

A Letter from Commissioner Rick J. Ruble















INdiana Labor Insider

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The sun is out, temperatures are up, and it's once again summer in Indiana. The staff at the Indiana Department of Labor (IDOL) worked hard during the spring months to accomplish big things and continue to serve working Hoosiers.

March, April, and May were busy months for the IDOL team as we worked with not only federal Occupational Safety and Health Administration (OSHA) on several national campaigns, but also various organizations and companies across Indiana to improve safety and health programs in workplaces and jobsites.

An event we look forward to every year is the Indiana Safety and Health Conference. We had the pleasure of meeting business owners, safety managers, inspiring speakers, and many other attendees during this three-day event. Several of our IOSHA and INSafe staff attended as guests and as speakers. We're very excited about next year's event in late February 2017.

During April, the IDOL participated in National Distracted Driving Awareness Month. INSafe, the IDOL's consultation division,

spearheaded these efforts with the Drive Now TXT L8R Social Media Contest in partnership with several other state agencies. INSafe also offered fall prevention training at no cost as part of the National Safety Stand-Down orchestrated by federal OSHA the first week of May. Consultants hosted training out of Elkhart, Greenwood, and Vincennes. For National Work Zone Awareness Week, I had the honor of speaking alongside many other agency representatives and Hoosier road workers about the patience and focus needed to keep those in work zones safe during construction season. All of these campaigns and events are explained in greater detail in this publication.

We look forward to another successful summer. Be sure to stay cool, stay focused, and remember you have a partner in your workplace safety and health.

To your health and wealth,



Commissioner

The Indiana Department of Labor (IDOL) is proud to recognize the winners of the 2016 Governor's Workplace Safety Awards (GWSA). This year, eight Hoosier businesses and organizations received an award during the annual Indiana Safety and Health Conference and Exposition on March 23, 2016.

These competitive awards recognize companies that have achieved workplace safety and health excellence through their safety-driven innovations, education and outreach efforts, and partnerships efforts. This year, we were also pleased to recognize two Hoosier organizations that are headed down the right path in achieving workplace safety and health excellence with the new "Rising Star" award.

Monsanto's Remington site participated in several outreach programs, including flood relief efforts and involvement in the tri-county safety convocation.

As subject matter experts in scaffolding, Solid Platforms, Incorporated developed and conducted a comprehensive scaffolding user training course for their construction trades clients. To date, more than 1,200 scaffolding users have participated in this training.

BE A CHAMPION OF SAFETY Eli Lilly and Company is a global pharmaceutical company. In partnership with its scientific staff, Lilly's Research Laboratories' Health, Safety, and Environmental Department developed and implemented the "GO CARD," designed to address the needs of identifying hazardous substances under OSHA's Globally Harmonized System.

















The Indianapolis Roofer's Safety Group consists of five roofing contractors and safety consultants from Safety Resources, including AAA Roofing Company, Henry C. Smither Roofing Company, HRC Roofing and Sheet Metal, Adams Roofing Company, and Southern Roofing. This partnership provides employees the greatest safety efforts possible through policy updates, site-specific safety program development, site safety audits, and training programs.

Gribbins Insulation Company, Incorporated has demonstrated effective employee involvement in many areas that incorporate the company's Surveying At-risk For Elimination (SAFE) Program. The company's three-year total recordable case rate is nearly 84% below the national industry average.

In 2014, XL Industrial Services, Incorporated, provided each of the company's 15 foremen with software that allows field staff to document and send daily jobsite safety activities to management. From June to December in 2015, XL employees documented over 1,500 daily safety meetings and 1,200 equipment and project inspections. More than 80 corrective actions have been tracked through completion.

In 2008, Kennedy Tank and Manufacturing Company had a total recordable case rate of 20.26, or five times the Indiana construction industry average. Recognizing something had to be done, the company implemented a safety steering committee. With its renewed focus on safety, the company has worked four years without an OSHA-recordable injury.

The City of Greenwood was successful in reducing its total recordable case rate by 43% between 2014 and 2015. Its worker safety and health efforts have included training supervisors on incident and accident reporting and specialized safety training for snow plow drivers.

Learn more about the recipients of the 2016 Governor's Workplace Safety Awards at www.in.gov/dol/2934.htm.



On-the-job exposure to extreme heat conditions can lead to a variety of heat-related illnesses. From rashes and cramps to strokes and deaths – heat stress is a real threat. Every year, thousands of workers become sick from heat exposure, and some even die. **These illnesses and deaths are preventable.** It is crucial for employers to know the factors, their associated risks, and the best preventative measures to reduce or eliminate these dangers.

What Happens During Heat Stress?

Working in hot environments means an employee's body needs to get rid of excess heat to stabilize his or her temperature. This is when we sweat. However, sweating is only effective if the humidity level is at a point low enough for evaporation to occur.



Contributor: **Shalini Chilukuri**INSAFE MARKETING &
COMMUNICATIONS INTERN

And even then, a worker must sufficiently replace his or her body fluids and salts. As a worker's heat stress increases, he'll experience a loss in concentration, irritability or sickness, and opposition to drinking fluids. This leads to heat exhaustion, fainting, risk for a heat rash or cramp, and increased chances of stroke or death. Side effects of excessive exposure to heat, such as sweaty palms, fogged-up safety glasses, and dizziness, can increase the risk of workplace injuries.

Industries prone to heat stress include:

- Iron and steel foundries
- Glass products facilities
- Rubber products factories
- Electrical utilities, particularly boiler rooms
- Bakeries and commercial kitchens
- Laundries
- Chemical plants
- Farming
- Construction
- Oil and gas well operations
- Landscaping
- Emergency response operations

Symptoms of increasingly hazardous conditions may include:

- Rise in temperature and/or humidity
- Increased direct sunlight, lack of shade
- Decreased air movement
- A lack of control in reducing the impact of radiated heat
- Protective clothing is worn, especially bulky or non-breathable gear
- Work is strenuous
- Low tolerance to hot conditions, especially for those with certain health conditions

Reading the Temperature

The heat index chart below, which takes both temperature and humidity into account, is a resource for employers and employees to familiarize themselves so they can take appropriate precaution.

Heat Index	Risk Level	Protective Measures	
Less than 91°F	Lower (Caution) Routine workplace heat safety		
91°F to 103°F	Moderate	Implement precautions and heighten awareness	
103°F to 115°F	High	Additional precautions to protect workers	
Greater than 115°F	Very High to Extreme	Triggers even more aggressive protective measures	

Engineering Controls

The best way to prevent heat-related illness is to make the work environment cooler. A variety of engineering controls can reduce workers' exposure to heat, including:

- Air conditioning
 (i.e. air-conditioned equipment cabs, break rooms)
- Increased general ventilation
- Cooling fans
- Reflective shields to redirect radiant heat
- Insulation of hot surfaces (i.e. furnace walls)
- Elimination of steam leaks

Work Practices

Employers should have an emergency plan in place that specifies what to do if a worker shows signs of heat-related illness and ensures that medical services are available if needed. It's important for employers to take steps that help workers become acclimated, especially workers new to the conditions or those that have been away from work for a week or more. It's recommended to gradually increase workloads and allow more frequent breaks in such cases. It's vital that workers have access to drinking water near the work area and that they hydrate frequently. If possible, physical demands can be reduced during hot weather or rescheduled for cooler times of the day.

Personal Protective Equipment

Workers should be aware that use of certain personal protective equipment (e.g., certain types of respirators and impermeable clothing) can increase the risk of heat-related illness. In some situations, special cooling devices can protect workers in hot environments. In some workplaces, insulated gloves, insulated suits, reflective clothing, or infrared reflecting face shields may be needed. Thermally conditioned clothing might be used for extremely hot conditions, such as:

- A garment with a self-contained air conditioner in a backpack
- A garment with a compressed air source that feeds cool air through a vortex tube
- A plastic jacket whose pockets can be filled with dry ice or containers of ice

For more information about preventing heat stress, please visit www.osha.gov/SLTC/heatstress/index.

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OSHA'S FINAL RULE: Contributor: Gary Hulbert INSAFE HEALTH CONSULTANT

On March 25, 2016, the Occupational Safety and Health Administration (OSHA) published the final rule concerning respirable crystalline silica. The new rule covers workers performing work in the construction, general, and maritime industries. The new rule is in effect as of June 2016.

About Silica

Crystalline silica is a basic component of sand, granite, and other minerals. Quartz, cristobalite, and tridymite are all forms of crystalline silica, which may become respirable when workers grind, cut, or crush concrete, brick, and stone. Crystalline silica is classified as a human carcinogen and also causes silicosis. Silicosis occurs when respirable dust enters the lungs and causes formation of scar tissue, which reduces lung function. Epidemiologic evidence indicates that lung cancer and silicosis occur at exposure levels below 100 micrograms of respirable crystalline silica per cubic meter of air (ug/m3). Silicosis is fatal but preventable.

A Decision That Will Save Lives

According to OSHA, approximately 2.3 million American workers are exposed to respirable crystalline silica annually. Exposures to workers in the construction industry can occur when workers conduct drilling, cutting, crushing, or grinding of concrete and stone. Workers in general industry may be exposed to silica when manufacturing brick or glass, sand blasting, and while working in foundries.

The intent of the final rule is to limit employee exposures to crystalline silica that causes diseases such as lung cancer, silicosis, kidney disease, and chronic obstructive pulmonary disease (COPD). The rule change was necessary given that the permissible exposure limit (PEL) for silica was based on a formula that was difficult to interpret. In addition, the standard has not been updated since 1971 when the current PELs were established. OSHA believes health benefits will be derived from the rule change. It is estimated that once the effects of the rule are fully established, more than 600 deaths per year will be prevented.

What the New Rule Requires

The new rule proposes that employers use engineering controls, such as wet methods and ventilation, and proper work practices to limit employee exposures to respirable crystalline silica. Respirators also may be necessary when employers are not able to reduce the employee exposures below the PEL using engineering and administrative controls. However, respirators may not be used in place of these controls.

General/Maritime Industry Requirements

- Limit access to high exposure areas
- Provide employee training
- Provide respiratory protection when exposures cannot be reduced through engineering, controls, and work practices
- Develop written exposure control plans
- Conduct air monitoring to determine employee exposure levels

Construction Standard Requirements

- Develop and implement an exposure control plan
- Designate a competent person to implement the exposure control plan
- Minimize housekeeping practices that expose employees to silica
- Offer medical exams every three years to employees wearing respirators for 30 or more days per year
- Train employees on ways to limit silica exposures
- Keep records of medical exams and silica exposures

The second option is that an employer may measure workers' exposure to silica by

- Measuring worker exposure to air at or above the action level of 25 ug/m3,
- Using dust controls when the employee exposures exceed the PEL of 50 ug/m3, or
- Providing respiratory protection when dust controls don't reduce the expose limits below the PEL.

To learn more about OSHA's final rule on crystalline silica, please visit www.osha.gov/sillica.



S OSHA'S FINAL RULE: SILICA



Building an Effective

Most professionals – managers, team leaders, and business owners – have the best intentions when setting priorities. However, the reality of trying to manage your business often interferes with the priority. Priorities change based on the needs of the organization. To say safety is a priority means that it may change based on the needs or urgencies of the moment, and therefore will not always be the top priority.

A value is defined as a principle, standard, or quality considered worthwhile or desirable. Using this definition, we say safety is important and will not be compromised. As your businesses needs change, so will the needs and focus on safety. Nevertheless, safety will always be present.

Some clients set safety as a priority, but with much less value, which directly conflicts with the direction of safety in the workplace. As you are probably aware, this creates conflict in any industry. As a safety consultant, I'm often asked, "How do I change the organization's culture?"

There are many reasons why a safety program fails. Fear, cost, attitude, workload, lack of trust, intimidation, or consistency could be factors. In my experience, I've observed individuals become overconfident and develop the mindset of "that kind of accident will never happen to me." This kind of attitude triggers certain behaviors in good or bad conduct of an employee.

Simply put, commitment and understanding must come from top management and involve all levels of employment. Your plan needs accountability. The management system should incorporate policy, goals, and a strategy. Remember, Occupational Safety and Health Administration (OSHA) standards only address the minimum rule for any organization. All safety programs must be structured and adapted to the operation. This could require safety practices above and beyond what OSHA requires.



Employer commitment and employee involvement are essential. This element ensures the employer is accountable to the same safe work practices that employees must follow. Remove employee reprisal from correcting all employees in the event of a safety infraction. If your company owner walks into your work area without wearing appropriate personal protection equipment, you should be able to stop the work and correct the situation without fear. Management should hold employees accountable to maintain a safe work environment. Remember, a safety program does no good if it isn't being enforced.

Conduct a safety cost analysis. Statistics show the average cost of a work-related accident is about \$38,000 per incident. A good safety program can limit, reduce, or eliminate accidents in the workplace. Use a cost analysis to sell your safety program to others.

Selling the program to your employees is easy. Empower your employees to take an active role in your safety program. Allow for time, money, and management to reach company goals. Appoint employees to monitor the safety program and conduct training. The employee is given

a sense of credibility and importance to operations. Recognize and award participation.

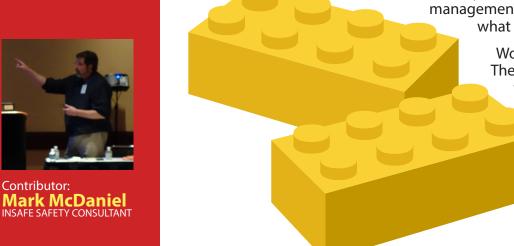
Review safety program elements as needed to meet and maintain **OSHA compliance.** Elements should be reviewed at least annually. Remember, work processes, practices, and OSHA standards can change. This review can be done through monthly or quarterly safety meetings, which is sometimes a preferred method.

Conduct a hazard assessment. Use administrative, engineering, and personal protection equipment as a means of control. Conduct self-audit inspections of all work areas on a monthly or quarterly basis. Capture and correct recognized hazards immediately.

Conduct and document employee training. Ensure all employees are competent and comfortable in what they're doing in the course of their workday. Obtain feedback and follow-up from management and employees. You must know what is working and what isn't.

> Work smart, not hard, and be safe. The safety culture will improve. This will reduce, limit, or eliminate injury and illness. Employee turnover will slow, morale will improve, and company profits will increase.

SAFETY FIRST
KEEP THIS AREA
SAFE AND CLEAN





SCAFFOLDING: The Need for Training

Wo occupational safety and health standards for scaffolding are among the Indiana Occupational Safety and Health Administration's (IOSHA) top ten most frequently cited. Scaffolding is known as one of the most commonly used and dangerous types of equipment in both construction and general industry. It's also one of the most commonly misused types of platforms for working Hoosiers.

Training

The best form of prevention for workplace incidents, injuries, and fatalities will always involve training. Training is the foundation on which all employers, managers, and employees should make decisions for the next move on a project or task. When it comes to scaffolding, training is essential for both users and erectors of the special platforms.



Benjamin Ross SAFETY CONSULTANT

Scaffold users must be trained by a competent, qualified person or group.

All scaffold users must be able to recognize hazards associated with the use of scaffolds. Additionally, all users must be trained on topics relevant to scaffold use hazards, including:

- 1. Electrical hazards
- 2. Fall hazards
- 3. Falling object hazards
- 4. Maximum intended loads
- 5. Improper use or action on top of scaffolding
- 6. Any other potentially hazardous conditions or factors

Similarly, scaffold erectors must also be trained by a competent, qualified person or group. They must be able to recognize hazards associated with the work in question. Additionally, all scaffold erectors must be trained in all relevant hazard prevention and safety, including:

- 1. Nature of scaffold hazards
- 2. Correct procedures for erecting, disassembling, moving, operating, repairing, inspecting, and maintaining the type of scaffold to be used
- 3. Manufacturer assembly requirements and recommendations
- 4. Maximum load and carrying capacity
- 5. Any other pertinent information the competent person has on-site specific rules or regulations



Inspections

A pre-work inspection by any employee who will be on or working near scaffolding is essential and can mean the difference between life and death. Employees should help identify any potential hazards, and inclusion of employees in the mitigation process helps instill a mindset of safety. As an industry, following the established guidelines and working diligently towards a safety mindset in all levels will bring a clear reduction in accidents where scaffolds are concerned.

Compliance Assistance

Compliance assistance is available by contacting the Indiana Department of Labor's workplace safety and health consultation division, INSafe. Employers interested in a free and confidential workplace safety and health consultation may initiate a request by completing and submitting the form online at www.in.gov/dol/insafeconsultation. To learn more about INSafe, visit www.in.gov/dol/insafe, email insafe@dol.in.gov or call (317) 232-2688.

IT HAPPENED HERE:

Porter County

August 21, 2015 | A scaffold was erected to repair a water line flange at a manufacturing facility. However, the scaffolding did not have guardrails and had been "red-tagged," deemed unusable by the in-place scaffold user program. Management agreed to wait until quardrails were added to the scaffold before employees were permitted to use the scaffold to repair the water line flange.

At approximately 2 p.m. on August 21st, employees saw an opportunity to repair the flange when the furnace was down for about two hours. The first millwright attempted to repair the valve with an impact driver, but needed to instead tighten the bolts manually. A second employee, a 61-year-old millwright, climbed onto the scaffold to assist with the repair. While assisting, the millwright fell from the scaffold which was approximately 10 feet, striking his head on the way down, and landing on the metal work floor. The employee was transported to a nearby hospital, where he was pronounced deceased.

What We Can Learn

To prevent similar incidents from occurring in the future, employers and employees should

- Conduct a comprehensive hazard task analysis at the beginning of each job or task. Identify potential safety and health hazards and eliminate the hazard. When hazard elimination is not possible, take the appropriate measures and implement safeguards to protect employees from these hazards.
- Ensure employees have received and understand the appropriate safety training so they may recognize hazards associated with each job, task, equipment, machinery, and tools.
- Perform regular inspections of all equipment (e.g. scaffolds) and machinery prior to each use to ensure it is in good working order. Do not use equipment or machinery if it is damaged or is in need of repair or replacement.
- Increase signage and notification of out-of-order equipment or "red-tagged" locations at a worksite.
- Encourage employees to participate in workplace safety and health activities and to speak up about concerns, potential hazards, work practices, and make safety suggestions.

A Proactive Approach to Prevention

The Indiana Department of Labor's occupational safety and health initiatives stacked up during the spring months. From the all-state Indiana Safety and Health Conference event to the local focus of preventing falls, the IDOL team participated in ongoing programs, state and national campaigns, and local initiatives to help citizens protect themselves and each other.

Indiana Safety and Health Conference and Expo March 21 – 23

Every year, the Indiana Department of Labor (IDOL) partners with the Indiana Chamber of Commerce and the Central Indiana Chapter of the American Society of Safety Engineers to organize and sponsor the Indiana Safety and Health Conference and Expo. The event is hosted at the Indiana Convention Center in downtown Indianapolis. IDOL employees not only participated in the seminars and training events of the 2016 conference, but many of the IDOL team members led sessions, which included occupational safety and health culture, technical procedures, statistical data, demonstrations, and more. INSafe, the IDOL's occupational safety and health consultation division, sponsored the safety fundamentals track, which also included speakers from participating Voluntary Protection Program (VPP) and Indiana Safety and Health Achievement Recognition Program (INSHARP) members.

The conference is also when the Governor's Workplace Safety Awards are announced and awarded to their recipients during the Governor's Luncheon. Save the date for the 2017 conference – February 28 through March 2!

Learn more at www.insafetyconf.com.





National Workzone Safety Awareness Week April 11 – 15

Spring is typically the beginning of road construction season, which multiplies the numbers of workers on roads. Every year, an effort is made by each state for **National Work Zone Awareness Week**. In Indiana, representatives from various state agencies, including Indiana State Police, Indiana Department of Transportation, Indiana Department of Labor, and many others, came together to heighten awareness of construction work zone safety.

Among other agency leaders, Commissioner of Labor Rick J. Ruble urged Hoosier motorists to slow down and pay attention in construction work zones.

Learn more at www.in.gov/indot/2356.htm.

Drive Now TXT L8R Social Media Contest *April 1 – 30*

The annual **Indiana Drive Now TXT L8R Social Media Contest** is an outreach and educational campaign that asks Indiana high school and college students across the state to spread the message to "Drive Now, TXT L8R" with photo and video posts. Students use the hashtag, #TXTL8RIN. A committee consisting of the Indiana State Police, the Indiana Bureau of Motor Vehicles, the Indiana Department of Transportation, the Indiana Department of Labor, and the Indiana Criminal Justice Institute spearheads this annual campaign to reach as many young Hoosiers as possible with the common goal of eliminating texting while driving.

Be sure to read the Fall edition of *INdiana Labor Insider* to see details and photos from the Drive Now TXT L8R Award Ceremony.

Learn more at www.txtl8r.in.gov.







National Safety Stand-Down to Prevent Falls

May 2 – 6

With falls being the leading cause of worker fatality in the construction industry, the federal Occupational Safety and Health Administration (OSHA) launched a nation-wide campaign to prevent falls, the **National Safety Stand-Down to Prevent Falls in Construction**. Federal OSHA works with the states to organize training and awareness events, as well as provide materials for organizations to develop their own programs to prevent these fatalities.

INSafe offered three training events – in Elkhart, Greenwood, and Vincennes – to provide classroom-style education, literature, and personal communication to assist with enhancing and building fall prevention programs for Indiana companies and individuals.

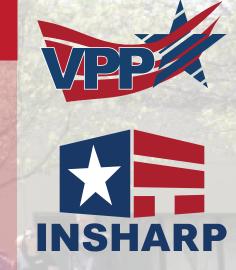
Learn more at www.in.gov/dol/2876.htm.

VPP and INSHARP Best Practice Meetings *May 4, 5, and 19*

Many Hoosier businesses and organizations participate in the federally recognized cooperative occupational safety and health programs that are the Voluntary Protection Program (VPP) and the Indiana Safety and Health Achievement Recognition Program (INSHARP).

Each year, representatives from the sites (employers, safety directors, safety committee members, and others) come together for large group conversations and networking. With IDOL staff, attendees share best practices, discuss special safety and health topics, and assist sites working towards certification. Meetings this year served more than 100 representatives and were held at IP Molding in Middlebury, IN, Kimball Education Center in Jasper, IN, and Cummins Seymour Engine Plant in Seymour, IN.

Learn more about VPP at <u>www.in.gov/dol/vpp</u>, and learn more about INSHARP at <u>www.in.gov/dol/insharp</u>.



A PROACTIVE APPROACH TO PREVENTION 15

Frequently Asked Questions Improved Tracking of Workplace Injuries and Ilnesses

Q: What is the final rule that OSHA has issued?

A: The new provision from the Occupational Safety and Health Administration (OSHA) requires certain employers to electronically submit their injury and illness data. OSHA will then make the data available electronically to workers, job seekers, customers, researchers, and the general public.

Q: Why is OSHA issuing this rule?

A: Based on behavioral economic principles, OSHA has stated that this new provision will likely push employers to step-up safety enforcement, being that the injury data be publically available. This greater focus on safety will protect the lives of workers, improve employers' bottom line, and deter retaliation toward workers that report injuries or illnesses. OSHA will also be able to use its enforcement and compliance assistance resources more efficiently.

O: When is this rule effective?

A: The new rule is effective January 1, 2017. However, beginning August 10, 2016 employers will be required to inform employees of their right to report work-related injuries and illnesses free from retaliation. Additionally, employers must clarify the existing implicit requirement of a retaliation-free occupational injury reporting procedure.

Q: What is the compliance schedule?

A: The new reporting requirements will be phased over a period of two years. Establishments with 20 to 249 employees in certain high-risk industries must submit information only from their 2016 Form 300A by July 1, 2017, and the 2017 Form 300A by July 1, 2018. Establishments with 250 or more employees must submit information from all 2017 forms (300A, 300, 301) by July 1, 2018. For all of these establishments, beginning in 2019 and every year thereafter, the information must be submitted by March 2.

Q: How do OSHA State Plan states have to follow this final rule?

A: OSHA State Plan states must adopt requirements that are substantially identical to the requirements in this final rule within six months after publication of this final rule.

Q: Where can I find more information or get clarification?

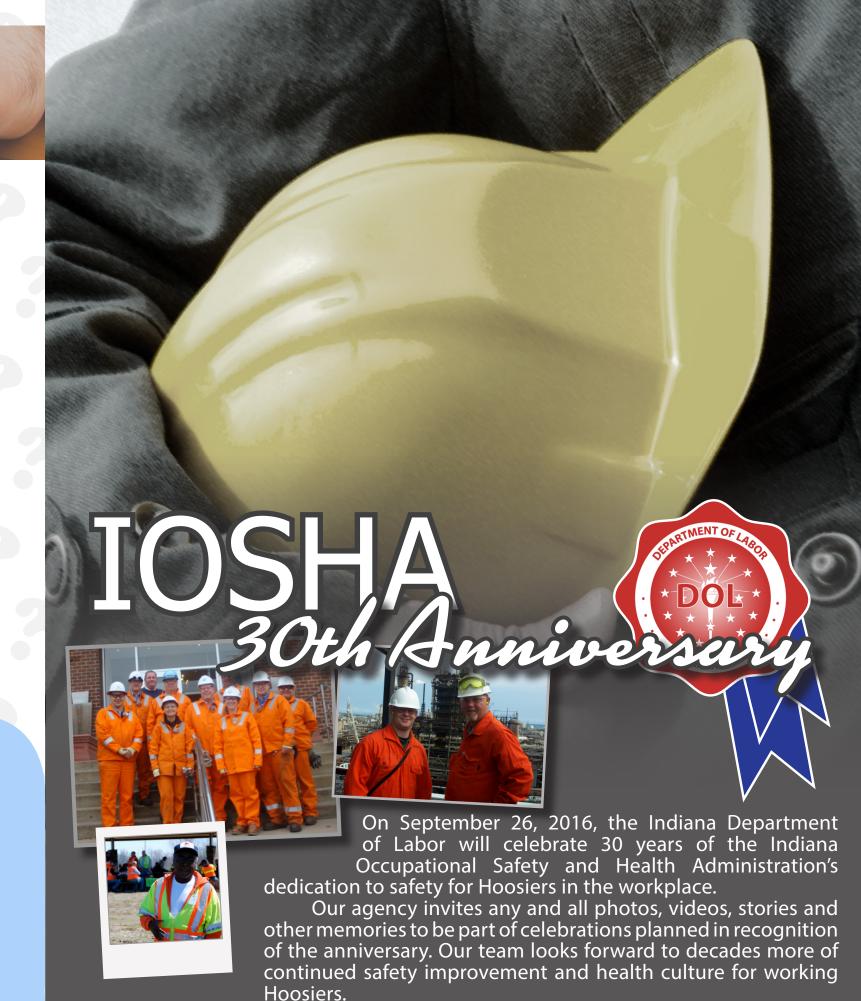
A: Employers may contact INSafe, the consultation division of the Indiana Department of Labor (IDOL) with questions or concerns about workplace safety and health. INSafe can be reached by phone at (317) 232-2688 or by email at insafe@dol.in.gov. OSHA's extensive information on updated industry codes and tracking information can be found at www.osha.gov/recordkeeping/index.html.

Safety Training and Seminars for 2016

Course	Date(s)	Location	Sponsor
OSHA 10-Hr General Industry	July 20-21	Safety Training and Consulting, Inc.	Safety Training and Consulting, Inc.
OSHA 10-Hr General Industry	July 21-22	SES Environmental	SES Environmental
OSHA 10-Hr General Industry	August 1-2	Indiana Manufacturers Association	Safety Management Group

Additional training and seminar opportunities are listed on the Indiana Department of Labor's website, complete with upcoming dates, times, locations, and registration information.

Please visit www.in.gov/dol/2383.htm for full details and additional events.



To contribute your photos, videos, and stories, email media@dol.in.gov.



The *INdiana Labor Insider* is a free, electronic newsletter of the Indiana Department of Labor's onsite workplace safety and health consultation division, INSafe.

Learn more about INSafe online at www.in.gov/dol/insafe.htm or email INSafe with questions, suggestions or comments at insafe@dol.in.gov.

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