

OSHA[®]

**Occupational Safety
and Health Administration**



UNITED STATES DEPARTMENT OF LABOR

Topics

- Your Questions
- National and Local Emphasis Programs
- Common citations
- Your questions

Instance by instance violations

- Lockout
- Machine guarding
- Permit-required confined space
- Respiratory protection
- Falls
- Trenching
- Recordkeeping

2023 National Emphasis Programs

- Heat
- Excavations
- Amputation hazards
- Lead
- Silica
- COVID-19
- Hexavalent chrome
- Combustible dust
- Shipbreaking
- Primary metals
- Process Safety Management

Heat Emphasis Program

- Written Heat Illness Prevention Program
- Worker plan to be acclimatized
- Know signs of heat illnesses
- Water intake plan
- Management check of workers
- Plan for emergencies

Acclimatization

- Does the employer use a staggered approach over 7-14 days to ensure new workers get used to working in a hot environment?
- New workers should begin work with 20% of the normal workload and time spent in the hot environment, and gradually increase over a 7–14-day period.

National Emphasis Program

Coronavirus Disease 2019

- OSHA 300 and 300A
- Written COVID-19 plan
- Evidence of hazard assessment.
- Respiratory protection program for COVID-19
- Personal Protective Equipment
- Training related to SARS-CoV-2 prevention.
- Engineering controls such as HVAC systems
- Exposure incident investigations
- COVID Log

2023 Regional Emphasis Programs

- Fall hazards
- Powered industrial vehicles
- Noise
- Grain handling
- Food manufacturing
- Tank cleaning
- Building renovation
- High rise building
- Wood pallet manufacturing
- Maritime
- Federal Agency

Fall hazard controls training

1910.30(a)

- (i) The **fall hazards** in the area and how to recognize them;
- (ii) The **procedures** to be followed to **minimize** those hazards;
- (iii) The procedures for installing, inspecting, operating, maintaining, and disassembling the **fall protection systems**;
- (iv) The personal fall protection systems and equipment including, **proper hook-up, anchoring, tie-off techniques, equipment inspection and storage.**



What did we cite last year?

- Respiratory Protection
- Emergency Temporary Standard
- Electronic Submission of 300A
- Bloodborne Pathogens
- Reporting 8/24 hours
- Lockout
- Recordkeeping
- Hazard Communication
- PPE
- Electrical
- Fall protection
- Compressed gas cylinders

Respiratory Protection Program

- Program Administrator
- Written program – selection process
- Medical evaluation
- Fit test
- Training
- Recordkeeping

Medical Evaluation

- **Before fit testing and use**, a medical evaluation to determine employee's ability to use a respirator.
- The employer shall identify a physician or other licensed health care professional (PLHCP) to perform medical evaluations:
 - using a medical questionnaire – Appendix C
 - medical examination
 - at no cost to the employee

Qualitative Fit Test (QLFT)

A pass/fail fit test to assess the adequacy of respirator fit that relies on the individual's response to the test agent.



Quantitative Fit Test (QNFT)

An assessment of the adequacy of respirator fit by numerically measuring the amount of leakage into the respirator.



Fit Test Protocol

- Use OSHA accepted protocol listed in Appendix A
 - QLFT Protocols:
 - Isoamyl acetate
 - Saccharin
 - Bitrex
 - Irritant smoke
 - QNFT Protocols:
 - Generated Aerosol (corn oil, salt, DEHP)
 - Condensation Nuclei Counter (PortaCount)
 - Controlled Negative Pressure (Dynatech FitTester 3000)
 - Controlled Negative Pressure (CNP) REDON

Facepiece Seal Protection

- No facial hair that interferes with the seal or function
- Employees wearing tight-fitting respirators must perform a user seal check **each time they put on the respirator** using the procedures in Appendix B-1 or equally effective manufacturer's procedures

Employers **must contact** OSHA for:

- All work-related **fatalities** within **8 hours**
 - All work-related **in-patient hospitalizations** of one or more employees within **24 hours**
 - All work-related **amputations** within **24 hours**
 - All work-related **losses of an eye** within **24 hours**
-
- **1-800-321-OSHA (6742)**

Electronic 300A submission for covered sites

- **Beginning in 2019 and every year thereafter, your 300A must be submitted by March 2.**
- The electronic reporting requirements are based on the **size of the establishment, not the firm.**
- Each individual employed in the establishment at any time during the calendar year counts as **one employee**, including full-time, **part-time**, seasonal, and temporary workers.

Injury Tracking Application (ITA)

New login procedures
(using Login.gov) became
effective October 2022.
Watch our How-to Video.

OSHA provides a [secure website](#) that offers three options for injury and illness data submissions. You can manually enter your data, upload a CSV file to add multiple establishments at the same time, or transmit data electronically via an API (application programming interface).



[Launch the Application](#)



[FAQs](#)



[Job Aids \(How-To\)](#)



Frequently Asked Questions



[Launch the Application](#)

ITA

Injury Tracking Application

[Reporting Requirements](#)

Account Access

[Login.gov](#)

[How do I create an ITA account?](#)

[Help Request Form](#)

[Does OSHA notify employers that they need to report their Form 300A data? And if not, where do I get my Username and Password to login and provide my data?](#)

[I want multiple staff members to access the information in my account. How do I give them access?](#)

[I am assigning my establishment to another ITA account holder. What is the difference between the "ITA Establishment User" and "ITA Establishment Admin" user roles?](#)

[The person who submitted the data for us has left the company. How do I change his or her account information to my own?](#)

[I am submitting the required data for multiple clients. Can I create more than one account in the ITA?](#)

[What are the requirements for creating a password?](#)

FAQs

[Does OSHA notify employers that they need to report their Form 300A data? And if not, where do I get my Username and Password to login and provide my data?](#)

OSHA does not send out notifications to report the Form 300A data. If your establishment meets the industry and size reporting criteria, you must create an account in the Injury Tracking Application (ITA) and connect the ITA account to a Login.gov account with the same email address. Once you create your account, you can login and report your Form 300A data on an annual basis. Each year the data are due by March 2nd. To create an ITA account, go to the [Injury Tracking Application Login](#) page and select the *Create an ITA Account* link that is right below the Injury Tracking Application banner. Follow the instructions from there.

Job Aids

Create an ITA Account

Complete the following steps to create an OSHA Injury Tracking Application (ITA) account.

1. Select the “Create an Account with ITA” button on the “[Injury Tracking Application Login](#)” screen.
2. For Create Account “Step 1 of 3: Account Details,” enter information into the required fields (noted in red and with an asterisk [*]), select the “I’m not a robot” checkbox and complete the CAPTCHA test, and then select the “Continue” button.
3. For Create Account “Step 2 of 3: Terms and Conditions,” select the checkbox next to “I acknowledge that I have read and accept the Terms of Use Agreement” and select the “Continue” button.
4. ITA automatically emails you a notification that contains a hyperlink to set a password. Select the hyperlink in the emailed notification to log in and set a password. **Note:** This is a one-time use hyperlink that will expire after 24 hours. If the link expires, repeat steps 1-3.
5. A new browser window will open with instructions on how to create a password for your ITA account. Select the “Login” button to continue.

What does your recordkeeping procedure look like?

1904.35(b)(1)(i)

- Requires employer to have a **reasonable** procedure for reporting work-related injuries and illnesses
- **Reasonable** means it would not discourage an injured employee from reporting the incident

1904.35(b)(1)(ii)

- Employers must inform employees of the procedure for reporting work-related injuries and illnesses
- To issue a citation, OSHA must identify an employee who was not informed of the procedure

1904.35(b)(1)(iii)

- Employers must inform employees of their right to report work-related injuries and illnesses free from retaliation
- May be met by posting the OSHA “It’s The Law” worker rights poster v. April 2015 or later



Job Safety and Health IT'S THE LAW!

All workers have the right to:

- A safe workplace.
- Raise a safety or health concern with your employer or OSHA, or report a work-related injury or illness, without being retaliated against.
- Receive information and training on job hazards, including all hazardous substances in your workplace.
- Request an OSHA inspection of your workplace if you believe there are unsafe or unhealthy conditions. OSHA will keep your name confidential. You have the right to have a representative contact OSHA on your behalf.
- Participate (or have your representative participate) in an OSHA inspection and speak in private to the inspector.
- File a complaint with OSHA within 30 days (by phone, online or by mail) if you have been retaliated against for using your rights.
- See any OSHA citations issued to your employer.
- Request copies of your medical records, tests that measure hazards in the workplace, and the workplace injury and illness log.

This poster is available free from OSHA.

Contact OSHA. We can help.

Employers must:

- Provide employees a workplace free from recognized hazards. It is illegal to retaliate against an employee for using any of their rights under the law, including raising a health and safety concern with you or with OSHA, or reporting a work-related injury or illness.
- Comply with all applicable OSHA standards.
- Report to OSHA all work-related fatalities within 8 hours, and all inpatient hospitalizations, amputations and losses of an eye within 24 hours.
- Provide required training to all workers in a language and vocabulary they can understand.
- Prominently display this poster in the workplace.
- Post OSHA citations at or near the place of the alleged violations.

FREE ASSISTANCE to identify and correct hazards is available to small and medium-sized employers, without citation or penalty, through OSHA-supported consultation programs in every state.



1-800-321-OSHA (6742) • TTY 1-877-889-5627 • www.osha.gov

English - 12.75" x 17.75"*

English - 8.5" x 14"

OSHA's FREE WORKPLACE POSTER

Job Safety and Health: It's the Law

◆ What is the OSHA poster and why do I need it?

The **OSHA Job Safety and Health: It's the Law** poster, available for free from OSHA, is required by the Occupational Safety and Health Act. All covered employers are required to display the poster in a prominent place where all workers can see it. **Employers must display the poster. Employers do not need to replace previous versions of the poster.**

If you are in a state with an [OSHA-approved state plan](#), there may be a state version of the poster. State agencies must use the [Federal Agency Poster](#).

◆ How do I get a copy?

You can get a copy of the OSHA poster in several ways:

- **Order a print copy online from the [OSHA Publications Web page](#).** The English version is publication number 3167. The Spanish version is publication number 3167.
- **Order a print copy by phone.** Call OSHA's toll-free number at 1-800-321-6742 (or 202-693-1888).
- **Download a copy from the OSHA Web site.** Note: OSHA requires that reproductions be 8.5" x 14" inches with 10 point type. Please see the instructions below for downloading.

Downloading Instructions:

1. Right-click on the hyperlinks below to download the PDF version of the poster. Choose the language you prefer, and then open the Adobe Acrobat Reader program to load the file. You can also print the poster directly from your Web browser.
 - English: [PDF](#) [300 KB]
 - Spanish: [PDF](#) [300 KB]
2. For local PC printing, it is recommended that you use a high-resolution laser printer for best reproductions, and that the printer have at least 1 MB of memory. For black and white printing, it is also advisable to use a laser printer which is capable of producing at least 300 dots per inch.
3. When preparing to print from a personal computer, check to ensure that the printer is properly installed and that the printer driver is up to date.



Todos los trabajadores tienen el derecho a:
• Un lugar de trabajo seguro.

Los empleadores deben:
• Proveer a los trabajadores un lugar de trabajo

Bloodborne Pathogens Exposure control plan - Annual Review

- **(c)(1)(iv)** requires the employer to review and **update** the exposure control plan at least annually (every 12 months) and whenever necessary to reflect new or modified tasks and procedures which affect occupational exposure and to reflect new or revised employee positions with occupational exposure.

Exposure incident documentation

- Exact location of incident,
- Task performed when the incident occurred,
- Engineering controls in use at the time,
- Work practices followed,
- A description of the sharps device involved,
- Protective equipment or clothing that was used at the time of the exposure incident,
- The employee's training.

Hepatitis B vaccination

- Made available within 10 working days of initial assignment at no cost to the employee.
- Declination statement (Appendix A)
- Three shot series.
- Efficacy of vaccination (CDC)

Information and training

- Accessible copy of standard (1910.1030) and explanation.
- Epidemiology and symptoms of bloodborne diseases.
- Explanation of the modes of transmission.
- Explanation of exposure control plan and how to obtain a copy.
- Recognition of the tasks which may involve exposure.
- Explanation of engineering controls, work practices, and PPE.
- PPE types, use, location, removal, decontamination, and disposal.
- Explanation of the basis for PPE.
- HBv efficacy, safety, administration, benefits, and offered free.
- Information on actions and contacts for emergencies involving blood.
- Procedures for an exposure incident, reporting and medical follow-up.
- Information on post-exposure evaluation and follow-up.
- Explanation of the signs, labeling, and color-coding requirements.
- An opportunity for interactive questions and answers.

Recordkeeping

- Annual training documentation requirements.
 - Dates of the training
 - Summary of the training
 - Names and qualification of the trainer(s)
 - Names and job titles of attendees
 - Training records maintained for 3 years.

Lockout

- Written program
 - Group lockout
- Specific procedures
 - Energy sources
 - Method of isolation
 - **Verification**
- Training
- Periodic Inspection



hazard communication program










- Management **responsibility** for program
- Develop **list** of hazardous chemicals
- **Label** hazardous chemical containers
- Manage **Safety Data Sheets**
- Procedures for **training** exposed employees
- Address the hazards of **non-routine tasks**
- Procedures for **Multi-employer** workplaces

Employee information

- The requirements of the standard.
- Operations in their work area where hazardous chemicals are present.
- The location and availability of the written program, hazardous chemical list, and safety data sheets.

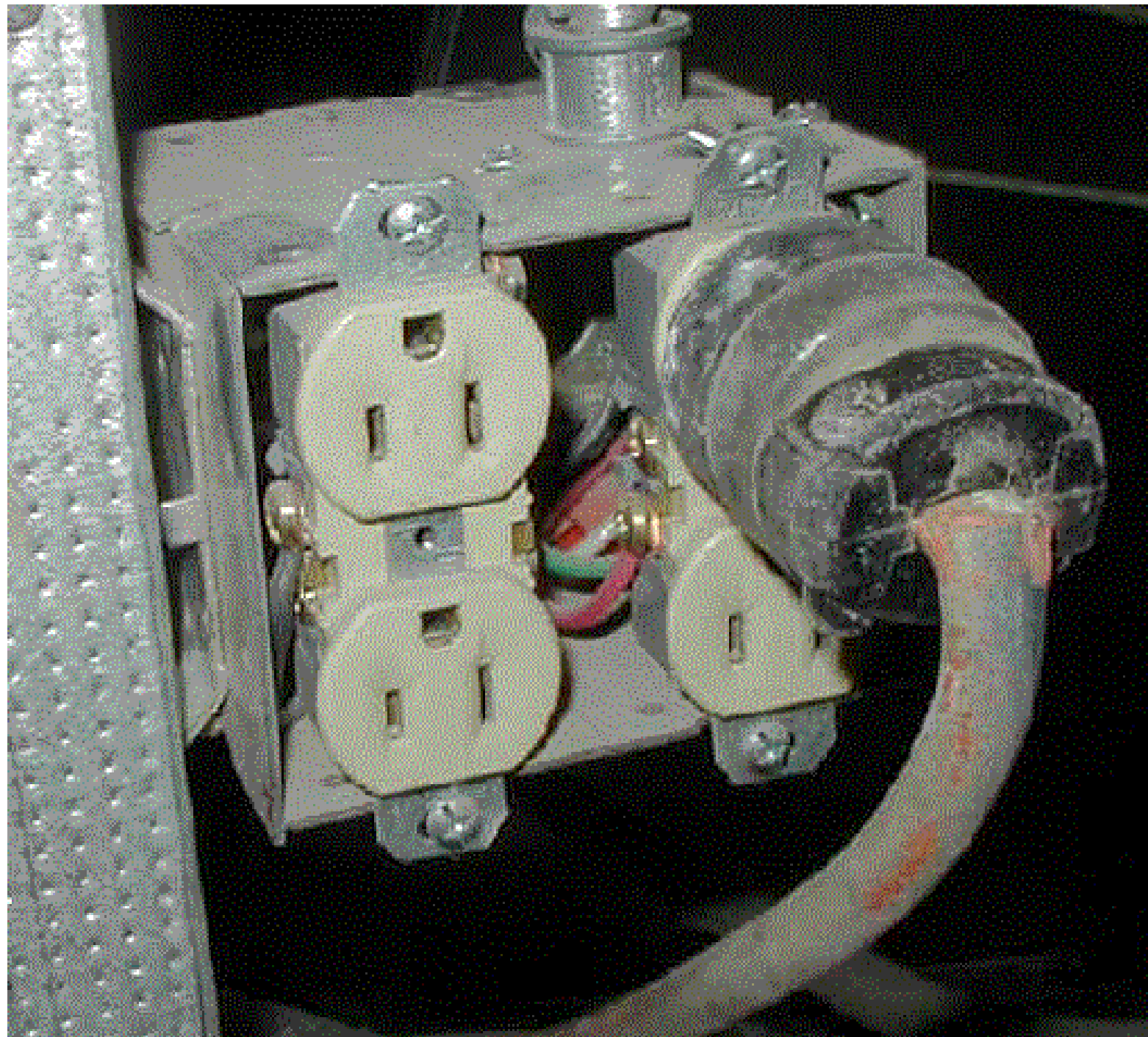
Employee training

- Methods and observations used to detect a release of a hazardous chemical (monitoring, odor, visual appearance)
- The physical, health, simple asphyxiation, combustible dust, and pyrophoric gas hazards, as well as hazards not otherwise classified, of the chemicals in the work area;
- The measures employees can take to protect themselves (specific procedures, work practices, emergency procedures, and ppe)
- The details of the hazard communication program (labeling, SDS's, and how to obtain and use the information).

<p>Health Hazard</p>  <ul style="list-style-type: none"> ▪ Carcinogen ▪ Mutagenicity ▪ Reproductive Toxicity ▪ Respiratory Sensitizer ▪ Target Organ Toxicity ▪ Aspiration Toxicity 	<p>Flame</p>  <ul style="list-style-type: none"> ▪ Flammables ▪ <u>Pyrophorics</u> ▪ Self-Heating ▪ Emits Flammable Gas ▪ <u>Self-Reactives</u> ▪ Organic Peroxides 	<p>Exclamation Mark</p>  <ul style="list-style-type: none"> ▪ Irritant (skin and eye) ▪ Skin Sensitizer ▪ Acute Toxicity ▪ Narcotic Effects ▪ Respiratory Tract Irritant ▪ Hazardous to Ozone Layer (Non-Mandatory)
<p>Gas Cylinder</p>  <ul style="list-style-type: none"> ▪ Gases Under Pressure 	<p>Corrosion</p>  <ul style="list-style-type: none"> ▪ Skin Corrosion/ Burns ▪ Eye Damage ▪ Corrosive to Metals 	<p>Exploding Bomb</p>  <ul style="list-style-type: none"> ▪ Explosives ▪ <u>Self-Reactives</u> ▪ Organic Peroxides
<p>Flame Over Circle</p>  <ul style="list-style-type: none"> ▪ Oxidizers 	<p>Environment (Non-Mandatory)</p>  <ul style="list-style-type: none"> ▪ Aquatic Toxicity 	<p>Skull and Crossbones</p>  <ul style="list-style-type: none"> ▪ Acute Toxicity (fatal or toxic)

OSHA electrical standards

- Electrical equipment shall be free from recognized hazards that are likely to cause death or serious physical harm to employees.
- National Electric Code



Portable electric equipment including extension cords



- Visual Inspection
 - before use on any shift
 - for external defects (damaged insulation or parts)
 - for internal damage (crushed outer jacket)
- Removed from service if damaged.

Flexible cords and cables

- Flexible cords may not be used:
 - as a substitute for fixed wiring
 - through walls, ceilings, or floors
 - through doorways and windows
 - attached to building surfaces
 - concealed behind walls



Ground-Fault Circuit Interrupter

- Protective device
- Detects difference in current between circuit wires
(current leakage)
- The GFCI shuts off electricity flow in as little as 1/40 of a second.



Missing Grounding Conductor



Clear access



For a general duty clause citation

- Exposed employee
- Serious hazard
- Employer knowledge
- Feasible method to abate hazard

workplace violence

- Employees were exposed to physical assaults including hitting, kicking, and striking with objects resulting in head injuries, back injuries, hip injuries, and finger fractures while performing their job duties. The employer had not developed and implemented adequate measures to protect employees from this recurring serious hazard.

Covid Screening

- During the period between March 27 and April 2, 2020, the employer did not implement timely and effective measures to mitigate the spread of SARS-CoV-2.
- Employees performing COVID-19 screenings on hospital entrants were required to do so in close proximity to the entrants. This condition allowed the spread of the virus:
- Among other methods, feasible and acceptable means of abatement for this hazard include:
- implement physical barriers between screeners and entrants
- Use appropriate personal protective equipment (PPE) including N95 or higher respirators, gloves and eye protection.

Struck-by hazards

- On or about June 24, 2020, an employee was exposed to a struck-by hazard while directing traffic in a public roadway during window washing operation that required the setup and use of a temporary traffic control zone. The employee was not using a Stop/Slow paddle to direct traffic motorists nor were there any advance warning signs in place to inform motorists that a flagger station and a lane closure was ahead.
- The use of hand movements alone without a paddle, flag, or AFAD to control road users shall be prohibited except for law enforcement personnel or emergency responders at incident scene.
- Except in emergency situations, flagger stations shall be preceded by an advance warning sign or signs. Except in an emergency situations, flagger stations shall be illuminated at night.

Snow removal

- Employees were exposed to struck by hazards while walking or working in the roadway and loading dock area without adequate safeguards to protect them from being struck-by vehicles and other mobile equipment during snow removal operations:
- An employee was struck-by a snowplow truck while traversing the roadway and suffered fatal injuries.

Chemical exposures

Environmental Services Technicians were required to use a sporicidal disinfectant containing hydrogen peroxide (HP), peracetic acid (PAA), and acetic acid (AA) when cleaning patient rooms. The employees experienced asthma-like symptoms; chest tightness; burning sensations in their throats, eyes, and nasal passages; and rashes.

Ensure that the product dispensers are calibrated to effectively dilute the product.

Require lids for all of the product buckets to minimize vapors that can be inhaled.

Ensure that employees use only rags and wipes to apply the product to surfaces and that the product not be used as a spray.

Require all employees to wear extended cuff nitrile or rubber gloves when using the product and goggles or a face shield while dispensing the product into the bucket.

Ensure that additional airflow is provided to Environmental Services Utility Closets to meet the ASHRAE requirement of a minimum of 10 air changes per hour.

Elevator shaft

- The employer did not furnish employment and a place of employment which were free from recognized hazards that were causing or likely to cause death or serious physical harm to employees in that employees were exposed to falls in excess of four feet while reaching into elevator shaft without elevator car present.

Do you have a truly effective safety and health program?

- Clear rules and expectations?
- Employees understand the rules and expectations?
- An effective process to discover deviations from expectations?
- An effective enforcement program?

For updates

- **Visit OSHA's website for information:**
 - **www.osha.gov**
 - **QuickTakes biweekly newsletter**
- **Follow OSHA on social media**
 - **Twitter: @OSHA_DOL**

Questions?



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