**0**	**0**	**0**	**0**

Source Used to Identify Hazard	# of Hazards Identified
Facility Audit	0
Accident/Near-Miss Investigation	0
Employee Suggestion	0
Safety Committee/Team/Line Meeting	0
Observation	0
TOTAL	**0**

Additional Comments

Year
2009

# of Near-Misses
0
0
0
0
0
0
0

Particip
0
0
0
0
0
0
0

Adminis
0

Challenge Pilot
Leading Indicators

Participant	Administrator
[Insert Participant Name Here]	[Insert Administrator Name Here]

	# Planned
Management Leadership	
Management participated in safety and health meetings	0
Management participated in self-inspections	0
Safety and health discussed at management meetings	0
Management participated in safety and health training	0
Employee Involvement	
Employees participated in or conducted safety and health meetings	0
Employees participated in or conducted self-inspections	0
Employees participated in or conducted training	0
Number of employees involved in safety and health activities	*
Worksite Analysis	
Number of employee reports of hazards and/or safety suggestions turned in**	0

Hazard Prevention and Control	
Timeliness of corrective action	Goal -- Average Response Time
	Actual -- Average response time
	Result -- Difference between Actual and Go

* -- Enter the total number of employees here - the goal is 100% employee involvement.
** -- Difficult to predict or have a goal for this

Year
2009

# Actual	Per Cent of Planned
0	#DIV/0!
0	#DIV/0!
0	#DIV/0!
0	#DIV/0!

0	#DIV/0!
0	#DIV/0!
0	#DIV/0!
0	#VALUE!

0	#DIV/0!

al	

Challenge Pilot
Participant Annual Rates*

Participant
[Insert Participant Name Here]

OSHA 300 Log Totals for	
Year	2009

G	H	I	J	K	L	M:1	M:2	M:3	M:4
0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

Total Hours Worked	0.0

Measure	Current Year	Baseline	Change
TCIR	#DIV/0!	0.0	#DIV/0!
DART	#DIV/0!	0.0	#DIV/0!

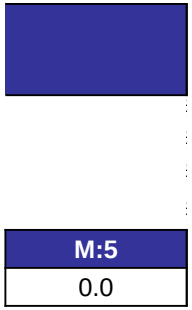
Optional Data

Absenteeism Rate	
Turnover Rate	
Productivity Rate	
Other Data**	
Other Data**	

Worker's Compensation Data	
Fees	
Direct Costs	
EMR	
Loss Run Data	

* - OSHA will use this information to track the progress of OSHA Challenge Participants only. It will NOT be used for enforcement purposes.

** - Other data provided by the Challenge Participant that may be useful for tracking purposes.


M:5
0.0

Challenge Pilot
Hazards Identified and Corrected

Participant
[Insert Participant Name Here]

Administrator
[Insert Administrator Name Here]

Type of Hazard	# of Hazards Identified	# of Employees Affected	# of Hazards Controlled	# of Employees Affected
Machine Guarding	0	0	0	0
Emergency Procedures	0	0	0	0
Lock-out/Tag-Out Procedures	0	0	0	0
Electrical Safety	0	0	0	0
Walking/Working Surfaces	0	0	0	0
Ergonomics	0	0	0	0
Process Safety Management	0	0	0	0
Industrial Hygiene/Health Exposure	0	0	0	0
PPE	0	0	0	0
Inadequate/Deficient Training	0	0	0	0
Program Issue/Hazard	0	0	0	0
Inadequate Procedures	0	0	0	0
Work Practices	0	0	0	0
Miscellaneous	0	0	0	0
TOTAL	**0**	**0**	**0**	**0**

Source Used to Identify Hazard	# of Hazards Identified
Facility Audit	0
Accident/Near-Miss Investigation	0
Employee Suggestion	0
Safety Committee/Team/Line Meeting	0
Observation	0
TOTAL	**0**

Additional Comments

Year

# of Near-Misses
0
0
0
0
0
0
0

Particip
0
0
0
0
0
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0

Adminis
0

Challenge Pilot
Leading Indicators

Participant	Administrator
[Insert Participant Name Here]	[Insert Administrator Name Here]

	# Planned
Management Leadership	
Management participated in safety and health meetings	0
Management participated in self-inspections	0
Safety and health discussed at management meetings	0
Management participated in safety and health training	0
Employee Involvement	
Employees participated in or conducted safety and health meetings	0
Employees participated in or conducted self-inspections	0
Employees participated in or conducted training	0
Number of employees involved in safety and health activities	*
Worksite Analysis	
Number of employee reports of hazards and/or safety suggestions turned in**	0

Hazard Prevention and Control	
Timeliness of corrective action	Goal -- Average Response Time
	Actual -- Average response time
	Result -- Difference between Actual and Go

* -- Enter the total number of employees here - the goal is 100% employee involvement.
** -- Difficult to predict or have a goal for this

Year
2009

# Actual	Per Cent of Planned
0	#DIV/0!
0	#DIV/0!
0	#DIV/0!
0	#DIV/0!

0	#DIV/0!
0	#DIV/0!
0	#DIV/0!
0	#VALUE!

0	#DIV/0!

al	

Challenge Pilot
Participant Annual Rates*

Participant
[Insert Participant Name Here]

OSHA 300 Log Totals for	
Year	2009

G	H	I	J	K	L	M:1	M:2	M:3	M:4
0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

Total Hours Worked	0.0

Measure	Current Year	Baseline	Change
TCIR	#DIV/0!	0.0	#DIV/0!
DART	#DIV/0!	0.0	#DIV/0!

Optional Data

Absenteeism Rate	
Turnover Rate	
Productivity Rate	
Other Data**	
Other Data**	

Worker's Compensation Data	
Fees	
Direct Costs	
EMR	
Loss Run Data	

* - OSHA will use this information to track the progress of OSHA Challenge Participants only. It will NOT be used for enforcement purposes.

** - Other data provided by the Challenge Participant that may be useful for tracking purposes.

M:5
0.0

Challenge Pilot
Hazards Identified and Corrected

Participant
[Insert Participant Name Here]

Administrator
[Insert Administrator Name Here]

Type of Hazard	# of Hazards Identified	# of Employees Affected	# of Hazards Controlled	# of Employees Affected
Machine Guarding	0	0	0	0
Emergency Procedures	0	0	0	0
Lock-out/Tag-Out Procedures	0	0	0	0
Electrical Safety	0	0	0	0
Walking/Working Surfaces	0	0	0	0
Ergonomics	0	0	0	0
Process Safety Management	0	0	0	0
Industrial Hygiene/Health Exposure	0	0	0	0
PPE	0	0	0	0
Inadequate/Deficient Training	0	0	0	0
Program Issue/Hazard	0	0	0	0
Inadequate Procedures	0	0	0	0
Work Practices	0	0	0	0
Miscellaneous	0	0	0	0
TOTAL	**0**	**0**	**0**	**0**

Source Used to Identify Hazard	# of Hazards Identified
Facility Audit	0
Accident/Near-Miss Investigation	0
Employee Suggestion	0
Safety Committee/Team/Line Meeting	0
Observation	0
TOTAL	**0**

Additional Comments

Year
2009

# of Near-Misses
0
0
0
0
0
0
0

Particip
0
0
0
0
0
0
0

Adminis
0

Challenge Pilot
Leading Indicators

Participant	Administrator
[Insert Participant Name Here]	[Insert Administrator Name Here]

	# Planned
Management Leadership	
Management participated in safety and health meetings	0
Management participated in self-inspections	0
Safety and health discussed at management meetings	0
Management participated in safety and health training	0
Employee Involvement	
Employees participated in or conducted safety and health meetings	0
Employees participated in or conducted self-inspections	0
Employees participated in or conducted training	0
Number of employees involved in safety and health activities	*
Worksite Analysis	
Number of employee reports of hazards and/or safety suggestions turned in**	0

Hazard Prevention and Control	
Timeliness of corrective action	Goal -- Average Response Time
	Actual -- Average response time
	Result -- Difference between Actual and G

* -- Enter the total number of employees here - the goal is 100% employee involvement.
** -- Difficult to predict or have a goal for this

Year
2009

# Actual	Per Cent of Planned
0	#DIV/0!
0	#DIV/0!
0	#DIV/0!
0	#DIV/0!

0	#DIV/0!
0	#DIV/0!
0	#DIV/0!
0	#VALUE!

0	#DIV/0!

oal	

Challenge Pilot
Participant Annual Rates*

Participant
[Insert Participant Name Here]

OSHA 300 Log Totals for	
Year	2009

G	H	I	J	K	L	M:1	M:2	M:3	M:4
0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

Total Hours Worked	0.0

Measure	Current Year	Baseline	Change
TCIR	#DIV/0!	0.0	#DIV/0!
DART	#DIV/0!	0.0	#DIV/0!

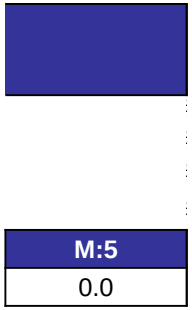
Optional Data

Absenteeism Rate	
Turnover Rate	
Productivity Rate	
Other Data**	
Other Data**	

Worker's Compensation Data	
Fees	
Direct Costs	
EMR	
Loss Run Data	

* - OSHA will use this information to track the progress of OSHA Challenge Participants only. It will NOT be used for enforcement purposes.

** - Other data provided by the Challenge Participant that may be useful for tracking purposes.


M:5
0.0

Challenge Pilot
Hazards Identified and Corrected

Participant
[Insert Participant Name Here]

Administrator
[Insert Administrator Name Here]

Type of Hazard	# of Hazards Identified	# of Employees Affected	# of Hazards Controlled
Machine Guarding	0	0	0
Emergency Procedures	0	0	0
Lock-out/Tag-Out Procedures	0	0	0
Electrical Safety	0	0	0
Walking/Working Surfaces	0	0	0
Ergonomics	0	0	0
Process Safety Management	0	0	0
Industrial Hygiene/Health Exposure	0	0	0
PPE	0	0	0
Inadequate/Deficient Training	0	0	0
Program Issue/Hazard	0	0	0
Inadequate Procedures	0	0	0
Work Practices	0	0	0
Miscellaneous	0	0	0
TOTAL	**0**	**0**	**0**

Source Used to Identify Hazard	# of Hazards Identified
Facility Audit	0
Accident/Near-Miss Investigation	0
Employee Suggestion	0
Safety Committee/Team/Line Meeting	0
Observation	0
TOTAL	0

Ac

Year
2009

# of Employees Affected	# of Near-Misses
0	0
0	0
0	0
0	0
0	0
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0	0
	Particip
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0	0
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0	0
	Adminis
0	**0**

ditional Comments

Challenge Pilot
Leading Indicators

Participant	Administrator
[Insert Participant Name Here]	[Insert Administrator Name Here]

	# Planned
Management Leadership	
Management participated in safety and health meetings	0
Management participated in self-inspections	0
Safety and health discussed at management meetings	0
Management participated in safety and health training	0
Employee Involvement	
Employees participated in or conducted safety and health meetings	0
Employees participated in or conducted self-inspections	0
Employees participated in or conducted training	0
Number of employees involved in safety and health activities	*
Worksite Analysis	
Number of employee reports of hazards and/or safety suggestions turned in**	0
Hazard Prevention and Control	
Timeliness of corrective action	Goal -- Average Response Time
	Actual -- Average response time
	Result -- Difference between Actual and

* -- Enter the total number of employees here - the goal is 100% employee involvement.
** -- Difficult to predict or have a goal for this

Year
2009

# Actual	Per Cent of Planned
0	#DIV/0!
0	#DIV/0!
0	#DIV/0!
0	#DIV/0!

0	#DIV/0!
0	#DIV/0!
0	#DIV/0!
0	#VALUE!

0	#DIV/0!

Goal	

Challenge Pilot
Participant Annual Rates*

Participant
[Insert Participant Name Here]

OSHA 300 Log Totals for	
Year	2009

G	H	I	J	K	L	M:1	M:2	M:3	M:4
0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

Total Hours Worked	0.0

Measure	Current Year	Baseline	Change
TCIR	#DIV/0!	0.0	#DIV/0!
DART	#DIV/0!	0.0	#DIV/0!

Optional Data

Absenteeism Rate	
Turnover Rate	
Productivity Rate	
Other Data**	
Other Data**	

Worker's Compensation Data	
Fees	
Direct Costs	
EMR	
Loss Run Data	

* - OSHA will use this information to track the progress of OSHA Challenge Participants only. It will NOT be used for enforcement purposes.

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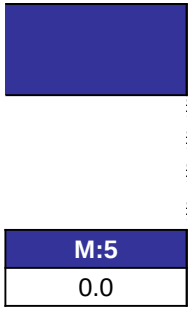
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Challenge Pilot
Hazards Identified and Corrected

Participant
[Insert Participant Name Here]

Administrator
[Insert Administrator Name Here]

Type of Hazard	# of Hazards Identified	# of Employees Affected	# of Hazards Controlled	# of Employees Affected
Machine Guarding	0	0	0	0
Emergency Procedures	0	0	0	0
Lock-out/Tag-Out Procedures	0	0	0	0
Electrical Safety	0	0	0	0
Walking/Working Surfaces	0	0	0	0
Ergonomics	0	0	0	0
Process Safety Management	0	0	0	0
Industrial Hygiene/Health Exposure	0	0	0	0
PPE	0	0	0	0
Inadequate/Deficient Training	0	0	0	0
Program Issue/Hazard	0	0	0	0
Inadequate Procedures	0	0	0	0
Work Practices	0	0	0	0
Miscellaneous	0	0	0	0
TOTAL	**0**	**0**	**0**	**0**

Source Used to Identify Hazard	# of Hazards Identified
Facility Audit	0
Accident/Near-Miss Investigation	0
Employee Suggestion	0
Safety Committee/Team/Line Meeting	0
Observation	0
TOTAL	**0**

Additional Comments

Year
2009

# of Near-Misses
0
0
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0
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Particip
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0

Adminis
0

Challenge Pilot
Leading Indicators

Participant	Administrator
[Insert Participant Name Here]	[Insert Administrator Name Here]

	# Planned
Management Leadership	
Management participated in safety and health meetings	0
Management participated in self-inspections	0
Safety and health discussed at management meetings	0
Management participated in safety and health training	0
Employee Involvement	
Employees participated in or conducted safety and health meetings	0
Employees participated in or conducted self-inspections	0
Employees participated in or conducted training	0
Number of employees involved in safety and health activities	*
Worksite Analysis	
Number of employee reports of hazards and/or safety suggestions turned in**	0

Hazard Prevention and Control	
Timeliness of corrective action	Goal -- Average Response Time
	Actual -- Average response time
	Result -- Difference between Actual and G

* -- Enter the total number of employees here - the goal is 100% employee involvement.
** -- Difficult to predict or have a goal for this

Year
2009

# Actual	Per Cent of Planned
0	#DIV/0!
0	#DIV/0!
0	#DIV/0!
0	#DIV/0!

0	#DIV/0!
0	#DIV/0!
0	#DIV/0!
0	#VALUE!

0	#DIV/0!

oal	

Challenge Pilot
Participant Annual Rates*

Participant
[Insert Participant Name Here]

OSHA 300 Log Totals for	
Year	2009

G	H	I	J	K	L	M:1	M:2	M:3	M:4
0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

Total Hours Worked	0.0

Measure	Current Year	Baseline	Change
TCIR	#DIV/0!	0.0	#DIV/0!
DART	#DIV/0!	0.0	#DIV/0!

Optional Data

Absenteeism Rate	
Turnover Rate	
Productivity Rate	
Other Data**	
Other Data**	

Worker's Compensation Data	
Fees	
Direct Costs	
EMR	
Loss Run Data	

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Challenge Pilot
Hazards Identified and Corrected

Participant
[Insert Participant Name Here]

Administrator
[Insert Administrator Name Here]

Type of Hazard	# of Hazards Identified	# of Employees Affected	# of Hazards Controlled	# of Employees Affected
Machine Guarding	0	0	0	0
Emergency Procedures	0	0	0	0
Lock-out/Tag-Out Procedures	0	0	0	0
Electrical Safety	0	0	0	0
Walking/Working Surfaces	0	0	0	0
Ergonomics	0	0	0	0
Process Safety Management	0	0	0	0
Industrial Hygiene/Health Exposure	0	0	0	0
PPE	0	0	0	0
Inadequate/Deficient Training	0	0	0	0
Program Issue/Hazard	0	0	0	0
Inadequate Procedures	0	0	0	0
Work Practices	0	0	0	0
Miscellaneous	0	0	0	0
TOTAL	**0**	**0**	**0**	**0**

Source Used to Identify Hazard	# of Hazards Identified
Facility Audit	0
Accident/Near-Miss Investigation	0
Employee Suggestion	0
Safety Committee/Team/Line Meeting	0
Observation	0
TOTAL	**0**

Additional Comments

Year
2009

# of Near-Misses
0
0
0
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Particip
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0

Adminis
0

Challenge Pilot
Leading Indicators

Participant	Administrator
[Insert Participant Name Here]	[Insert Administrator Name Here]

	# Planned
Management Leadership	
Management participated in safety and health meetings	0
Management participated in self-inspections	0
Safety and health discussed at management meetings	0
Management participated in safety and health training	0
Employee Involvement	
Employees participated in or conducted safety and health meetings	0
Employees participated in or conducted self-inspections	0
Employees participated in or conducted training	0
Number of employees involved in safety and health activities	*
Worksite Analysis	
Number of employee reports of hazards and/or safety suggestions turned in**	0
Hazard Prevention and Control	
Timeliness of corrective action	Goal -- Average Response Time
	Actual -- Average response time
	Result -- Difference between Actual an

* -- Enter the total number of employees here - the goal is 100% employee involvement.
** -- Difficult to predict or have a goal for this

Year
2009

# Actual	Per Cent of Planned
0	#DIV/0!
0	#DIV/0!
0	#DIV/0!
0	#DIV/0!

0	#DIV/0!
0	#DIV/0!
0	#DIV/0!
0	#VALUE!

0	#DIV/0!

d Goal	

Challenge Pilot
Participant Annual Rates*

Participant
[Insert Participant Name Here]

OSHA 300 Log Totals for	
Year	2009

G	H	I	J	K	L	M:1	M:2	M:3	M:4
0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

Total Hours Worked	0.0

Measure	Current Year	Baseline	Change
TCIR	#DIV/0!	0.0	#DIV/0!
DART	#DIV/0!	0.0	#DIV/0!

Optional Data

Absenteeism Rate	
Turnover Rate	
Productivity Rate	
Other Data**	
Other Data**	

Worker's Compensation Data	
Fees	
Direct Costs	
EMR	
Loss Run Data	

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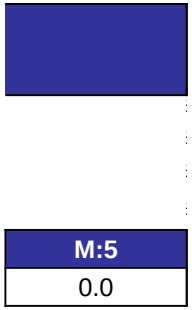
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Challenge Pilot
Hazards Identified and Corrected

Participant
[Insert Participant Name Here]

Administrator
[Insert Administrator Name Here]

Type of Hazard	# of Hazards Identified	# of Employees Affected	# of Hazards Controlled	# of Employees Affected
Machine Guarding	0	0	0	0
Emergency Procedures	0	0	0	0
Lock-out/Tag-Out Procedures	0	0	0	0
Electrical Safety	0	0	0	0
Walking/Working Surfaces	0	0	0	0
Ergonomics	0	0	0	0
Process Safety Management	0	0	0	0
Industrial Hygiene/Health Exposure	0	0	0	0
PPE	0	0	0	0
Inadequate/Deficient Training	0	0	0	0
Program Issue/Hazard	0	0	0	0
Inadequate Procedures	0	0	0	0
Work Practices	0	0	0	0
Miscellaneous	0	0	0	0
TOTAL	**0**	**0**	**0**	**0**

Source Used to Identify Hazard	# of Hazards Identified
Facility Audit	0
Accident/Near-Miss Investigation	0
Employee Suggestion	0
Safety Committee/Team/Line Meeting	0
Observation	0
TOTAL	**0**

Additional Comments

Year
2009

# of Near-Misses
0
0
0
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Particip
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Adminis
0

Challenge Pilot
Leading Indicators

Participant	Administrator
[Insert Participant Name Here]	[Insert Administrator Name Here]

	# Planned
Management Leadership	
Management participated in safety and health meetings	0
Management participated in self-inspections	0
Safety and health discussed at management meetings	0
Management participated in safety and health training	0
Employee Involvement	
Employees participated in or conducted safety and health meetings	0
Employees participated in or conducted self-inspections	0
Employees participated in or conducted training	0
Number of employees involved in safety and health activities	*
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Number of employee reports of hazards and/or safety suggestions turned in**	0
Hazard Prevention and Control	
Timeliness of corrective action	Goal -- Average Response Time
	Actual -- Average response time
	Result -- Difference between Actual and

* -- Enter the total number of employees here - the goal is 100% employee involvement.
** -- Difficult to predict or have a goal for this

Year
2009

# Actual	Per Cent of Planned
0	#DIV/0!
0	#DIV/0!
0	#DIV/0!
0	#DIV/0!

0	#DIV/0!
0	#DIV/0!
0	#DIV/0!
0	#VALUE!

0	#DIV/0!

Goal	

Challenge Pilot
Participant Annual Rates*

Participant
[Insert Participant Name Here]

OSHA 300 Log Totals for	
Year	2009

G	H	I	J	K	L	M:1	M:2	M:3	M:4
0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

Total Hours Worked	0.0

Measure	Current Year	Baseline	Change
TCIR	#DIV/0!	0.0	#DIV/0!
DART	#DIV/0!	0.0	#DIV/0!

Optional Data

Absenteeism Rate	
Turnover Rate	
Productivity Rate	
Other Data**	
Other Data**	

Worker's Compensation Data	
Fees	
Direct Costs	
EMR	
Loss Run Data	

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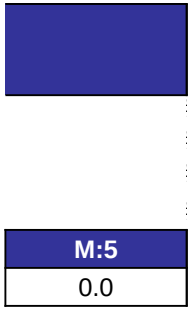
M:5
0.0

Challenge Pilot
Hazards Identified and Corrected

Participant
[Insert Participant Name Here]

Administrator
[Insert Administrator Name Here]

Type of Hazard	# of Hazards Identified	# of Employees Affected	# of Hazards Controlled	# of Employees Affected
Machine Guarding	0	0	0	0
Emergency Procedures	0	0	0	0
Lock-out/Tag-Out Procedures	0	0	0	0
Electrical Safety	0	0	0	0
Walking/Working Surfaces	0	0	0	0
Ergonomics	0	0	0	0
Process Safety Management	0	0	0	0
Industrial Hygiene/Health Exposure	0	0	0	0
PPE	0	0	0	0
Inadequate/Deficient Training	0	0	0	0
Program Issue/Hazard	0	0	0	0
Inadequate Procedures	0	0	0	0
Work Practices	0	0	0	0
Miscellaneous	0	0	0	0
TOTAL	**0**	**0**	**0**	**0**

Source Used to Identify Hazard	# of Hazards Identified
Facility Audit	0
Accident/Near-Miss Investigation	0
Employee Suggestion	0
Safety Committee/Team/Line Meeting	0
Observation	0
TOTAL	**0**

Additional Comment

Year
2009

# of Near-Misses
0
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0
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Particip
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Adminis
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Challenge Pilot
Leading Indicators

Participant	Administrator
[Insert Participant Name Here]	[Insert Administrator Name Here]

	# Planned
Management Leadership	
Management participated in safety and health meetings	0
Management participated in self-inspections	0
Safety and health discussed at management meetings	0
Management participated in safety and health training	0
Employee Involvement	
Employees participated in or conducted safety and health meetings	0
Employees participated in or conducted self-inspections	0
Employees participated in or conducted training	0
Number of employees involved in safety and health activities	*
Worksite Analysis	
Number of employee reports of hazards and/or safety suggestions turned in**	0

Hazard Prevention and Control	
Timeliness of corrective action	Goal -- Average response time
	Actual -- Average response time
	Result -- Difference between Actual and

* -- Enter the total number of employees here - the goal is 100% employee involvement.
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Year
2009

# Actual	Per Cent of Planned
0	#DIV/0!
0	#DIV/0!
0	#DIV/0!
0	#DIV/0!

0	#DIV/0!
0	#DIV/0!
0	#DIV/0!
0	#VALUE!

0	#DIV/0!

Goal	