

OSHA Compliance Review



WHEA Webinar
May 14, 2015

By: Kelly Bubolz, Compliance Assistance Specialist

Bios & Contacts



Kelly Bubolz– Appleton Area OSHA Office
Compliance Assistance Specialist (CAS)

1648 Tri-Park Way

Appleton, Wisconsin 54230

bubolz.kelly@dol.gov

920-734-4521

- ❧ Compliance Officer for 10 Years
- ❧ CAS for 5 Years
- ❧ All in Appleton Area Office

Robert Bonack

The NEW Appleton
OSHA Area
Director



New Area Office Team Leaders

Charles Shelton



Dave Schott



Overview



- ❧ Most frequently cited standards of 2014
- ❧ 2015 OSHA Emphasis Programs
- ❧ New OSHA Requirements
- ❧ 2015 OSHA Regulatory Agenda
- ❧ What to do during an OSHA Inspection
- ❧ Available Assistance
- ❧ Questions





Top Ten Violations

Top Ten Violations

Most frequently cited
OSHA regulations
during FY 2014
inspections

1. Fall Protection
2. Hazard Communication
3. Scaffolding
4. Respiratory Protection
5. Lockout/Tagout
6. Powered Industrial Trucks
7. Electrical - Wiring Methods
8. Ladders
9. Machine Guarding
10. Electrical - General Requirements

Fall Protection for Aerial Lifts

-  Aerial lift hazards,
-  Understand OSHA equipment requirements
-  Know how to inspect equipment
-  Take necessary precautions when working in or near an aerial lift to prevent accidents and injuries

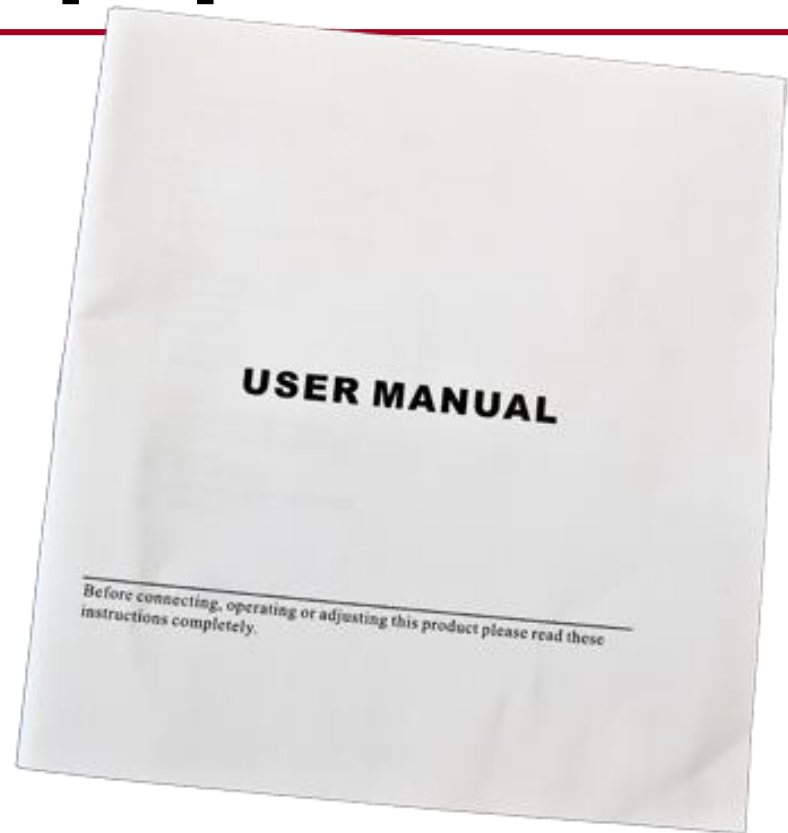
Aerial Lift Hazards

- Falling out of the lift
- Tipping vehicle over
- Power lines
- Falling objects



Know Your Equipment

- Warnings, cautions, and restrictions
- Manufacturer's information
- Operating and maintenance manual



Maintenance

- Equipment must be inspected, maintained, and repaired according to manufacturer's instructions
- Unsafe equipment must be removed from service
- All repairs must be made by qualified personnel



OSHA Requirements:

True or False?



The primary hazard of aerial lifts is eye injuries.



The rated load capacity must be displayed on the equipment.



Interlock devices are used to protect operators from electrocution.



Lower controls must be able to override upper controls.

OSHA Requirements

Do you understand:

- Aerial lift hazards?
- OSHA design and construction requirements?
- Load capacities?
- Maintenance requirements?
- Protections against contact with power lines?



Trained and Authorized Operators

- Only operate aerial lifts if trained and authorized
- Understand operating instructions and safety rules
- Receive hands-on training from a qualified person
- Know how to inspect equipment and work area
- Demonstrate how to safely operate equipment

Fall Protection

- Wear a full-body harness
- Use a lanyard attached to boom or lift
- Inspect fall protection equipment before use
- Never belt off to adjacent pole, structure, or equipment
- Use belt for restraint only



Equipment Inspections

- Look for:
 - Cracked welds
 - Hydraulic leaks
 - Damaged control cables
 - Loose wire connections
 - Tire damage
- Check electrically insulated items
- Perform a control check and lift test
- Correct unsafe items before using lift

Before Elevating The Lift

- Conduct inspection
- Put on fall protection
- Ensure load is within rated capacity
- Make sure vehicle is on a solid surface
- Designate employee to watch

Working in the Lift

- Always stand firmly on the lift floor
- Don't sit or climb on the edge of the lift
- Never use a ladder
- Never use a plank between the lift and another structure or work surface
- Always keep fall protection lanyard attached








Safe Work Practices

Do you understand:

- Fall protection requirements?
- Inspection procedures?
- Safe work practices for employees in the lift and on the ground?
- Safe driving rules for vehicles equipped with aerial lifts?



KEY POINTS To Remember!

-  Aerial lifts are useful but can also be hazardous.
-  Only operate an aerial lift if trained and authorized.
-  Inspect equipment and the work area before each use.
-  Understand and follow safe work practices, including wearing fall protection.
-  Be especially careful around power lines.

Ladders



- ❧ Importance of Ladder Safety
- ❧ An Approved Ladder
- ❧ Purchasing a Ladder
- ❧ Types of Ladders
 - ❧ Stepladders
 - ❧ Extension Ladders
- ❧ Controlling Hazards
 - ❧ Inspecting the Ladder
 - ❧ Set Up
 - ❧ Use

Importance of Ladder Safety

- ❧ Any fall can be serious, and a fall from the height of even a low ladder can mean a painful and incapacitating injury.
- ❧ The U.S. Consumer Product Safety Commission estimates that in one year, 65,000 individuals receive emergency room treatment because of ladder accidents. (CDC)

An Approved Ladder

- ❧ An approved ladder usually consists of two side rails joined by regularly spaced crosspieces called steps, rungs, or cleats, allowing for up and down movement.
- ❧ Most ladders will be labeled with their duty rating.



An Approved Ladder continued...

- ❧ Most ladders sold for household use are Type III light-duty ladders.
 - ❧ 3-6 feet long.
 - ❧ These are rated for a maximum load of 200 pounds (user plus materials).
- ❧ If the ladder needs to carry more weight than this, select a Type II medium-duty ladder.
 - ❧ 3-12 feet long.
 - ❧ 225 pounds
- ❧ Type I heavy-duty ladder
 - ❧ 3-20 feet long.
 - ❧ 250 pounds.

An Approved Ladder continued...

Requirements:

- ❧ Uniform step spacing should be no more than 12 inches and parallel.
- ❧ The minimum space between side rails should be no less than 11 1/2 inches.
- ❧ The minimum width of the side rails should be no less than 1 inch.

Purchasing a ladder



- ❧ Buy a ladder long enough for any use you may have for it.
- ❧ Keep in mind that the length of a ladder is different from its usable length.
- ❧ The height these ladders can safely reach is reduced by the angle at which the ladder must be set up. (This will be explained later).



Types of Ladders

Stepladders continued...

- ❧ Never use a step ladder as a straight ladder.
- ❧ Stepladders do not exceed 20 feet.



Types of Ladders

Stepladders continued...

- ❧ Do not step on the bucket shelf or attempt to climb or stand on the rear section supports. They are not designed to support the weight of a person.
- ❧ Only a two way ladder is designed for two people.



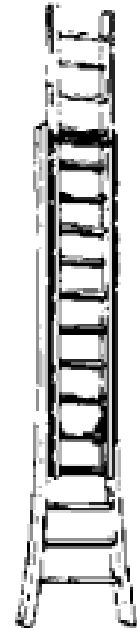
Types of Ladders

Extension Ladders

- ❧ To raise a ladder, brace the lower end against a wall and then grasp the top rung with both hands.
- ❧ Raise the top end and walk underneath the ladder, moving down the rungs until the ladder is vertical.



Straight Ladder



Extension Ladder

Figure 1. Straight and extension ladders

Types of Ladders

Extension Ladders

continued...

- ❧ When using an extension ladder, raise it to the desired height, being sure the locks engage properly on both sides of the ladder.
- ❧ Extension ladders do not exceed 44 feet when extended.
- ❧ Extension ladders are not used fully extended. There is an overlap between sections, not less than 10% of the working length of the ladder.



Storage and Maintenance

- ❧ Ladders should be stored in a sheltered area.
- ❧ Never leave a raised ladder unattended. It could fall unexpectedly and injure someone.



Storage and Maintenance continued...

- ❧ Straight and extension ladders should be stored horizontally on racks or hooks with support points at the top, middle, and bottom of the ladder to prevent sagging and warping.

Controlling Hazards

Inspecting the Ladder

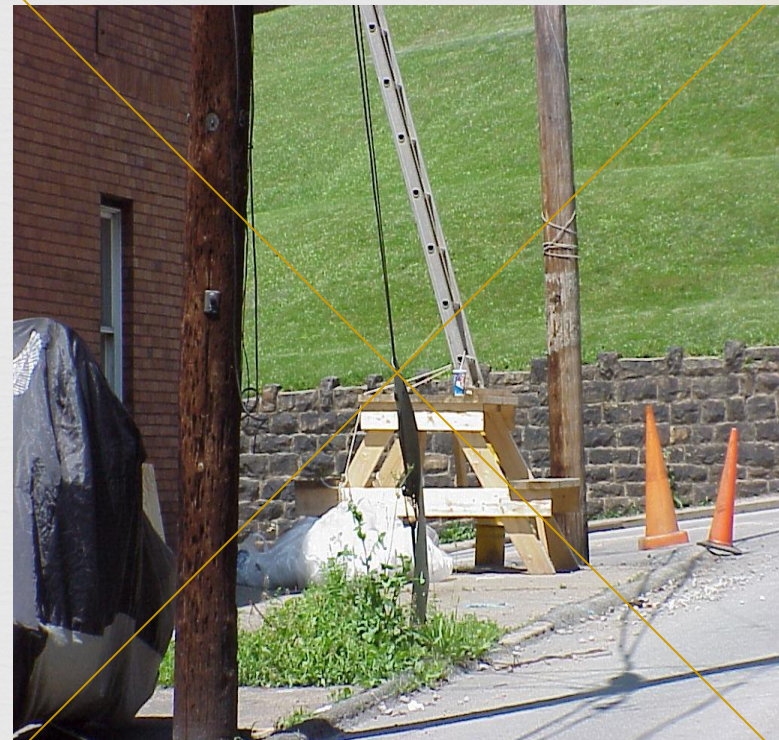
You should inspect the following:

- ❧ Check that the ladders have no nails, screws, or splinters sticking out.
- ❧ Check side rails for dents or bends.
- ❧ Check rivets for shear.
- ❧ Check the hardware connections.
- ❧ Check for excessively dented rungs.
- ❧ Check that the rungs are firmly attached to side rails.
- ❧ Check that the rungs have no oil or grease on them.
- ❧ Check that the non-slip safety feet or bases on ladders are in good condition.
- ❧ Check that the non-slip safety material on ladder rungs is in good condition.
- ❧ Check that the ladder is not wobbly and that steps are not worn or broken.

Controlling Hazards Set Up



- ❧ Do not place it on a table or any similar platform for added height.
- ❧ Ladders should be placed on dry firm ground.
- ❧ Ladders should not be placed in front of doors opening towards the ladders unless the door is locked or guarded.



Controlling Hazards

Set Up continued...

- ❧ Ladders shall be used only on stable and level surfaces unless secured to prevent accidental displacement.
- ❧ Ladders shall not be used on slippery surfaces unless secured or provided with slip-resistant feet to prevent accidental displacement.

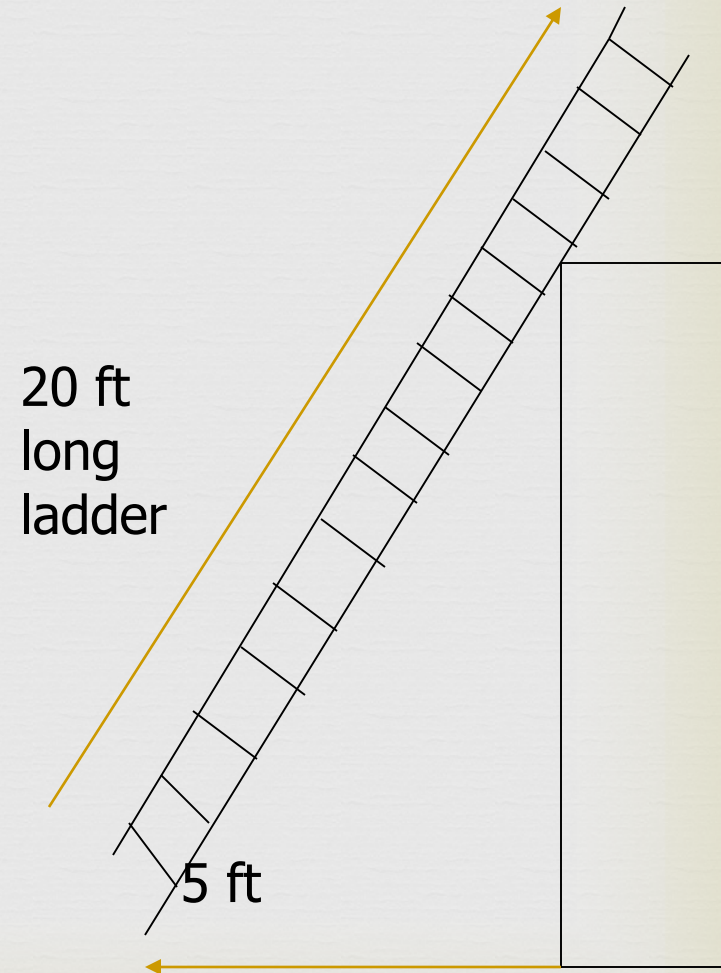


Controlling Hazards

Set Up continued...

- ☞ Portable extension ladders shall be used at an angle where the horizontal distance from the top support to the foot of the ladder is approximately one-fourth of the working length of the ladder.

- ☞ (Example: If the ladder is 20 feet long, the base of the ladder should be 5 feet from the structure.)



Controlling Hazards

Use

- ❧ Face the ladder when climbing or descending and use both hands.
- ❧ Mount the ladder from the center, not from the side.
- ❧ Tools should be carried in the pockets, in a bag attached to a belt, or raised and lowered by rope.
- ❧ Be sure that the soles of your shoes are clean and dry. Work facing the ladder, holding on with one hand.
- ❧ If it is ever necessary to work with both hands, hook one leg over the rung.

Tag Defective Ladders

❧ These ladders are properly tagged “Do Not Use”



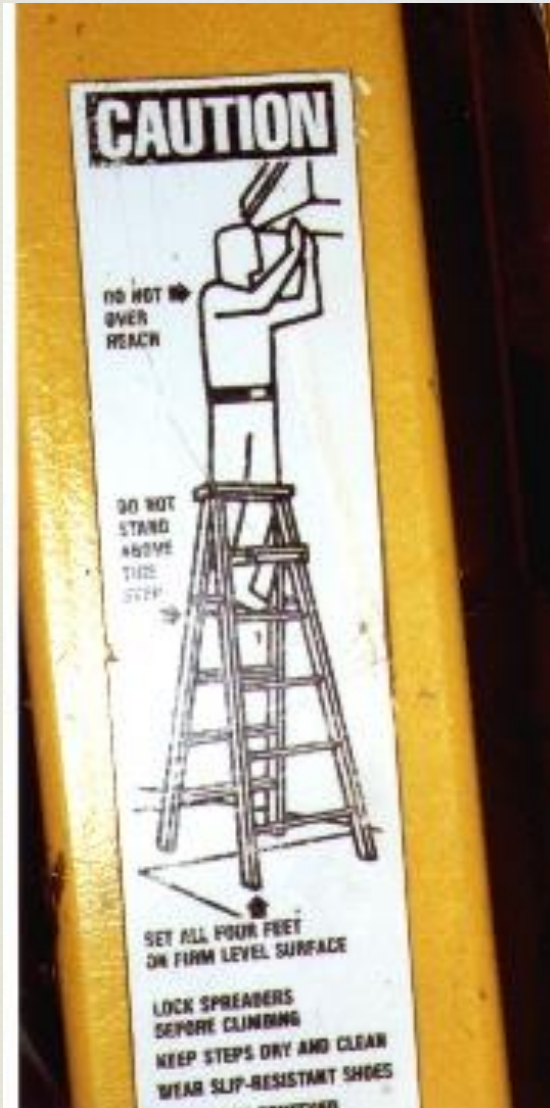
Ladder Don'ts



- Do not use ladders that have been exposed to fire or corrosive chemicals.
- Do not use a ladder for unintended purposes, such as in place of scaffolding.
- Never allow more than one person on a ladder at a time.

Read The Warning Labels

They are there
for a reason!



Working Above Protections

When employees work above railings, they must be protected from falling over the railings.



Working on Upper Levels



Ladder Types



- Type I-A ladders are heavy-duty and can handle up to 300 lbs.
- Type I ladders can hold up to 250 lbs.
- Type II ladders can hold 225 lbs.
- Type III ladders are for light duty only and can hold up to 200 lbs.

HAZCOM



Secondary Labels and Training

GHS Notable Changes



Primary Changes in HazCom

1. Container Labeling
2. Material Safety Data Sheets
3. Employee Training



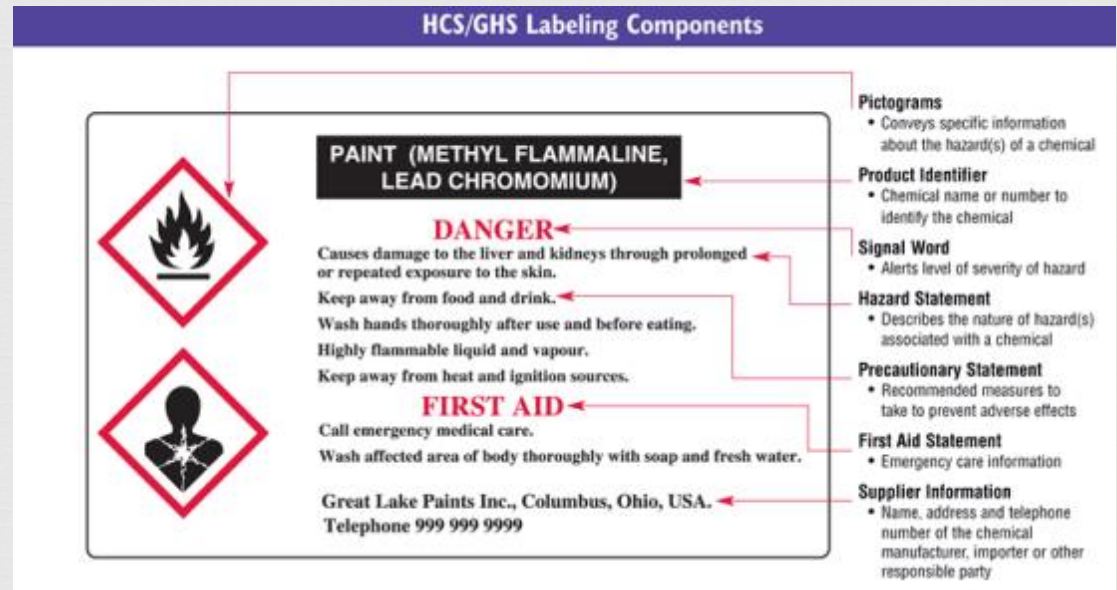
Written Program

- ❧ OSHA did not modify the written hazard communication requirements except for minor terminology edits.



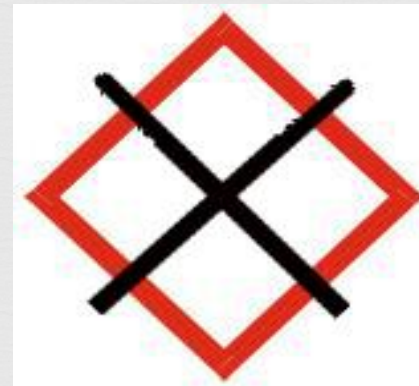
Labels

- ❧ Product identifier
- ❧ Signal words
- ❧ Hazard statements
- ❧ Pictograms
- ❧ Precautionary statements
- ❧ Name, address, and telephone number of the chemical manufacturer, importer, or other responsible party



Pictograms

- ⌘ Red borders required
- ⌘ No blank pictograms



Safety Data Sheets




- ❧ 16-section safety data sheet (SDS)
- ❧ Several sections will not be mandatory since they address information outside OSHA's jurisdiction (Sections 12-15)
- ❧ A new Appendix D, Safety Data Sheets, provides the details of what is to be included in each section



Safety Data Sheet Format

1. Identification of the substance or mixture and of the supplier
2. Hazards identification
3. Composition/information on ingredients
4. First-aid measures
5. Fire-fighting measures
6. Accidental release measures
7. Handling and storage
8. Exposure controls/personal protection.
9. Physical and chemical properties
10. Stability and reactivity
11. Toxicological information
12. *Ecological information (non-mandatory)*
13. *Disposal considerations (non-mandatory)*
14. *Transport information (non-mandatory)*
15. *Regulatory information (non-mandatory)*
16. Other information, including date of preparation or last revision

Safety Data Sheet Example

		GHS SAFETY DATA SHEET WELD-ON® Blue Seal Pipe Joint Compound		<small>Date Revised: DEC 2011 Supersedes: JUN 2010</small>																				
SECTION 1 - PRODUCT AND COMPANY IDENTIFICATION																								
PRODUCT NAME: WELD-ON® Blue Seal Pipe Joint Compound		MANUFACTURER: IPS Corporation 17100 South Main Street, Carson, CA 90240-3127 P.O. Box 373, Gardena, CA 90247-0373 Tel: 1-310-596-3300																						
PRODUCT USE: Pipe Thread Sealant																								
SUPPLIER:																								
EMERGENCY: Transportation: CHEMTTEL Tel: 800-255-2324, 813-245-0565 (International) Medical: Tel: 900-451-8346, 710-602-8700 2E Company (International)																								
SECTION 2 - HAZARDS IDENTIFICATION																								
GHS CLASSIFICATION:																								
Health: Acute Toxicity: None Known Skin Irritation: Category 3 Skin Sensitization: NO Eye: Category 2B		Environmental: Acute Toxicity: None Known Chronic Toxicity: None Known None Known Physical: None Known																						
GHS LABEL:		 OR 		Signal Word: Warning WHMS CLASSIFICATION: Not Regulated																				
P201: May cause an allergic skin reaction		P262: Do not get in eyes, on skin, or on clothing P273: Keep container tightly closed P271: Use only outdoors or in a well-ventilated area																						
SECTION 3 - COMPOSITION INFORMATION ON INGREDIENTS																								
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>CA#</th> <th>SUBSTANCE</th> <th>REACH Pre-registration Number</th> <th>CONCENTRATION % by Weight</th> </tr> </thead> <tbody> <tr> <td colspan="4">No hazardous ingredients</td> </tr> </tbody> </table>					CA#	SUBSTANCE	REACH Pre-registration Number	CONCENTRATION % by Weight	No hazardous ingredients															
CA#	SUBSTANCE	REACH Pre-registration Number	CONCENTRATION % by Weight																					
No hazardous ingredients																								
<small>All of the constituents of this adhesive product are listed on the TSCA Inventory of chemical substances maintained by the US EPA, or are exempt from that listing. *Indicates this chemical is subject to the reporting requirements of Section 313 of the Emergency Planning and Community Right-to-Know Act of 1996 (40CFR372). # Indicates that this chemical is found on Proposition 65's List of chemicals known to the State of California to cause cancer or reproductive toxicity.</small>																								
SECTION 4 - FIRST AID MEASURES																								
Contact with eyes: Flush eyes immediately with plenty of water for 15 minutes. If irritation develops, seek medical advice. Skin contact: Remove contaminated clothing and shoes. Wash skin thoroughly with soap and water. If irritation develops, seek medical advice. Inhalation: Remove to fresh air. If breathing is stopped, give artificial respiration. If breathing is difficult, give oxygen. Seek medical advice. Ingestion: Rinse mouth with water. Give 1 or 2 glasses of water or milk to dilute. Do not induce vomiting. Seek medical advice immediately.																								
SECTION 5 - FIREFIGHTING MEASURES																								
 Suitable Extinguishing Media: Carbon dioxide, foam or dry chemical Unsuitable Extinguishing Media: None known Exposure Hazards: Irritating organic vapors Combustion Products: No information available																								
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th>HMIS</th> <th>NIHA</th> <th>NIHA</th> </tr> </thead> <tbody> <tr> <td>Health</td> <td>1</td> <td>1</td> <td>1-Minor</td> </tr> <tr> <td>Flammability</td> <td>1</td> <td>1</td> <td>2-Moderate</td> </tr> <tr> <td>Reactivity</td> <td>0</td> <td>0</td> <td>3-Serious</td> </tr> <tr> <td>PPE</td> <td>0</td> <td></td> <td>4-Severe</td> </tr> </tbody> </table>						HMIS	NIHA	NIHA	Health	1	1	1-Minor	Flammability	1	1	2-Moderate	Reactivity	0	0	3-Serious	PPE	0		4-Severe
	HMIS	NIHA	NIHA																					
Health	1	1	1-Minor																					
Flammability	1	1	2-Moderate																					
Reactivity	0	0	3-Serious																					
PPE	0		4-Severe																					
Protection for Firefighters: Self-contained breathing apparatus or full face positive pressure air supply masks																								
SECTION 6 - ACCIDENTAL RELEASE MEASURES																								
Personal Precautions: Prevent contact with skin or eyes (see section 8). Environmental Precautions: Prevent product or liquids contaminated with product from entering sewers, drains, soil or open water courses. Methods for Cleaning up: Soak up with inert absorbent material. Store in a properly labeled, closed container until disposed.																								
SECTION 7 - HANDLING AND STORAGE																								
Handling: Avoid contact with eyes, skin and clothing. Do not eat, drink or smoke while handling. Storage: Store below 54°C (130°F) to preserve shelf life. Keep container tightly closed when not in use. Follow all precautionary information on container label and product bulletin.																								
SECTION 8 - PRECAUTIONS TO CONTROL EXPOSURE / PERSONAL PROTECTION																								
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>EXPOSURE LIMITS:</th> <th>Component</th> <th>ACGIH TLV</th> <th>ACGIH STEL</th> <th>OSHA PEL</th> <th>OSHA STEL</th> </tr> </thead> <tbody> <tr> <td>No Hazardous Ingredients</td> <td>NE</td> <td>NE</td> <td>NE</td> <td>NE</td> <td>NE</td> </tr> </tbody> </table>					EXPOSURE LIMITS:	Component	ACGIH TLV	ACGIH STEL	OSHA PEL	OSHA STEL	No Hazardous Ingredients	NE	NE	NE	NE	NE								
EXPOSURE LIMITS:	Component	ACGIH TLV	ACGIH STEL	OSHA PEL	OSHA STEL																			
No Hazardous Ingredients	NE	NE	NE	NE	NE																			
Engineering Controls: Use local exhaust as needed. Monitoring: Monitor breathing zone airborne concentrations below exposure limits. Personal Protective Equipment (PPE): Eye Protection: Avoid contact with eyes, wear splashproof chemical goggles. Skin Protection: Prevent contact with the skin as much as possible. Chemical resistant gloves should be used for frequent immersion. Use of rubber or plastic gloves should provide adequate protection when normal adhesive application practices and procedures are used for making structural bonds. Respiratory Protection: None needed for normal use																								

GHS Implementation Dates

Effective Completion Date	Requirement(s)	Who
December 1, 2013	Train employees on the new label elements and SDS format.	Employers
June 1, 2015* December 1, 2015	Comply with all modified provisions of this final rule, except: Distributors may ship products labeled by manufacturers under the old system until December 1, 2015.	Chemical manufacturers, importers, distributors and employers
June 1, 2016	Update alternative workplace labeling and hazard communication program as necessary, and provide additional employee training for newly identified physical or health hazards.	Employers
Transition Period	Comply with either 29 CFR 1910.1200 (this final standard), or the current standard, or both.	All chemical manufacturers, importers, distributors and employers

* This date coincides with the European Union implementation date for classification of mixtures.

CONTROL OF HAZARDOUS ENERGY



- ☞ LOCKOUT / TAGOUT (LOTO)

- ☞ 29 CFR 1910.147(c)

- ☞ Energy Control Program

- ☞ 2246 Citations

- ☞ 1535 (S/W/R)

- ☞ #1 Rank (S/W/R)

1910.147(c) con't



- ❧ 1910.147(c)(4)(i) - Energy Control Procedure
 - ❧ 616 (466 S/W/R)
- ❧ 1910.147 (c)(1) – Energy Control Program
 - ❧ 423 (327 S/W/R)
- ❧ 1910.147(c)(6)(i) – Periodic Inspection
 - ❧ 300 (113 S/W/R)
- ❧ 1910.147(c)(7)(i) – Training
 - ❧ 229 (196 S/W/R)

1910.147(c) con't



❧ 1910.147(c)(4)(ii) – Procedure – scope, purpose, rules...

❧ 133 (83 S/W/R)

❧ 1910.147(c)(7)(i)(A) – Training, Authorized Employees

❧ 153 (146 S/W/R)

❧ Additional 1910.147(c)

❧ 395 (207 S/W/R)

1910.147(c)(4) "Energy control procedure."

☞ (i) Procedures shall be developed, documented and utilized for the control of potentially hazardous energy when employees are engaged in the activities covered by this section.



1910.147(c)(4) - Energy Control Procedure

- ❧ (ii) The procedures shall clearly and specifically outline the:
 - ❧ scope, purpose, authorization, rules,
 - ❧ Techniques to be utilized for the control of hazardous energy,
 - ❧ means to enforce compliance including

1910.147(c)(4)(ii) "Energy control procedure."

- ⌘ (A) A specific statement of the intended use of the procedure;
- ⌘ (B) Specific procedural steps for shutting down, isolating, blocking and securing machines or equipment to control hazardous energy;
- ⌘ (C) Specific procedural steps for the placement, removal and transfer of lockout devices or tagout devices and the responsibility for them; and
- ⌘ (D) Specific requirements for testing a machine or equipment to determine and verify the effectiveness of lockout devices, tagout devices, and other energy control measures.

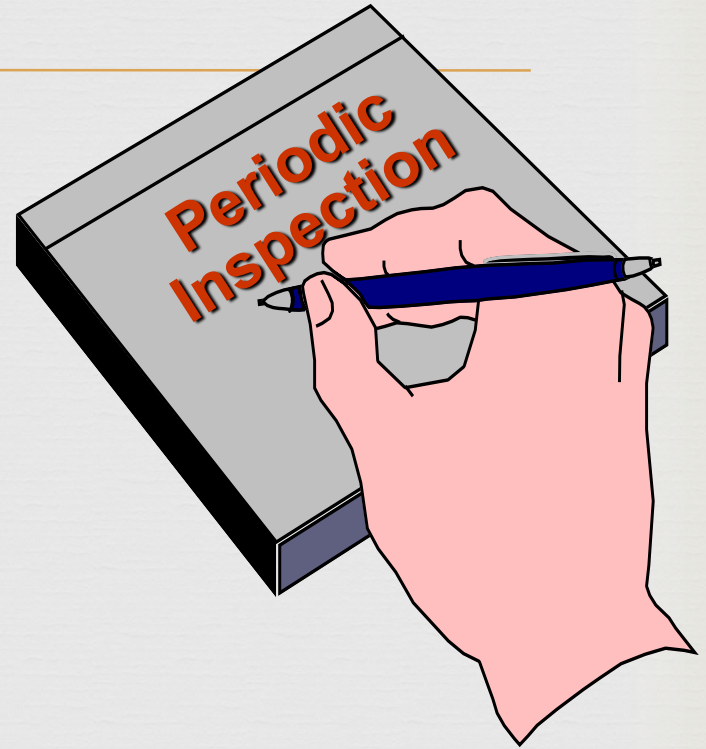
1910.147 (c)(4) – Exemption

— If ALL these elements exist

- ❧ 1) No Potential for Stored/ Residual energy
- ❧ 2) Single energy source .. readily identified/isolated
- ❧ 3) Completely deenergized and deactivates
- ❧ 4) Isolated and Locked out during maintenance
...
- ❧ 5) Single lockout device
- ❧ 6) Under exclusive control of authorized employee
- ❧ 7) No other hazards ...
- ❧ 8) No history of accidents

1910.147(c)(6) "Periodic inspection."

❧ (i) The employer shall conduct a periodic inspection of the energy control procedure at least annually to ensure that the procedure and the requirements of this standard are being followed.



1910.147(c)(6) - Periodic Inspection

- ❧ (A) Performed by an authorized employee other than the one(s) utilizing the energy control procedure being inspected.
- ❧ (B) Conducted to correct any deviations or inadequacies identified.
- ❧ (C) LOCKOUT - Review, between the inspector and each **authorized** employee, of that employee's responsibilities under the energy control procedure being inspected.
- ❧ (D) TAGOUT - Include a review, between the inspector and each **authorized and affected employee**, of that employee's responsibilities under the energy control procedure being inspected, and the elements set forth in paragraph

1910.147 (c)(7)(i) - Training



- ⌘ A) Each **authorized** employee shall receive training in the recognition of applicable hazardous.....
- ⌘ (B) Each **affected** employee shall be instructed in the purpose and use of the energy control procedure.....
- ⌘ (C) All **other** employees whose work operations are or may be in an area ..., shall be instructed about the procedure, and about the prohibition relating to attempts to restart ...

Electrical



Handout

Emphasis Programs in WI General Industry for FY 2015

- **Nursing Homes**
- **Lead**
- **Silica**
- **Dairy Farms**
- **Grain Handling**
- **Combustible Dust**
- **Powered Industrial Vehicles (PIVs)***
- **Site Specific Targeting (SST)**
- **Chemical Plants/Process Safety**
- **Federal Agencies** High Rate of Lost Time Injuries
- **Isocyanates**
- **Amputations**
- **Shipbreaking**
- **Flavorings**
- **Primary Metals**
- **Falls: GI & Con**
- **Hex Chrome**

* Complaint Based or Observed During an Inspection

From Washington

Regulatory Agenda

- Updates to OSHA's Recordkeeping Rule
- Electric Power Distribution in Construction
- Confined Spaces in Construction
- Silica
- PELs (Permissible Exposure Limits)

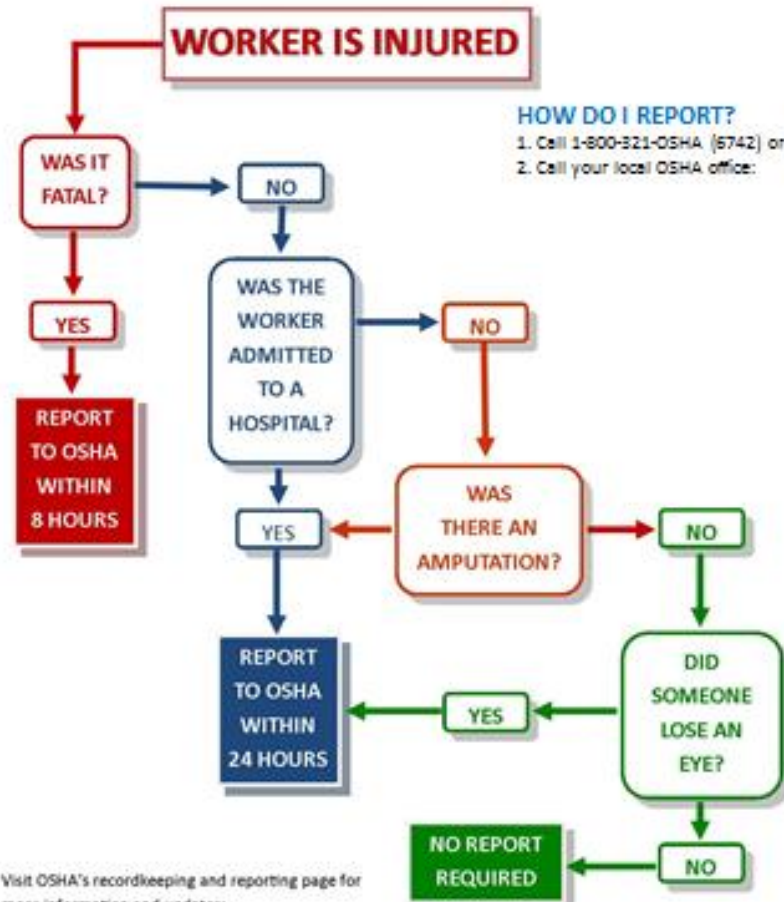
TABLE Z-1. - LIMITS FOR AIR CONTAMINANTS

Substance	CAS No. (c)	ppm (a)(1)	mg/m ³ (b)(1)	Skin designation
Acetaldehyde	75-07-0	200	360	
Acetic acid	64-19-7	10	25	
Acetic anhydride	108-24-7	5	20	
Acetone	67-64-1	1000	2400	
Acetonitrile	75-05-8	40	70	
2-Acetylaminofluorene: see 1910.1014	53-96-3			
Acetylene dichloride: see 1,2-Dichloroethylene	79-27-6	1	14	
Acetylene tetrachloride	107-02-8	0.1	0.25	X
Acrolein	79-06-1		0.3	
Acrylamide				
Acrylonitrile	107-13-1		0.25	X
see 1910.1045	309-00-2		5	X
Aldrin	107-18-6	2	3	
Allyl alcohol	107-05-1	1		
Allyl chloride		(C)10	(C)45	
Allyl glycidyl ether (AGE)	106-92-3		12	
Allyl propyl disulfide	2179-59-1	2		



New OSHA Requirements

OSHA's NEW REPORTING EXPLAINED



Visit OSHA's recordkeeping and reporting page for more information and updates:
<http://www.osha.gov/recordkeeping2014/index.html>

Updates to OSHA's Recordkeeping Rule, Effective January 1, 2015

- Expands what is required to be reported to OSHA.
- Current Requirement - Report to OSHA within 8 hours:
 - Work related Fatalities/Catastrophies
- New Additional Requirement - Report to OSHA within 24 hours:
 - All work-related in-patient hospitalizations
 - All amputations
 - All loss of an eye

How can employers report to OSHA?

- **By telephone to the nearest OSHA office during normal business hours.**
- **By telephone to the 24-hour OSHA hotline (1-800-321-OSHA or 1-800-321-6742).**
- **Online: OSHA is developing a new means of reporting events electronically, which will be available soon at www.osha.gov/report_online.**

If the Area Office is closed, may I report the fatality, in-patient hospitalization, amputation, or loss of an eye by leaving a message on OSHA's answering machine, faxing the Area Office, or sending an e-mail?

No, if the Area Office is closed, you must report the fatality, in-patient hospitalization, amputation, or loss of an eye using either the 800 number or the reporting application located on OSHA's public website at www.osha.gov

RE: 1904.39(b)(1)

How does OSHA define “in-patient hospitalization”?

OSHA defines in-patient hospitalization as a formal admission to the in-patient service of a hospital or clinic for care or treatment.



RE: 1904.39(b)(9)

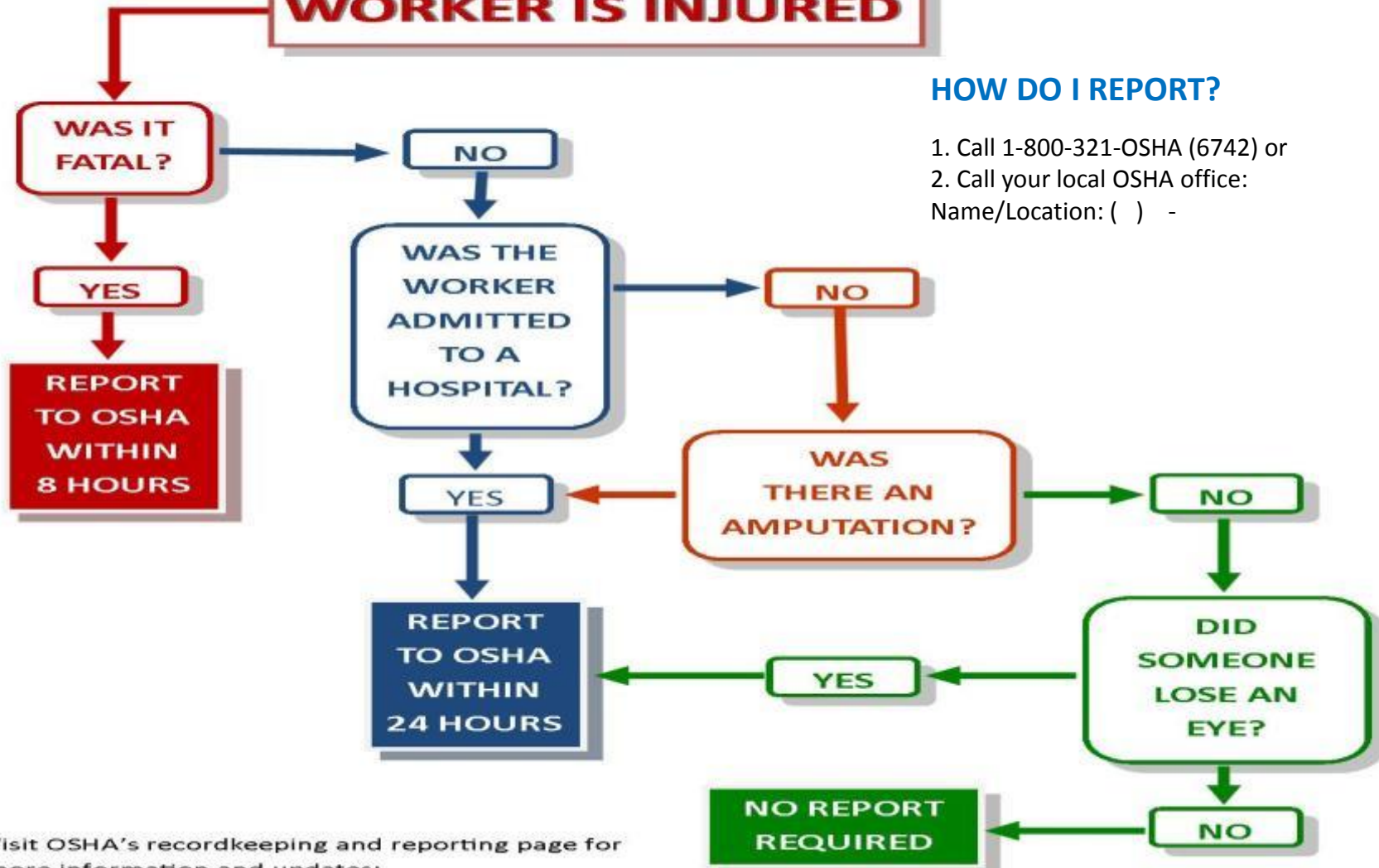
How does OSHA define “amputation”?

An amputation is the traumatic loss of a limb or other external body part. Amputations include a part, such as a limb or appendage, that has been severed, cut off, amputated (either completely or partially); fingertip amputations with or without bone loss; medical amputations resulting from irreparable damage; amputations of body parts that have since been reattached. Amputations do not include avulsions, enucleations, degloving, scalpings, severed ears, or broken or chipped teeth.



NEW REPORTING EXPLAINED

WORKER IS INJURED



HOW DO I REPORT?

1. Call 1-800-321-OSHA (6742) or
2. Call your local OSHA office:
Name/Location: () -

Visit OSHA's recordkeeping and reporting page for more information and updates:
<http://www.osha.gov/recordkeeping2014/index.html>

OSHA[®] FactSheet

Updates to OSHA's Recordkeeping Rule: Who is Required to Keep Records and Who is Exempt

<http://www.osha.gov/recordkeeping2014/OSHA3746.pdf>

For more information visit:
<http://www.osha.gov/recordkeeping2014/index.html>

Favorites Tools Help

Updates to OSHA's Recordkeeping Rule

[Home](#) [Reporting Fatalities and Severe Injuries/Illnesses](#) [Who Keeps Records](#) [FAQs](#) [Additional Resources](#)

"OSHA will now receive crucial reports of fatalities and severe work-related injuries and illnesses that will significantly enhance the agency's ability to target our resources to save lives and prevent further injury and illness. This new data will enable the agency to identify the workplaces where workers are at the greatest risk and target our compliance assistance and enforcement resources accordingly."

— Assistant Secretary of Labor for Occupational Safety and Health, Dr. David Michaels

The Occupational Safety and Health Administration's revised recordkeeping rule includes two key changes:

First, the rule updates the list of industries that are exempt from the requirement to routinely keep OSHA injury and illness records, due to relatively low occupational injury and illness rates. The previous list of industries was based on the old Standard Industrial Classification (SIC) system and injury and illness data from the Bureau of Labor Statistics (BLS) from 1996, 1997, and 1998. The new list of industries that are exempt from routinely keeping OSHA injury and illness records is based on the North American Industry Classification System (NAICS) and injury and illness data from the Bureau of Labor Statistics (BLS) from 2007, 2008, and 2009. Note: The new rule retains the exemption for any employer with ten or fewer employees, regardless of their industry classification, from the requirement to routinely keep records.

Second, the rule expands the list of severe work-related injuries that all covered employers **must report** to OSHA. The revised rule retains the current requirement to report all work-related fatalities within 8 hours and adds the requirement to report all work-related in-patient hospitalizations, amputations and loss of an eye within 24 hours to OSHA.

Final rule [[PDF*](#)]

[Changes to reporting requirements: What needs to be reported to OSHA?](#)

[Who is required to keep records? Who is exempt from keeping records?](#)

Overview Fact Sheet [[PDF*](#)]

Reportable Events Fact Sheet [[PDF*](#)]

Who Keeps Records Fact Sheet [[PDF*](#)]

[Forms, training, and other guidance materials on OSHA's injury and illness recordkeeping requirements](#)

[Frequently Asked Questions](#)

Inspection Process

- ❧ Every establishment covered by the OSH Act is subject to inspection by OSHA Compliance Safety and Health Officers (CSHO's)
- ❧ Most inspections are conducted without advance notice



Inspection Process



- ❧ CSHO displays official credentials
- ❧ Opening conference
- ❧ Walkaround inspection
- ❧ Closing conference

Conducting the Walkaround Inspection

- ❧ CSHO and accompanying representatives (employer and employee) inspect the establishment for potentially hazardous working conditions
- ❧ CSHO discusses possible corrective actions with the employer
- ❧ CSHO may consult, at times privately, with employees

Closing Conference

- ❧ Held with management (and employee representative) after the inspection.
- ❧ CSHO will discuss apparent violations and ways to abate them.
- ❧ Set abatement dates.
- ❧ Review the Employer's Rights and Responsibilities after an inspection.
- ❧ Will not discuss amount of penalties.

What happens after an OSHA Inspection?

- ❧ OSHA may or may not issue citations
- ❧ Citations inform employer and employees of the regulations and standards allegedly violated and of the proposed time for abatement
- ❧ Employer must post a copy of each citation at or near place where violation occurred, for 3 days or until violation is corrected, whichever is longer

OSHA Inspection Priorities

Priority	Category of Inspection
1st	Imminent Danger: <i>Reasonable certainty an immediate danger exists</i>
2nd	Fatality/Catastrophe: <i>Reported to OSHA; inspected ASAP</i>
3rd	Complaints/Referrals: <i>Worker or worker representative can file a complaint about a safety or health hazard</i>
4th	Programmed Inspections: <i>Cover industries and employers with high injury and illness rates, specific hazards, or other exposures.</i>

Citations and Penalties

VIOLATION TYPE	PENALTY
WILLFUL A violation that the employer intentionally and knowingly commits or a violation that the employer commits with plain indifference to the law.	OSHA may propose penalties of up to \$70,000 for each willful violation, with a minimum penalty of \$5,000 for each willful violation.
SERIOUS A violation where there is substantial probability that death or serious physical harm could result and that the employer knew, or should have known, of the hazard.	There is a mandatory penalty for serious violations which may be up to \$7,000.
OTHER-THAN-SERIOUS A violation that has a direct relationship to safety and health, but probably would not cause death or serious physical harm.	OSHA may propose a penalty of up to \$7,000 for each other-than-serious violation.
REPEATED A violation that is the same or similar to a previous violation.	OSHA may propose penalties of up to \$70,000 for each repeated violation.

Lastly, There is Help!!

❧ There are a host of resources available to you and your worker

❧ OSHA Onsite / BWC
❧ State Agencies

❧ 800 line (800-321-OSHA)
❧ Complaints taken
❧ 24hrs a Day, 7 days a week.

❧ OSHA Appleton Area Office

❧ eTools

❧ OSHA Website
❧ www.osha.gov

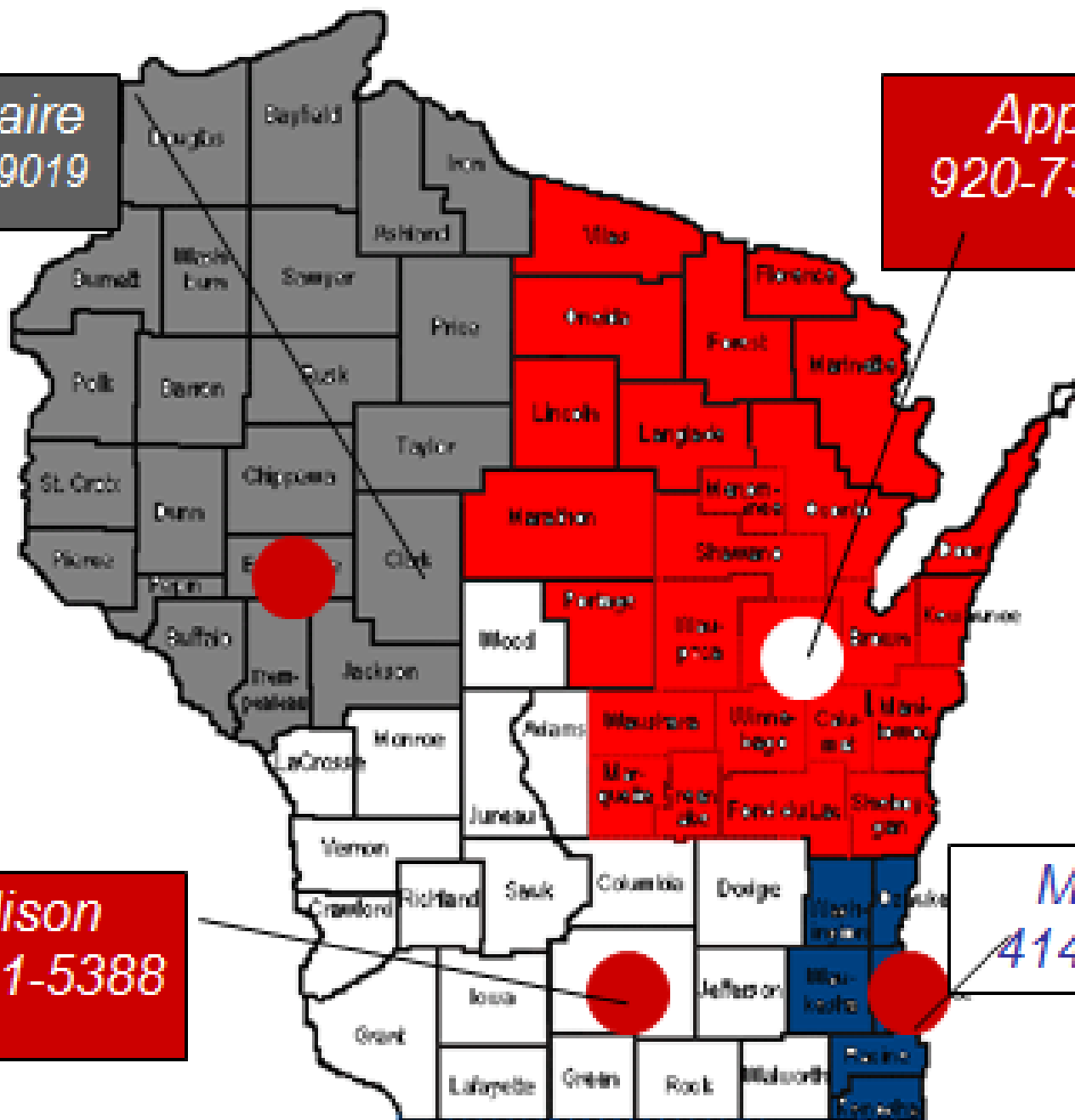
❧ Information resource
❧ for updated safety information
❧ PPT Presentations
❧ Training
❧ Contacts,
❧ Publications, etc

Eau Claire
715-832-9019

Appleton
920-734-4521

Madison
608-441-5388

Milwaukee
414-297-3315



Questions

?