

MAINE STATE LEGISLATURE

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OFFICE OF
THE GOVERNOR

NO. 2 FY 93/94
DATE January 4, 1994

AN ORDER TO IMPROVE OCCUPATIONAL HEALTH AND SAFETY
IN STATE GOVERNMENT AND TO REDUCE THE ASSOCIATED COSTS
OF WORKPLACE ILLNESSES AND INJURIES

WHEREAS, the Governor, as Chief Executive Officer of the Executive Branch of State Government, recognizes that the provision and maintenance of safe and healthy workplaces and working conditions is a prime responsibility of the State of Maine in its role as an employer; and

WHEREAS, unsafe acts and other disregard for employee well-being cannot be tolerated at any level while safe conduct of work activities is a shared concern of supervisors and employees forming the basis for labor management cooperation as envisioned by total quality management; and

WHEREAS, employee accidents or poor health adversely impacts employees and their families, reduces the capacity of the State to effectively provide services to its citizens by redirecting scarce financial resources, and otherwise increases workers' compensation as well as other insurance costs; and

WHEREAS, the State of Maine should provide vigorous leadership in the effort to improve the safety and health of workers in all sectors of the State's economy; and

WHEREAS, the Legislature of the State of Maine has addressed employee safety and health issues by passage of numerous statutes and programs; and

WHEREAS, past efforts to improve occupational health and safety have failed to efficiently mobilize the considerable resources available; and

WHEREAS, strong and visible departmental efforts are critical to the development and implementation of policies and programs which can enhance the State's efforts to improve safety in the workplace;

NOW, THEREFORE, I, JOHN R. MCKERNAN, JR., Governor of the State of Maine do hereby:

1. Establish a Sub-Cabinet Work Group on Occupational Health and Safety chaired by the Commissioner of Labor.

- A. Membership will include the Commissioners of Administrative and Financial Services, Corrections, Human Services, Mental Health and Mental Retardation, Transportation, and other Cabinet officials as selected by the Governor. An equal number of representatives will be solicited from the State's public sector unions. The Chair shall also invite to participate the Director of the Department of Administrative and Financial Services' Workers' Compensation Division and any other individuals as deemed appropriate. The Department of Labor and the Maine Quality Management Council shall provide technical assistance and support.
- B. The Group's mission shall be to oversee the development and implementation of a department-based State Government Occupational Health and Safety Compact Program, advise the Workers' Compensation Division, and to promote activities and practices which improve workplace health and safety.
- C. The Group shall report back to the Governor and the full Cabinet on a quarterly basis. The program will be evaluated on an annual basis against targets set by the Governor.

2. The State Government Occupational Health and Safety Compact Program will be designed to meet the needs of individual departments based on their mission, expected occupational hazards, and their experience as indicated by their OSHA logs as well as workers' compensation data.

- A. The group will designate a department from its membership to pilot the program by September 1, 1994. A second department shall be selected to start by January 1, 1995, and at regular intervals thereafter. The original five named departments as well as five additional agencies shall all have plans in place by June 30, 1997.
- B. A design team for each department will be formed including the Commissioner, appropriate senior management, the positions with primary responsibility for workers' compensation and employee health and safety, the Director of the State's Workers' Compensation Division, and staff from the various bargaining units. The team will be facilitated by staff from the Bureau of Labor Standards. The Maine Quality Management Council shall provide technical assistance and support as requested.
- C. The team will be responsible for designing a training program for senior management and employee representatives responsive to that department's health and safety needs.

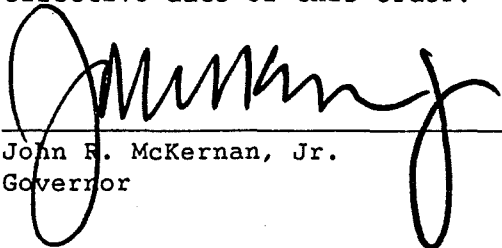
- D. The training should result in the development and implementation strategy of an individual department plan. At a minimum, the plan should address the following items:
- 1) management commitment and employee involvement,
 - 2) worksite analysis and accident investigation,
 - 3) hazard prevention and control,
 - 4) safety and health training, and
 - 5) medical management of injured and ill workers.
- E. The training and the plan should have a department-wide scope. Unique situations within units may warrant modified activities.
- F. Each Commissioner involved will report quarterly to the Governor on their progress.
- G. Demonstrated savings from the reduction of injuries and illnesses will form the basis of a supplemental budget request for that department for that amount.

3. The Department of Labor shall provide support and technical assistance to other State departments. This support may include services such as assistance and training in plan development, worksite consultation inspections, employee training, use of Bureau library resources, and grant money for education and training programs which cannot be provided otherwise.

4. The Department of Administrative and Financial Services Workers' Compensation Division shall provide support and technical assistance relating to departments' workers' compensation experience and management practices.

5. Departments are encouraged to coordinate the activities under this Executive Order with those under Executive Order 8 FY 92/93, An Order Creating the Maine Quality Management Council.

6. This Order replaces Executive Order 13 FY 88/89. The effective date of this Order is January 4, 1994. The first meeting of the Sub-Cabinet Work Group should occur within 15 days of the effective date of this Order.



John F. McKernan, Jr.
Governor