

## Learn more about INSHARP

To learn more about INSHARP, please visit [www.in.gov/dol/2382.htm](http://www.in.gov/dol/2382.htm). For additional questions about the program, please email [insharp@dol.in.gov](mailto:insharp@dol.in.gov) or phone (317) 232-2688.

## About INSafe

INSafe, a division of the Indiana Department of Labor, provides no cost safety and health consultation services to Hoosier employers.

For additional information about INSafe, please visit [www.in.gov/dol/insafe.htm](http://www.in.gov/dol/insafe.htm). For workplace safety and health inquiries, email INSafe at [insafe@dol.in.gov](mailto:insafe@dol.in.gov) or phone (317) 232-2688 to speak with a safety or health consultant.

## Other Program Options

### *Voluntary Protection Program*

The Voluntary Protection Program (VPP) was created by the federal Occupational Safety and Health Administration (OSHA) in 1982 to recognize workplace safety and health excellence.

Indiana employers interested in achieving VPP certification must develop, implement and maintain an exemplary safety and health management system. To learn more about Indiana VPP, please visit [www.in.gov/dol/vpp.htm](http://www.in.gov/dol/vpp.htm).

## Workplace safety and health adds value!

Workplace incidents are more expensive than most employers realize. Some costs are obvious:

### Direct Costs

- Medical payments
- Workers' Compensation
- Increased liability insurance

And, some costs may be hidden:

### Indirect Costs

- Potential loss of customers or decreased customer traffic
- Decreased worker morale
- Increased employee turnover and absenteeism
- Decreased worker productivity

Recent estimates place the business costs associated with occupational injuries at close to \$170 billion—expenditures that come straight out of company profits.

Protecting workers is in everyone's best interest—our economy, our communities, our workers and our families.



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# Indiana Safety and Health Achievement Recognition Program

# Recognizing Excellence in Hoosier Workplace Safety and Health

## What is INSHARP?

The Indiana Safety and Health Achievement Recognition Program (INSHARP) is a voluntary program designed to recognize and reward small and high-hazard Hoosier employers for demonstrating workplace safety and health excellence.

INSHARP participants must:

- Be in operation for at least one year prior to applying
- Maintain worker injury and illness rates below their industry's average
- Develop, implement and maintain a proactive workplace safety and health management system focusing on:
  - Management commitment
  - Employee involvement
  - Worksite analysis
  - Hazard prevention and control
  - Employee training

INSHARP sites are very diverse in their product or service offerings. A current list of INSHARP sites is available online at [www.in.gov/dol/2382.htm](http://www.in.gov/dol/2382.htm).

## The road to INSHARP certification

### Submit a request for review

Employers interested in pursuing INSHARP certification must submit a request for a free comprehensive workplace safety and health consultation. The onsite consultation

is provided by the Indiana Department of Labor's INSafe division. The request for INSHARP consultation may be submitted online at [www.in.gov/dol/insafeconsultation](http://www.in.gov/dol/insafeconsultation). Once the employer has submitted the request for onsite consultation, it will be prioritized, assigned and scheduled. Employers will receive written confirmation of the receipt of the request.

### Undergo an onsite evaluation

During the onsite evaluation, the INSHARP team will review all elements of the employer's safety and health program.

These elements include:

- Written safety and health programs (e.g. Emergency Action Plan, Hazard Communication, etc.)
- Employee training documentation
- Workplace injury and illness logs and supporting documentation
- A comprehensive safety and health evaluation of the facility (including industrial hygiene sampling, if applicable)

The team will also conduct private interviews with management and employees.

### Receive an INSHARP report

Employers will receive a written report that will outline the findings of the onsite review.

The report will include the following:

- A list of hazards identified during the visit
- Hazard correction guidance
- Correction due dates for hazards
- Recommendations for improvement

Employers are required to correct all serious occupational safety and health hazards identified during the onsite evaluation.

### Receive INSHARP certification determination

Many factors are considered in INSHARP certification. Upon correction of any identified hazards, all INSHARP documentation is reviewed by INSafe to determine eligibility.

After the final review, employers will receive notification regarding whether or not certification has been granted.

INSHARP status may be granted for up to three years.

### Pre-INSHARP

Businesses that do not meet INSHARP status, but show dedication to improvement, may be eligible for *Pre-INSHARP* consideration.

*Pre-INSHARP* certified sites may be granted up to an 18-month deferral from programmed inspections. All INSHARP requirements must be met during the deferral period.

*"Participation in INSHARP demonstrates to our employees, community, customers and suppliers the high value we place on health and well-being," said Kevin Massey, Plant Manager for USALCO Michigan City Plant, LLC. "Safety is our first priority; quality is our second priority. When we get these right consistently, productivity falls into line. Morale remains high and the community as a whole is improved. We're proud to have worked with INSafe to become INSHARP certified and stand behind the program 100 percent."*