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Special Report for HR Professionals

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OFCCP POSTS ANOTHER YEAR OF RECORD RECOVERIES

INSIDE THIS ISSUE

- 1 OFCCP Posts Another Year of Record Recoveries
- 1 New Safety Posters for Your Work Locations
- 2 Recordkeeping Requirements Vary by State
- 3 *What Color is Your Paradigm?*
- 4 Subscriptions...

The Office of Federal Contract Compliance Programs (OFCCP) has released its report for Fiscal Year (FY) 2007 financial remedies it obtained on behalf of employees and job applicants. FY 2007 ended September 30, 2007.

During that period the agency collected \$51,680,950 for 22,251 workers. In the same period it conducted 4,923 compliance evaluations, a 24% increase over the previous fiscal year. In its report (www.dol.gov/esa/ofccp/enforc07.pdf) the agency says **98% of the funds collected came from cases of systemic discrimination.**

There should be no question about where the agency is spending its collective energies on the enforcement front. Systemic discrimination is being found more and more in compensation programs under the agency's focus on questions of equal treatment for minorities vs. non-

Please see *EEOC* on page 2

NEW SAFETY POSTERS FOR YOUR WORK LOCATIONS

It's vacation time. August brings with it warm weather, lazy days, and vacations with friends and family. In the midst of such relaxation we sometimes forget that accidents take no time off.

Employee safety is more than a compliance issue. It is something that we talk about in statistical terms like "Lost Hours of Work," "Accidents per 1,000 Work Hours," or "Workers' Compensation Cost Per Case." Buried deep within those metrics is one that puts all the others aside...if an accident happens to you, the rate of occurrence goes up to 100%.

This is a good time of year to stress the importance of workplace safety, and to remind employees that they should be extra alert to safety issues while on vacation. Let down the guard for just a moment and tragedy can strike.

Please see *Safety Posters* Page 3

Employee safety is more than a compliance issue.

RECORDKEEPING REQUIREMENTS VARY BY STATE

Last week we told you about the recordkeeping requirements for affirmative action employers with federal contracts. It is only fair to explain that some states have recordkeeping requirements that differ and whichever period is longer is the one you should follow.

How do you know? Your HR consultant should be able to help, but certainly your labor attorney will be able to tell you the requirements for each of the states in which you have employees.

Here are the states that have specific recordkeeping requirements for employee and employment information:

Alaska, Arizona, Arkansas, California, Colorado, Delaware, District of Columbia, Florida, Georgia, Hawaii, Illinois, Indiana, Iowa, Kansas, Kentucky, Louisiana, Maine, Maryland, Massachusetts, Minnesota, Missouri, Montana, Nebraska, New York, North Dakota, Oklahoma, Pennsylvania, South Dakota, Tennessee, Texas, and West Virginia.

If you live in a state that is not on the list, be sure you check with your legal advisors anyway because these things have a way of changing quickly. Every once in a while, a City or County will rush into this area of law and establish requirements for employee management. Be sure you don't have some local requirement where you work. As long as you retain records for the period that is longest under federal, state or local law, you will be meeting all the requirements in your work location.

EEOC from page 1

minorities and women vs. men. There remain some deep disagreements between enforcement officials and contractors about the methods being used to detect and "prove" compensation discrimination.

According to the Department of Labor's Employment Standards Administration budget filings, OFCCP as part of that arm of the Department actually spent \$80 million during FY 2007. It has been allocated \$81 million for the current 2008 fiscal year and has requested a budget allocation of \$89 million in FY 2009.

That same budget allocation request proclaims that "OFCCP programs cover close to 100,000 work-sites with a total workforce of 12 million persons." "In 2009, approximately 2,500,000 individuals will be covered through 7,700 compliance evaluations, 175 complaint investigations, and 2,400 other compliance actions." OFCCP is also planning to conduct "600 compliance assistance events in FY 2009."

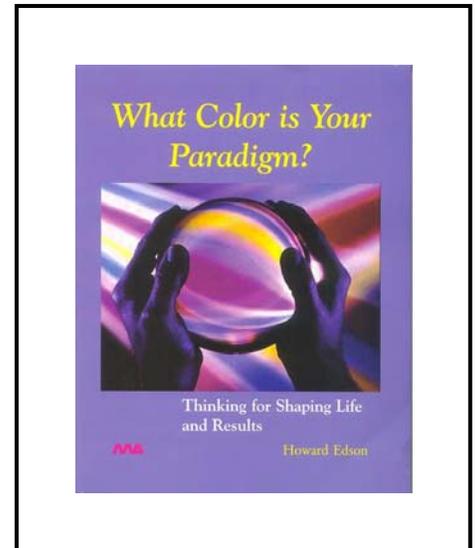
Be sure to retain records for the longest period required by federal, state or local laws and regulations

In FY 2009, OFCCP plan to conduct 7,700 audits of federal contractor establishments, 56% more than in FY 2007.

What Color is Your Paradigm?

What Color is Your Paradigm? is a guide to the practical application of the mechanics of consciousness. It illuminates the central role that our paradigm (personal history, survival and coping frames, attitudes, beliefs, feelings) plays in determining our experience, and offers multiple approaches to realizing breakthroughs in thinking that have led thousands of corporate workshop participants to achieve results (by their own definition).

<http://www.management-advantage.com/products/Paradigm.htm>



Safety Posters from page 2

The Occupational Safety and Health Administration (OSHA) has specified that certain information must be made available to employees in the form of posters at each work location.

But, simple compliance leaves a gap in the information required for people to understand all they must about workplace safety issues. That's why we are now introducing a new line of safety posters that go beyond simple compliance requirements. These new posters can help you keep safety up front in the thinking of your employees. And, they can reinforce the training you do to assure people won't be hurt on the job.

♦ **Safety Information** - Designed for construction job sites, this 27" X 40" laminated poster contains "Employees' Rights and Protections under OSHA Regulations," "Proper Footwear," "Hard Hat Protection," "No Smoking," "Report all accidents and injuries to your supervisor immediately," "Controlled Access Zone," "A Clean Place is a Safe Place," "Emergency Numbers," and "Notice Safety Specs and MSDS Sheets available on site." www.hrwebstore.com/products/posters/safety-safetyinformation.htm

♦ **Lockout / Tagout** - Designed for any work site where electrical equipment is located. OSHA has some specific requirements for protecting against injury when employees work on electrically powered equipment. This 19" X 25" laminated sheet contains all the reference materials your employees will need to remind them of those procedures. www.hrwebstore.com/products/posters/safety-lockouttagout.htm



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*Occupational Safety and
Health Administration*

<http://www.osha.gov/>

Please see *Safety Posters* on Page 4

Safety Posters from page 3

Excavation & Trenching Safety - A 19" X 25" laminated poster to remind everyone about proper procedures when digging and working in trenches. www.hrwebstore.com/products/posters/safety-excavation-trenching.htm

Scaffolding Safety - When using scaffolding there are specific procedures to be followed in order to prevent injury. This 19" X 25" laminated poster explains it all. www.hrwebstore.com/products/posters/safety-scaffolding.htm

"Are You Ready for a Tornado?" - If you live in a part of the country frequented by tornados, this is a must have in your workplace. 19" X 25" laminated sheet. www.hrwebstore.com/products/posters/safety-tornado.htm

"Are you Ready for a Hurricane?" - A terrifying natural occurrence in many parts of the country. Get ready with this 19" X 25" laminated poster. www.hrwebstore.com/products/posters/safety-hurricane.htm

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