



# **1910 General Industry Introduction to OSHA**

# Lesson Overview

## Purpose:

- ▶ To provide workers with introductory information about OSHA

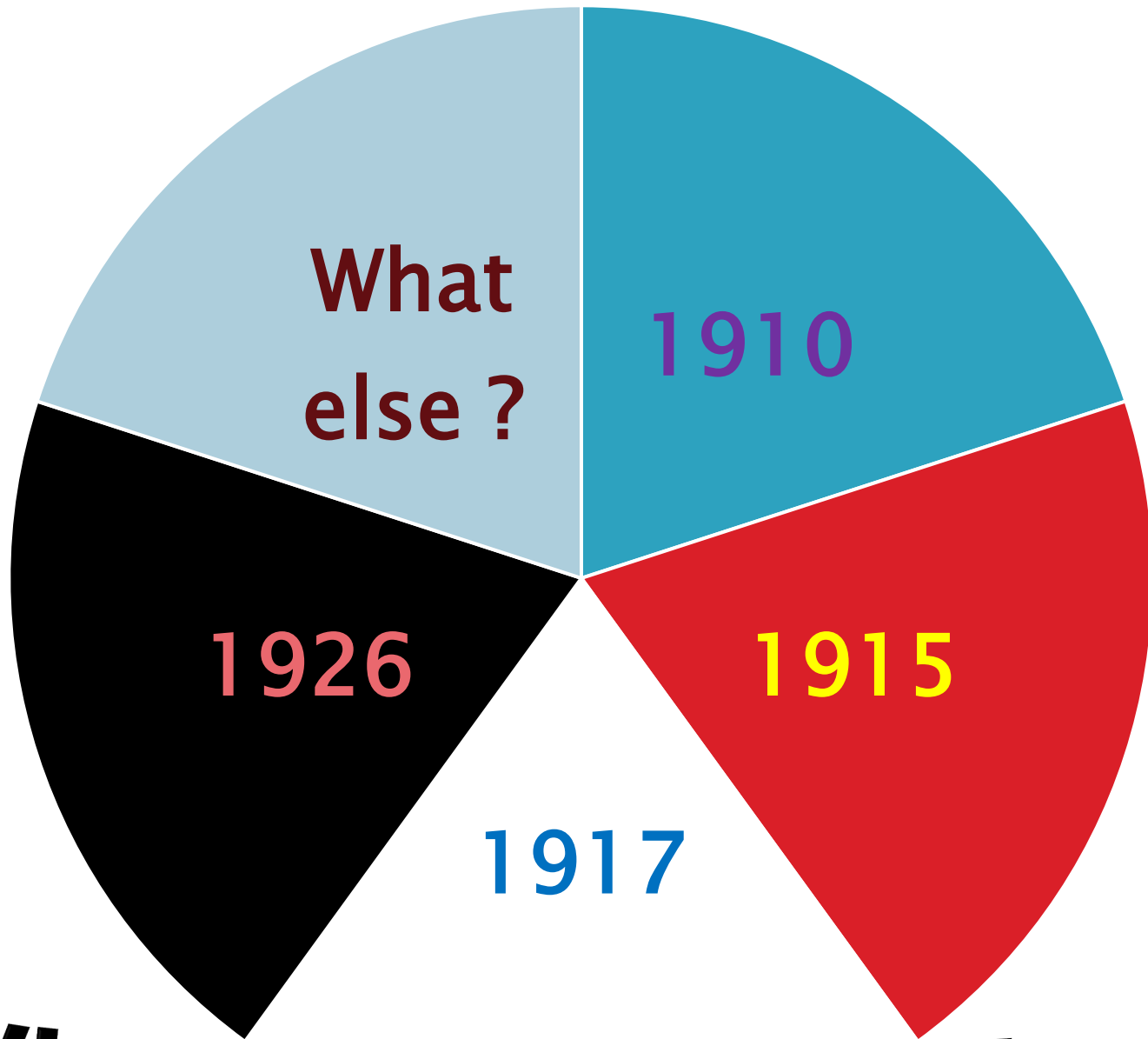
## Topics:

1. OSHA's Mission
2. OSHA Standards
3. Employer Responsibilities
4. Workers Rights & Responsibilities
5. Enforcing Standards
6. Reporting Safety Hazards
7. Whistleblower Protections
8. Worker Resources

# Discussion Questions

- ▶ When during your work experience did you first hear about OSHA?
- ▶ What did you think about OSHA then?
- ▶ What do you think OSHA's job is?





***What are the rules?***



## 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.*

### 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.



**Contact OSHA. We can help.**

1-800-321-OSHA (6742) • TTY 1-877-889-5627 • [www.osha.gov](http://www.osha.gov)



# Introduction to OSHA

Directorate of Training & Education  
OSHA Training Institute  
April 2018

# Important Definitions

- ▶ OSH Act – Occupational Safety & Health Act
- ▶ OSHA – Occupational Safety & Health Administration
- ▶ CFR – Code of Federal Regulations
- ▶ 29 CFR – CFR title for Labor
- ▶ 29 CFR 1910 – General Industry OSHA regulations
- ▶ SDS – Safety Data Sheet
- ▶ MSHA – Mine Safety & Health Administration



# OSHA in Hawaii

- ▶ Hawaii is one of 26 states & territories that have been granted the authority to implement their own state OSHA program
- ▶ State OSHA programs must be as stringent, or more so, than the Federal OSHA program
- ▶ The Hawaii OSHA program is called HIOSH – the Hawaii Occupational Safety and Health Division and is part of the Department of Labor and Industrial Relations
- ▶ The HIOSH telephone number is (808) 586-9100



# Why is OSHA Important to You?



- ▶ 5,190 workers were killed on the job in 2016
  - 4,836 in 2015
- ▶ More than 14 workers on average died every day
  - About 1 per day more than in 2015
- ▶ Approximately 2.9 million serious workplace injuries & illnesses were reported by private industry employers in 2016
  - 48,500 fewer than were reported in 2015

## OSHA Makes a Difference

- Worker deaths in America are down—on average, from about 38 worker deaths a day in 1970 to 14.2 a day in 2016.
- Worker injuries & illnesses are down—from 10.9 incidents per 100 workers in 1972 to 2.9 per 100 in 2016.

# OSHA' s Mission

- ▶ The mission of OSHA is to ensure safe & healthful working conditions for working men & women by setting & enforcing standards & by providing training, outreach, education & assistance.
- ▶ Some of the things OSHA does to carry out its mission are:
  - Developing job safety & health standards & enforcing them through worksite inspections
  - Providing training programs to increase knowledge about occupational safety & health

# OSHA Coverage Activity

Covered by OSHA?	Worker
YES <input checked="" type="radio"/> NO	1. Akamu Doe, a miner at Kapaa Quarry.
<input checked="" type="radio"/> YES <input type="radio"/> NO	2. Keanu Smith, one of 3 employees of Big Island landscaping.
YES <input checked="" type="radio"/> NO	3. Mahaelani Dell, an accountant in business for herself.
<input checked="" type="radio"/> YES <input type="radio"/> NO	4. Ulani Jones, one of 10 carpenters working for Woody, Inc.

# OSHA Standards

## *OSHA standards are:*

- ▶ Rules that describe the methods employers must use to protect employees from hazards
- ▶ Designed to protect workers from a wide range of hazards

## Four Groups of OSHA Standards

**General Industry\***

**Construction**

**Maritime**

**Agriculture**

*\*General Industry is the set that applies to the largest number of workers & worksites*

Where there are no specific standards, employers must comply with the General Duty Clause of the OSH Act.

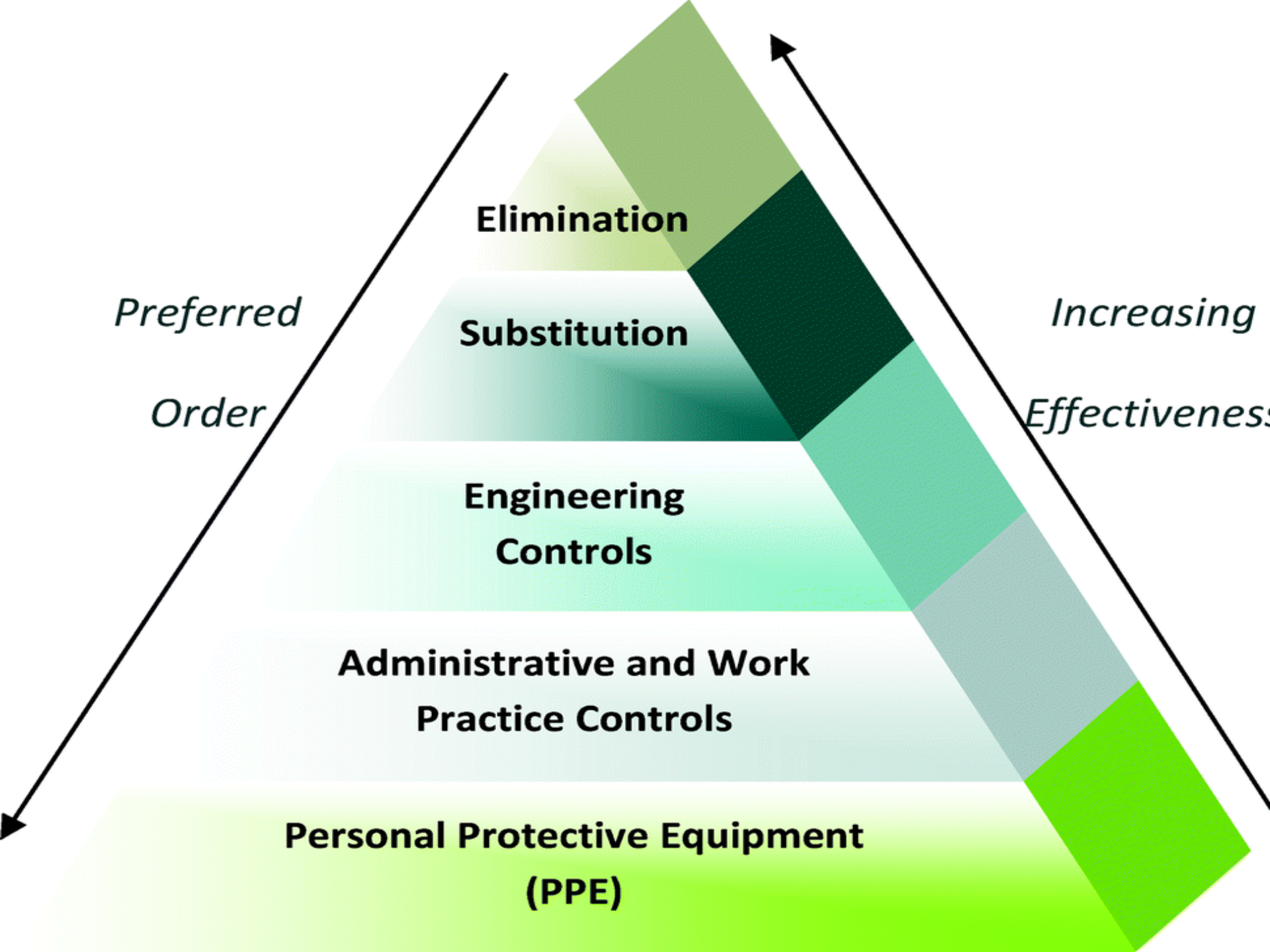
# OSHA Standards *(cont.)*

***These standards provide requirements for:***

- ▶ Noise exposure
- ▶ Chemical exposure
- ▶ Fall protection
- ▶ Scaffolding
- ▶ Right to know

***And the standards also:***

- ▶ Require the use of protective equipment
- ▶ Require employers to monitor certain hazards & keep records of workplace injuries & illnesses



# Most Frequently Cited Standards

Click: [Most Frequently Cited \(MFC\)](#) standards to view current data

*To search MFC data on this webpage:*

- ▶ “Select number of employees in establishment,” select **ALL** or one of the options listed
- ▶ “Federal or State Jurisdiction,” select **Federal** or, from the dropdown menu, a specific state
- ▶ “NAICS,” select **31, 32, or 33 for Manufacturing (General Industry)**
- ▶ Shown are search results for: All sizes of establishments, in Federal jurisdiction, with Manufacturing NAICS code 31

The screenshot shows the OSHA website's search interface. At the top, it says "UNITED STATES DEPARTMENT OF LABOR" and "Occupational Safety & Health Administration". Below this, there are navigation tabs for "For Workers", "For Employers", "Law & Regulations", "Data & Statistics", "Enforcement", "Training & Education", "News & Publications", and "On Escalator". The main heading is "Frequently Cited OSHA Standards". Below the heading, there is a search form with a dropdown menu for "Federal or State Jurisdiction" set to "Federal", a text input for "NAICS" set to "31", and a "Submit" button. There are also radio buttons for "Select number of employees in establishment" with options from "All" to "100+".

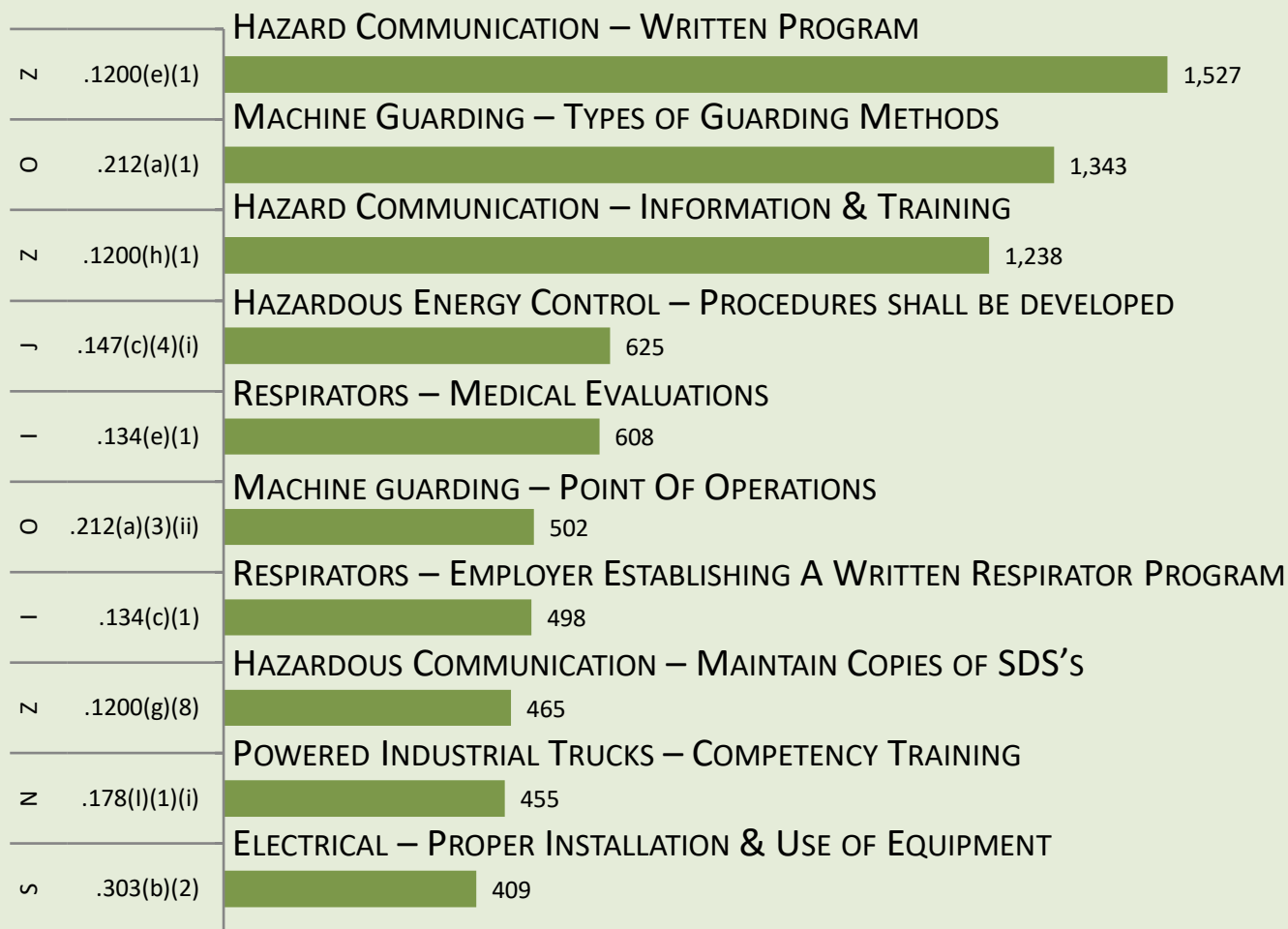
## NAICS Code: 31 Manufacturing (part 1 of 3)

Listed below are the standards which were cited by **Federal OSHA** for the specified NAICS Code during the period October 2014 through September 2015. For more information, see definitions.

Standard	Citations	Inspections	Penalty	Description
<b>Total</b>	2,803	798	\$6,195,208	All Standards cited for Manufacturing (part 1 of 3)
<a href="#">19100147</a>	412	230	\$1,470,327	The control of hazardous energy (lockout/tagout).
<a href="#">19100212</a>	240	223	\$1,495,096	General requirements for all machines.
<a href="#">19101200</a>	195	115	\$167,483	Hazard Communication.
<a href="#">19100119</a>	175	37	\$817,997	Process safety management of highly hazardous chemicals.
<a href="#">19100218</a>	157	94	\$421,100	Mechanical power-transmission apparatus.
<a href="#">19100305</a>	152	95	\$130,275	Wiring methods, components, and equipment for general use.
<a href="#">19100229</a>	134	90	\$282,910	Powered industrial trucks.
<a href="#">19100134</a>	107	59	\$116,196	Respiratory Protection.
<a href="#">19100302</a>	106	76	\$309,358	General requirements.
<a href="#">19100523</a>	98	83	\$303,193	Guarding floor and wall openings and holes.
<a href="#">19100132</a>	79	61	\$151,158	General requirements.

# MOST FREQUENTLY CITED SERIOUS VIOLATIONS IN GENERAL INDUSTRY 2017

29 CFR 1910.  
29 CFR 1910 SUBPARTS



NUMBER OF SERIOUS VIOLATIONS – FY 2017

Overall 1910 MFC



# Employer Responsibilities

- ▶ Provide a workplace free from recognized hazards & comply with OSHA standards
- ▶ Provide training required by OSHA standards
- ▶ Keep records of injuries & illnesses
- ▶ Provide medical exams when required by OSHA standards & provide workers access to their exposure & medical records
- ▶ Not discriminate against workers who exercise their rights under the Act (Section 11(c))
- ▶ Post OSHA citations & hazard correction notices
- ▶ Provide & pay for most PPE

# Worker Rights & Responsibilities

- ▶ You have the right to:
  - A safe & healthful workplace
  - Know about hazardous chemicals
  - Report injury to employer
  - Complain or request hazard correction from employer
  - Training
  - Hazard exposure & medical records
  - File a complaint with OSHA
  - Participate in an OSHA inspection
  - Be free from retaliation for exercising safety & health rights

# Worker Rights & Responsibilities

- ▶ The creation of OSHA also required workers to follow the OSHA rules.



- ▶ Section 5(b) of the OSH Act states:  
“Each employee shall comply with occupational safety & health standards & all rules, regulations, & orders issued pursuant to this Act which are applicable to his own actions & conduct”.

# Enforcing Standards

- The OSH Act authorizes OSHA compliance safety & health officers (CSHOs) to conduct workplace inspections at reasonable times
- OSHA conducts inspections without advance notice, except in rare circumstances (e.g., imminent danger)
- In fact, anyone who tells an employer about an OSHA inspection in advance can receive fines & a jail term

# Different Types of OSHA Inspections






- ▶ Imminent danger
- ▶ Fatality or hospitalizations
- ▶ Worker complaints / referrals
- ▶ Targeted inspections—  
Local Emphasis Program (LEP), National Emphasis Program (NEP), particular hazards or industries
- ▶ Follow-up inspections



# Employees May Participate in an OSHA Inspection

- Employee representative can accompany OSHA inspector
- Workers can talk to the inspector privately
- Workers may point out hazards & describe injuries, illnesses, or near misses that resulted from those hazards, as well as describe any concern you have about a safety or health issue
- Workers can find out about inspection results & abatement measures, & may object to dates set for violation to be corrected

# Reporting Safety Hazards

<b>Ways to Report Workplace Hazards</b>	
<b>Contact</b> 	Contact your team leader, supervisor, manager, safety committee, etc.
<b>Phone</b> 	Call the Regional or local office or 1-800-321-OSHA. [Provide your local office number.]
<b>Fax or Mail</b> 	Obtain the complaint form online at <a href="http://www.osha.gov">www.osha.gov</a> or from the local OSHA office.
<b>In Person</b> 	Visit the local OSHA Office. [A current list is of OSHA offices is at <a href="http://www.osha.gov">www.osha.gov</a> ]
<b>Online</b> 	File complaints online at the OSHA website at <a href="http://www.osha.gov">www.osha.gov</a>

# Reporting Safety Hazards

<b>How OSHA Responds to a Complaint</b>	
<i>If the Complaint is...</i>	<i>Then OSHA will...</i>
Filed over the phone, is not signed, or is not a serious hazard	Contact the employer by phone, fax, or email
About a serious hazard	Conduct an inspection at the worksite
Written, signed and submitted to the OSHA area or State Plan office	Most likely, conduct an onsite inspection
Submitted online	Handle most complaints using the OSHA phone/fax system, which means they may even be resolved by phone



# Whistleblower Protections

- Workers have a right to seek safety & health on the job without fear of punishment
- This right is spelled out in Section 11(c) of the OSH Act
- Workers have 30 days to contact OSHA if they feel they have been punished for exercising their safety & health rights

**Handout #3:  
Your Rights as a Whistleblower**

# Worker Resources

## *Sources inside the workplace:*

- Employer or supervisor, co-workers, & union representatives
- Safety Data Sheet (SDS) for information on chemicals
- Labels & warning signs
- Employee orientation manuals or other training materials
- Work tasks & procedures instruction

# Worker Resources

## *Sources outside the workplace:*

- OSHA website: <http://www.osha.gov> & OSHA offices (you can call or write)
- Compliance Assistance Specialists in the area OSHA offices
- National Institute for Occupational Safety & Health (NIOSH) – OSHA's sister agency
- OSHA Training Institute Education Centers
- Doctors, nurses, or other health care providers
- Other local, community-based resources

# Quiz for the Introduction to OSHA Session

Test your knowledge on the following six questions on the material we just covered.

# Quiz for the Introduction to OSHA Session

1. OSHA's mission is to:
  - a. Protect the safety & health of the general public
  - b. Protect the safety & health of America's workers
  - c. Ensure that all workers receive the federal minimum wage
  - d. Ensure that all workers receive adequate worker's compensation payments
  
2. The creation of OSHA provided this important right to workers:
  - a. The right to equal employment opportunities
  - b. The right to privacy
  - c. The right to pension benefits
  - d. The right to a safe & healthful workplace

# Quiz for the Introduction to OSHA Session

3. During an OSHA inspection:
  - a. Worker representatives are not permitted to accompany the inspector
  - b. You may not describe safety & health concerns you have to the inspector
  - c. Employers determine which workers are interviewed
  - d. You have a right to talk to the inspector privately
  
4. The right of workers to seek safety & health on the job without fear of punishment is spelled out in:
  - a. State laws
  - b. The OSHA standards
  - c. Section 11(c) of the OSH Act
  - d. The General Duty Clause

# Quiz for the Introduction to OSHA Session

5. One of the main responsibilities workers have under OSHA:
  - a. Follow all appropriate safety & health rules
  - b. Wear all required personal protective equipment
  - c. Participate in an OSHA inspection when asked
  - d. All of the above
  
6. OSHA requires employers pay for most required personal protective equipment (PPE), including:
  - a. Uniforms
  - b. Logging boots
  - c. Hard hats
  - d. Weather-related gear

Through the Alliance between OSHA's 10 Regional Offices and the Elevator Contractors of America (ECA), Elevator Industry Work Preservation Fund (EIWPF), International Union of Elevator Constructors (IUEC), National Association of Elevator Contractors (NAEC), National Elevator Industry Educational Program (NEIEP), and National Elevator Industry Inc. (NEII), collectively known as The Elevator Industry Safety Partners, developed this Industry Specific Training for informational purposes only. It does not necessarily reflect the official views of OSHA or the U.S. Department of Labor. May 2021

Under the Occupational Safety and Health Act, employers are responsible (<http://www.osha.gov/as/opa/worker/employer-responsibility.html>) for providing a safe and healthy workplace and workers have rights (<https://www.osha.gov/workers>). OSHA can help answer questions or concerns from employers and workers. OSHA's On-Site Consultation Program (<https://www.osha.gov/consultation>) offers free and confidential advice to small and medium-sized businesses, with priority given to high-hazard worksites. For more information, contact your regional or area OSHA office (<https://www.osha.gov/contactus/bystate>), call 1-800-321-OSHA (6742), or visit <https://www.osha.gov/>.





**Thank You!**