

Recruitment Questions

Some organizations will be contacted by phone to ascertain their interest in playing a role in the organization and promotion of Safe + Sound Campaign activities.

The script is suggested, but conversations will all be different and will be guided by the organization being recruited.

Hello, I'm calling from the Occupational Safety and Health Administration with regard to the national Safe + Sound Campaign. We'd like to have [organization name] be a part of this important initiative and upcoming Safe + Sound Week. Do you have a few moments to talk with me about the Campaign and what we have planned, or is there another person at [organization name] that I should contact instead?

▶ **Scenario 1 - Reached the right person, but they are not interested**

"Thank you for your time. Feel free to reach out to us at safeandsoundcampaign@dol.gov if you would like more information or if you are interested in joining the Campaign in the future."

▶ **Scenario 2 - Reached the wrong person, but they provide another POC**

"Thank you for talking with me and for providing me [POC Name]'s contact information."

▶ **Scenario 3 - Reached the right person, but no time to talk currently**

"Thank you for your time. When should I call back to discuss [organization name]'s possible involvement in the Safe + Sound Campaign?"

▶ **Scenario 4 - Reached the right person and they have time to talk**

"Great! The Safe + Sound Campaign encourages every workplace in the United States to have a safety and health program that includes management leadership, worker participation, and a systematic approach to finding and fixing hazards. Throughout 2018, the Campaign will promote the adoption of safety and health programs by offering: periodic messaging and communications; live, publicly available webinars at no cost; access to educational content from Campaign Organizers; and local events. This programming will all lead up to Safe + Sound Week, to be held August 13-19, 2018, where organizations host events and activities that can help energize or initiate a safety and health program.

'Partners' encourage their members to participate in Campaign events, such as Safe + Sound Week, and share Campaign resources that will be made available during the year through their channels of communication, such as their website, newsletters, and social media posts. As a benefit to Partners, OSHA and the Campaign Organizers send out advance information and resources, and your logo is displayed on the OSHA webpage. In addition, OSHA would be happy to work with [organization name] to tailor communications and guidance materials for your particular industry and audience.

Would [organization name] be interested in becoming a Safe + Sound Campaign Partner?

o If “Yes”

Thank you. I'll be sending you an email containing useful information on resources available to help plan and promote activities and events, as well as images you can put on your website, newsletters and social media to show your commitment to the Safe + Sound Campaign as a Partner.

What email address should I send this information to?

To get started, we ask that you send your organization's logo to safeandsoundcampaign@dol.gov. I'll include this address in the email I send you.

Thank you very much for your time and support. Do you have any questions I can answer?

o If “No”

Thank you for your time. Feel free to reach out to us at safeandsoundcampaign@dol.gov if you would like more information, or if you are interested in joining the Campaign in the future.

o If “Need to check with board/others”

Sure, I understand. I will send you an email with what we discussed today. We look forward to hearing from you.

OMB Control Number XXXX-XXXX

Expiration date: XX/XX/XXXX

PAPERWORK REDUCTION ACT

Public reporting burden for this voluntary collection of information is estimated to average 10 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. OSHA will use this information to evaluate participation in Safe + Sound Week. Persons are not required to respond to the collection of information unless it displays a current valid OMB control number. If you have any comments about this estimate or any other aspects of this data collection, including suggestions for reducing this burden, please send them to OSHAPRA@dol.gov or to US Department of Labor, OSHA Directorate of Standards and Guidance N-3609, 200 Constitution Avenue, NW, Washington, DC 20210.