

Summary of Data and Information Required by OSHA Collected as Part of an OSHA Strategic Partnership December 5, 2012

OSHA Instruction CSP 03-02-002-OSHA Strategic Partnership Program for Worker Safety and Health; effective February 10, 2005 describes and implements the OSHA Strategic Partnership Program for Worker Safety and Health (OSPP) and sets forth procedures to implement this program. It includes the policies and management of the program, and procedures and guidelines for the development, approval, and operation of individual OSHA Strategic Partnerships (OSPs).

All OSP agreements must be in written form. When OSHA approves an OSP and the partners sign the agreement, the originating office will immediately provide a copy of the final agreement, including the signature page, to the Directorate of Cooperative and State Programs (DCSP). The originating office also will provide a courtesy copy to other affected OSHA National Office Directorates, as appropriate.

Although the particular structure and degree of formality of the OSP agreement is left to the discretion of the originating office and its partners, the OSP agreement must contain the following core elements.

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| Identification of Partners | Purpose and Scope |
| Goals and Strategies | Performance Measures |
| Written Annual Evaluation | Benefits |
| OSHA Verification Reports | OSP Management and Operation |
| Employee and Employer Rights and Responsibilities | Term of the OSP |
| Signatures | |

Each OSP agreement details measures/data to be collected by the partners and reported to OSHA for the purposes of annual OSP evaluations. As designated in the OSP agreement, the responsible parties gather and submit their data to OSHA using the OSPP Annual Evaluation Report contained in Appendix C of CSP -3-02-002. The information provided varies based on the partnership-specific goals and the individual strategies set forth by the OSP itself. The following is a listing of elements most frequently required to be submitted to OSHA by the partners.

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| Illness and Injury Data | Fatality Data |
| Self-Audits/Evaluations | Equipment Inspection/Certification |
| Monitoring Results | Experience Modification Rates (EMR) |
| Accident/Near-Miss Investigations | Hazards Identified and Abated |
| Workers' Compensation | Logistical (i.e., site information, project/process descriptions, etc.) |
| Data related to safety and health management systems (and elements) | Training Information (number of training sessions conducted; number of hours of training conducted; number of employees trained; number of supervisors trained) |
| List of companies | Other |

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| participating in the OSP | |
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