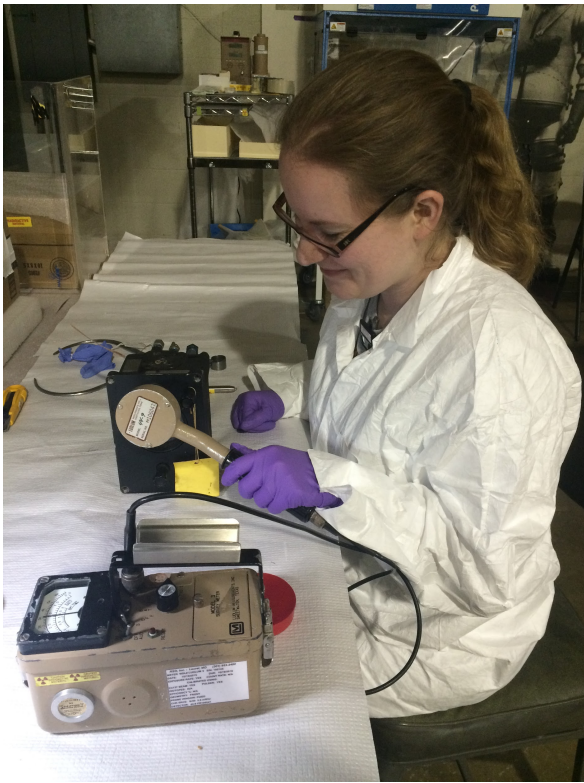


Health and Safety Matters:

Helping Emerging Museum Professionals (EMPs)
Help Themselves

Emily England, Joy Erdman, and Melissa Miller

Our Stories



Seeing a Pattern

“I was working with a textile collection and while we could never confirm it, one of the dresses may have had Paris Green dye in it, and was regularly handled with and without gloves.”



IMAGE CHRIS GOULET AT ENGLISH WIKIPEDIA / Catharine Breyer Van Bomel Foundation Fund, 1980/ WIKIMEDIA COMMONS

Seeing a Pattern

“In a small museum in [redacted], interns would catalog objects from a local medical collection without gloves and there was no training on biohazards related to medical equipment.”



The Legacy Center: Archives and Special Collections of Drexel College of Medicine,
<https://www.atlasobscura.com/events/dissecting-history-at-the-legacy-center>

Digging Deeper



- Available resources
- What are the limiting factors?
- Is this a universal experience for EMPs?
- Academic Program Review
- Survey of Current EMPs' experiences

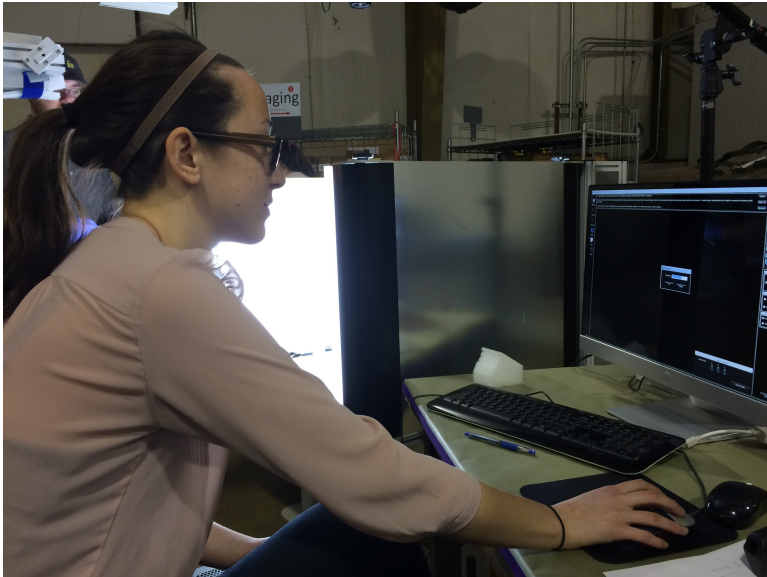


Review of Existing Academic Programs

- 189 museum studies academic programs based at 144 United States institutions
 - Excluded Museum Education, Conservation, and Historic Preservation programs
 - 58 graduate and 59 certificate programs
 - 24 bachelor's and 40 minor programs
 - 4 associate's, 1 PhD, 3 non-degree
- How many mention “hazardous materials” or other “health and safety” issues in collections in their publicly available course descriptions?
 - Only 6 programs across 5 institutions clearly identified health and safety issues in collections as part of curricula
 - 29 universities had offerings that seemed likely to touch on health and safety issues in collections
 - Still leaves 76% of institutions offering museum studies programs without any clear attention paid to issue

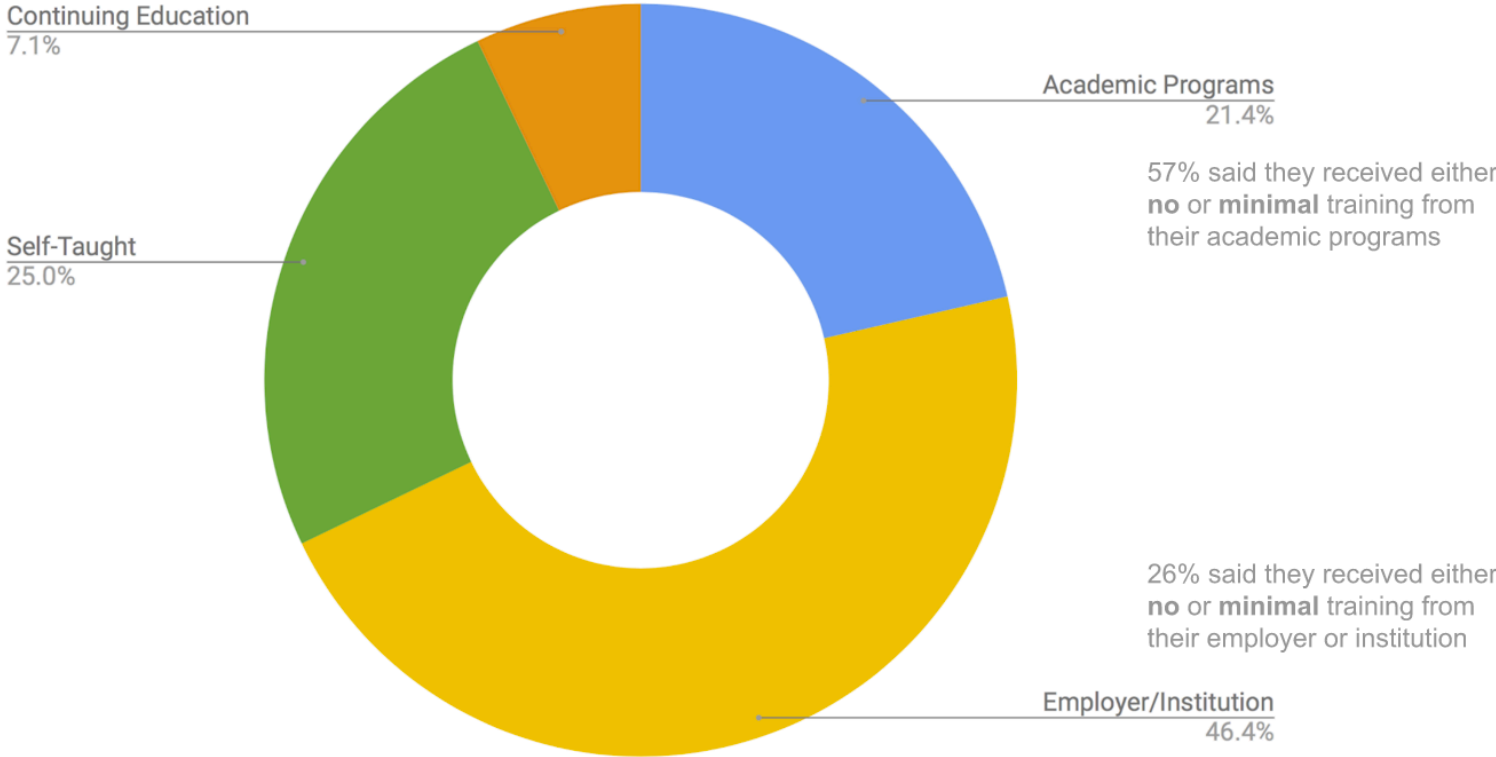


Survey of Current EMPs in Collections

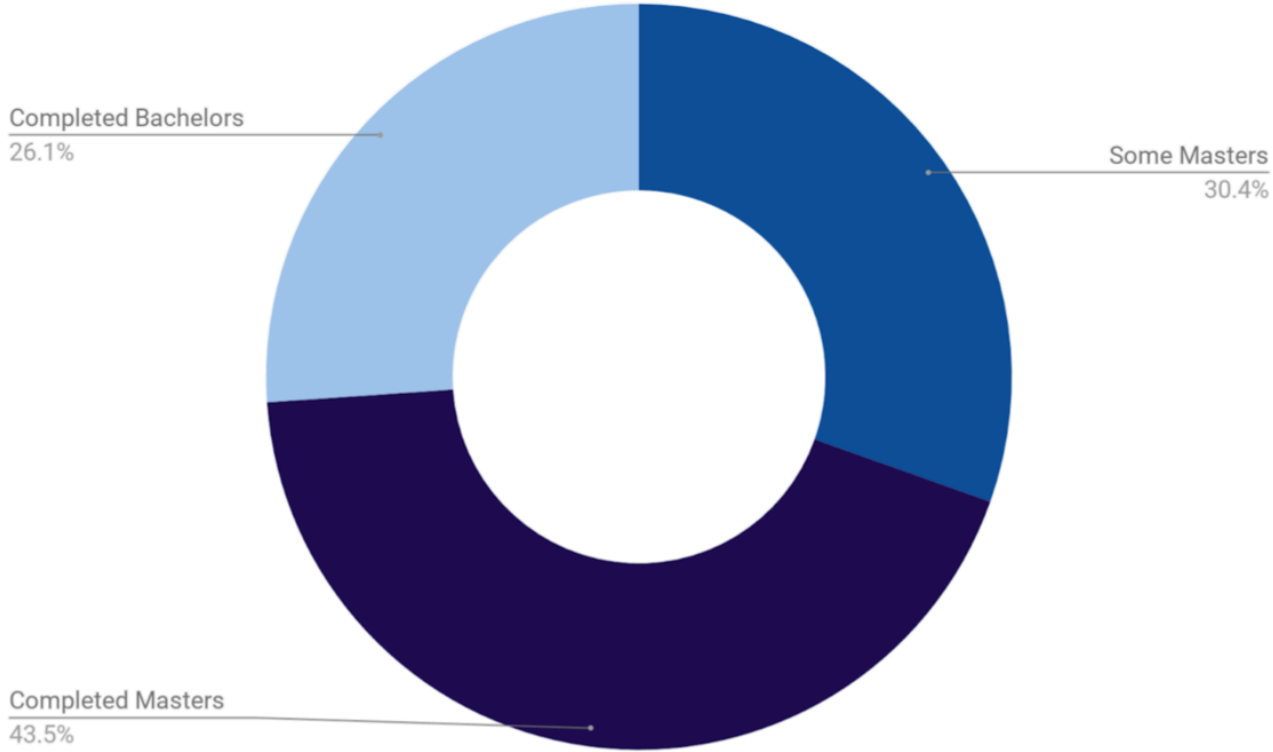


- Where and what are EMPs learning about Health and Safety?
- EMPs = 1-10 years of experience
- Web-distributed survey
- EMPs working in collections in the US
 - Results predominantly from the Midwest and Mid-Atlantic regions
- Preliminary Total = 23 Respondents

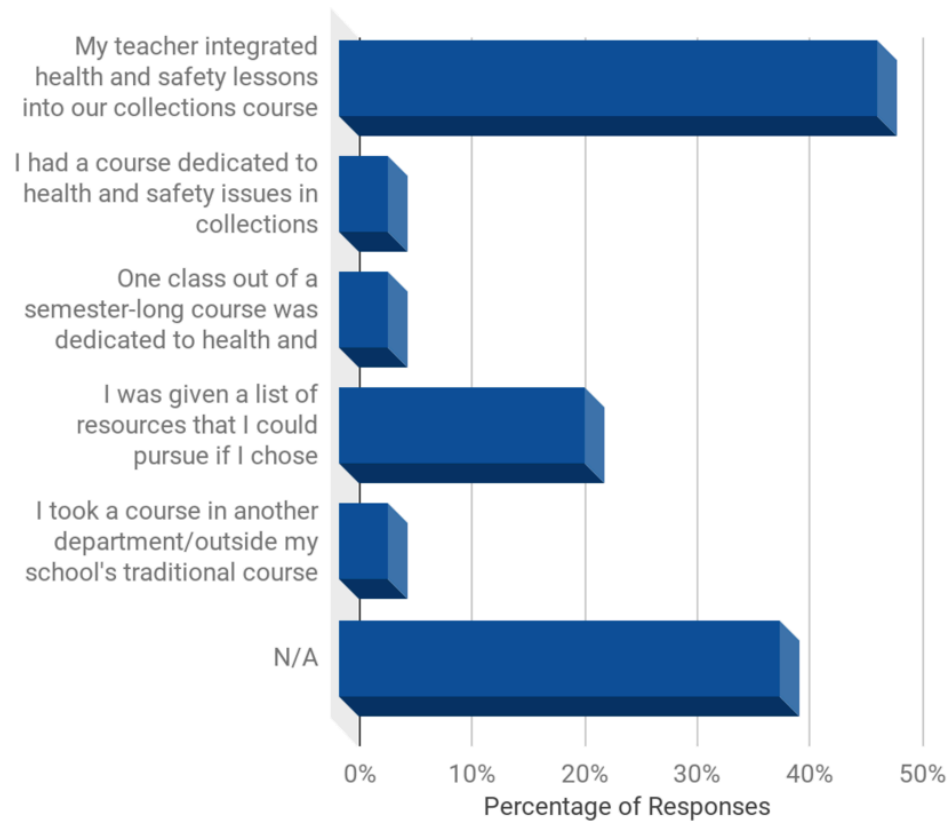
Where are EMPs Learning the Most About Health & Safety?



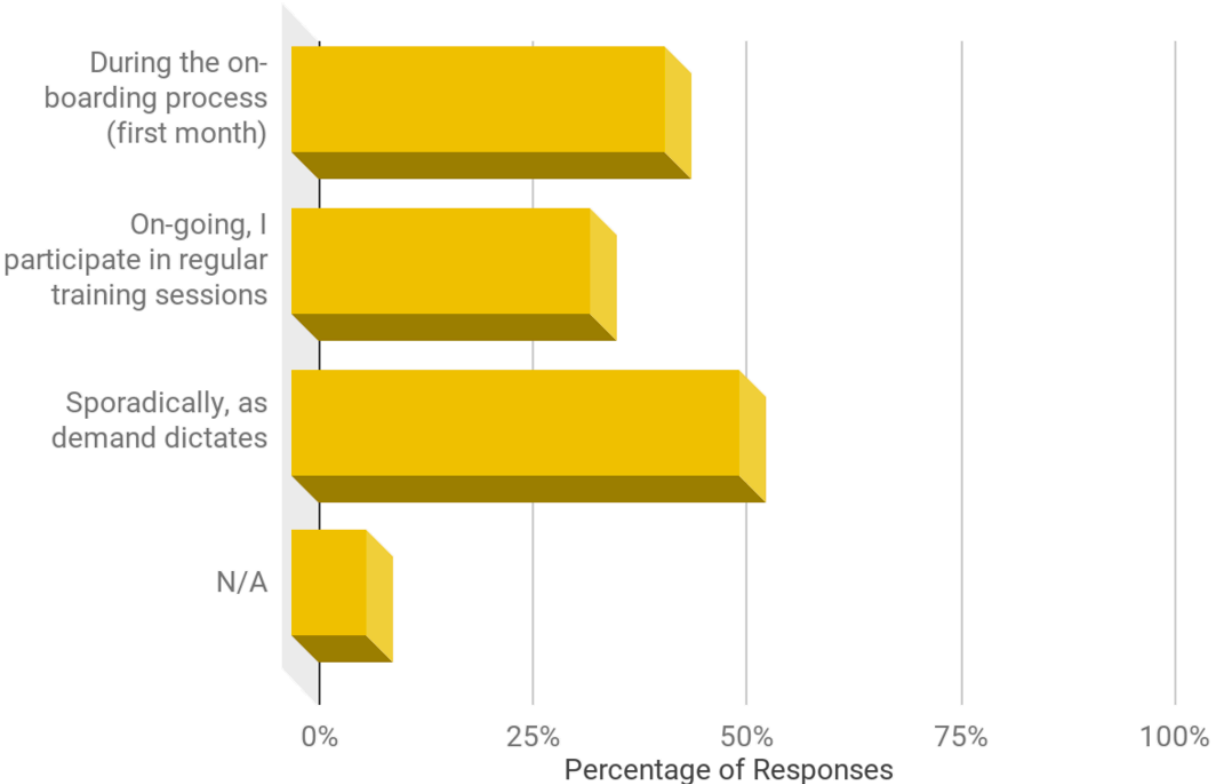
What Academic Qualifications do EMPs Possess?



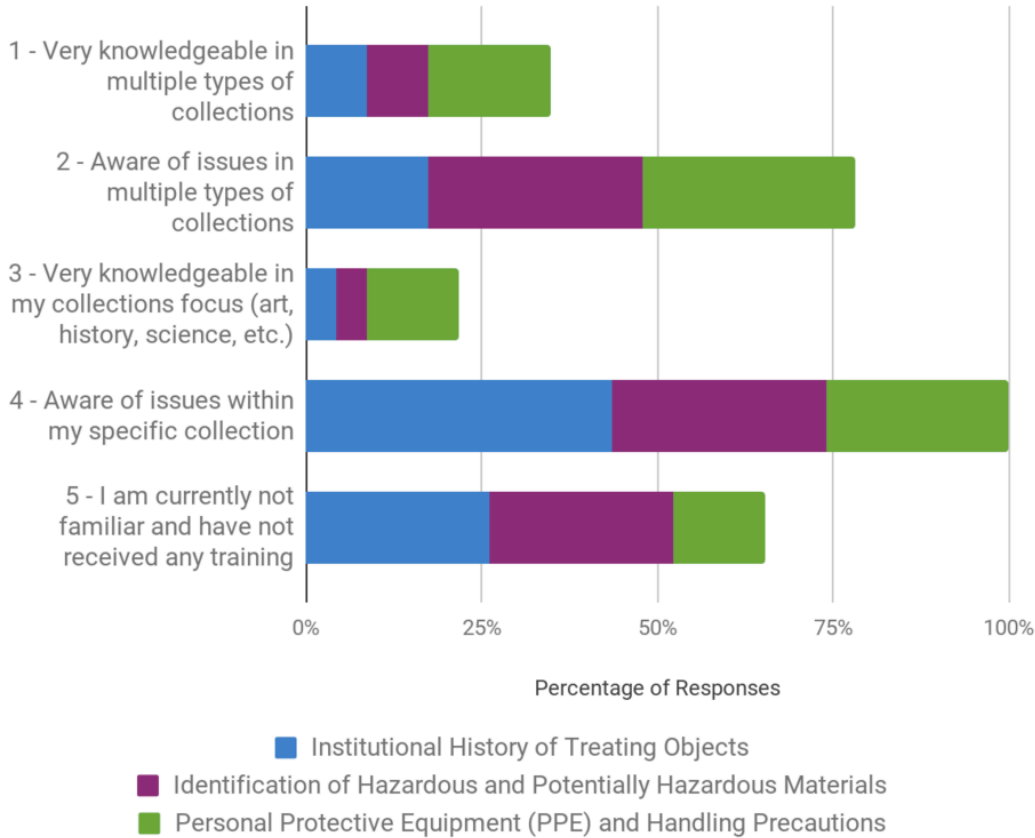
If you received training during your academic coursework, how was the training provided?



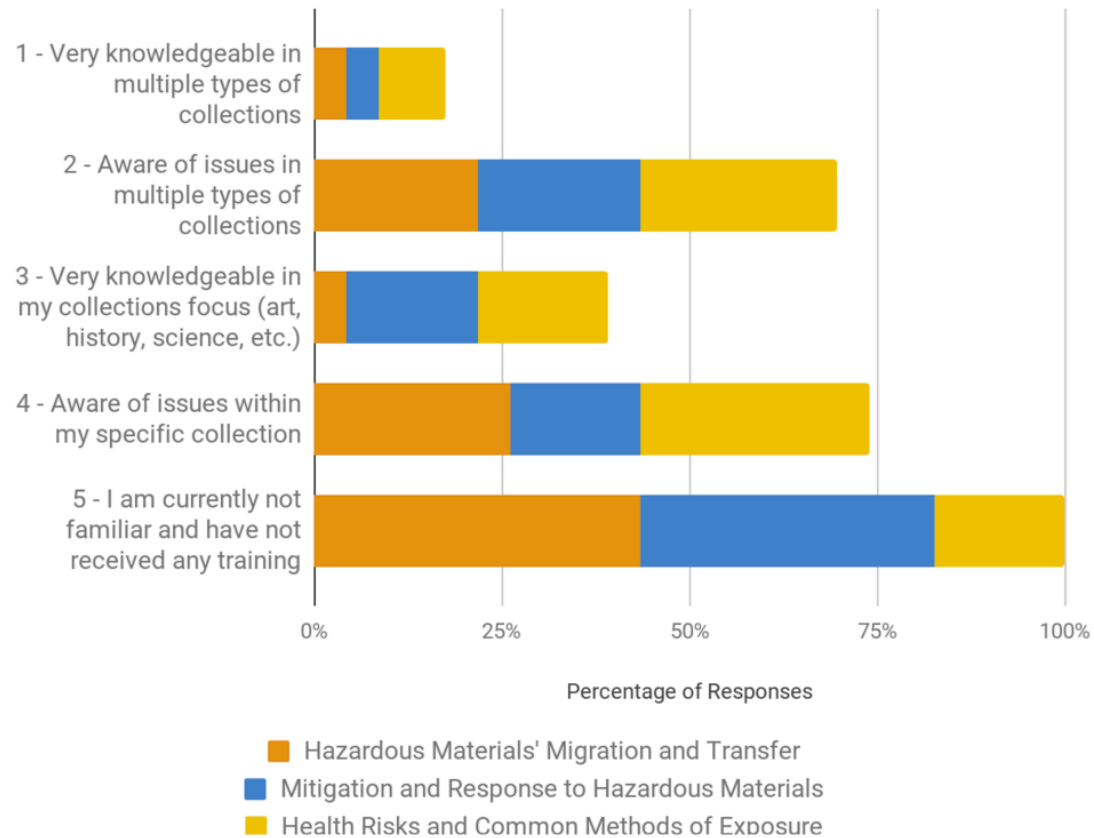
If you received training on the job, at what point was it provided?



What are EMPs Learning about Health and Safety?



What are EMPs Learning about Health and Safety?



How much of a priority is health and safety for EMPs?

- It is something I think about often and work to personally improve
- I participate in trainings and work to improve when needed for a specific project
- It is something I advocate for at my organization regularly
- It is not a regular part of my work/I do not have the resources or time to dedicate to it



Additional Challenges as a Contractor

1. How many of you are contractors?
2. How many of you are interns?
3. How many of you use contractors or interns in your work?
4. Are Interns classified as:
 - A. Employees**
 - B. Independent Contractors**
 - C. Volunteers**

Are Interns classified as:

A. Employees? B. Independent contractors? C. Volunteers?

- Most interns are classified as employees.
- Unpaid interns are classified as volunteers
- Most paid interns aren't independent contractors because they work on-site at your business, and your company has a significant level of control over the intern's tasks and day-to-day schedule.

Most interns are classified as employees.
Why is this important?

- Employees get workplace safety and health protections
- Contractors are hired to complete a project and are not entitled to “employee benefits”.

ANSWER:
Paid Interns are Employees - A
Unpaid Interns are Volunteers – C

Ref: <https://www.fundera.com/blog/full-time-interns-are-they-employees-or-contractors>

Contractor Safety & Health Best Practices:

Inclusion of contractors and subcontractors in an occupational safety and health (OSH) management system

- The Owners/Hosts (Museum) & General Contractors accept responsibility for safety for all employees working at sites under their control
- Hazard Identification and tracking to correction includes those created by their contractors
- Strong programs for employee involvement will often include contractor employees (e.g., Hazard Awareness training, etc.)
- High level of employee awareness and open communication of site OSH policies, hazards, tasks etc.
- If the Museum is an OSHA VPP (Voluntary Protection Program VPP) star site, it has demonstrated that contractors also work safely. Museum of Art in Philadelphia has achieved the VPP Star.

What should you look for in a request for proposal (RFP)?

(Assume work to be done on-site.)



QUESTIONS TO ASK: Is it clear what I am expected to do?
Does it appear that I can do it safely?

You need to know enough safety and health to identify potential hazards and protect yourself.
Things to look for in the RFP:

- Detailed scope of work (but not how to execute it)
- If numerous hazards present, there may be a requirement to submit a brief safety plan for the planned work that includes a listing of safety equipment and personal protective equipment.
- Name and qualifications of the safety manager
- Requirement to submit descriptions of past work that was similar in scope to planned work
- List of recognized hazards in the proposed work location, including hazards with the museum objects
- If you'll be using their hazardous chemicals on-site, provision that they will provide safety data sheets (SDS).
- Facility requirements for permits before performing work (e.g., if you will be climbing above 6 feet, you will be entering a confined space, etc.)
- Facility emergency procedures for reporting emergencies by contractor and required responses by contractor to emergency alarms
- Required site-specific training and briefings (that the host will require) before work begins
- Required submission of safety training certificates for first aid/CPR, hazard communication, etc. (as appropriate)
- If numerous hazards present, they could ask for your company's OSHA injury and illness logs for previous 3 years, Workers Compensation insurance modifier, and any OSHA citations issued within the past 3 years.

OSHA - Multiple Employer Worksites

Some Questions:

- How many contractors typically work on the site?
- Who is liable if someone is hurt?
- Who is cited if a standard is violated?

Ref: OSHA CPL 2-0.124 (Appendix A of manual)

1. What category is the employer?

- **Creating**
- **Exposing**
- **Correcting**
- **Controlling**
- **(Multiple roles possible)**

2. Did the employer meet obligations for that category? (Standard of Reasonable Care)

OSHA Voluntary Protection Program (VPP) for Star Recognition

- Contract workers must be provided with OSH protection equal in quality to that provided to employees.
- All contractors, whether regularly involved in routine site operations or engaged in temporary projects such as construction or repair, must follow the OSH rules of the host site.
- VPP participants must have in place a documented oversight and management system covering applicable contractors. Such a system must:
 - Ensure that OSH considerations are addressed during the process of selecting contractors and when contractors are onsite.
 - Encourage contractors to develop and operate effective OSH management systems
 - Include provisions for timely identification, correction, and tracking of uncontrolled hazards in contractor work areas
 - Include a provision for removing a contractor or contractor's employees from the site for OSH violations
 - Injury and Illness Data Requirements – Require contractors to maintain a 300 log on site and report their injuries, illnesses and near misses
 - Nested contractors (such as contracted maintenance workers) and temporary employees who are supervised by host site management are governed by the site's safety and health management system and are therefore included in the host site's rates
- Site management must maintain copies of the workplace injury and illness rate data for all applicable contractors based on hours worked at the site.
- Sites must report all applicable contractors' workplace injury and illness rate data to OSHA annually.

Best Practices Guide for Contractor Safety and Occupational Health Program Performance

- Objective to connect the OSH community with the contracting community and legal community.
- The guide forms a foundation for improving contractor performance and leading to increased productivity and fewer mishaps.
- Easy-To-Use – 3 ways to access:
<http://www.dtic.mil/dtic/tr/fulltext/u2/1004956.pdf>
<http://www.dtic.mil/docs/citations/AD1004956>
<http://www.dtic.mil/get-tr-doc/pdf?AD=AD1004956>

Includes 7 Chapters and 15 Appendices

- Contractor Safety Management Process Overview
- Responsibilities
- Contractor Selection
- Contract Preparation
- Post Award Safety Orientation and Conferences
- Contract Safety Administration
- Post Contract Evaluation of Safety Performance

Appendices, including:

- Case Studies (PBS Front Line Contractor Cell Tower Deaths)
- Frequently Asked Questions
- Recommendations for OSH Specifications and Surveillance Plans

Advice from Legal on Occupational Safety and Health (OSH) professional's role in contracts:

OSH professionals should:

1. Focus on the contractor's ability to find and correct their own deficient conditions.
3. Help hold contractor accountable to No. 1.
5. Pulse contractor work areas to determine effectiveness.
7. Communicate and coordinate with prime contractor regarding subcontractors.
5. Influence source selection conducted by the acquisition community.

What is good contractor oversight?

Good contractor oversight will normally coincide with a good injury and illness prevention program:

- Senior (top level) management that support it
- Strong contract language requiring occupational safety and health (OSH) performance
- Established prequalification standards for OSH requirements
- Required minimum jobsite OSH training and orientation
- Formal OSH inspection program for contractor site operations
- Punitive actions for noncompliance with OSH requirements

Questions

