

# IIPP ESSENTIALS

## TITLE 8 CAL/OSHA ESSENTIALS NAVIGATING THE REGULATIONS



# TODAY'S DISCUSSION

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- Discuss what is an IIPP
- Why is it needed?
- What are the elements?



# WHAT IS AN INJURY & ILLNESS PREVENTION PROGRAM?

- **Also commonly referred to as the IIPP**
  - Umbrella or outline over your company operations and processes
  - Contains & addresses in MACRO-VIEW
    - 8 Key Safety Elements that is applicable to all industries
- **Required of all employers with 5+ EE's**
- **Designed to help ERs provide better workplace protection for their employees, and to reduce losses resulting from accidents and injuries.**



# IIPP – WHY IS IT NEEDED?

- Cal/OSHA requirement since 1991
- IIPP is your safety policy and procedure
- Provides guidance for managing safety program
- Starts at the top – Management commitment key for effective program
  
- Number 1 Cal/OSHA fine



# IIPP REQUIREMENTS

- Safety responsibility assigned
- Establish a system for ensuring compliance
- Effective communication of program
- Procedures for identifying and evaluating workplace hazards
- Investigate injuries and illness
- Procedures for correcting unsafe or unhealthy conditions
- Provide training and instruction
- Recordkeeping & documentation



# IIPP – 1. RESPONSIBILITY

- **IIPP Responsibility Assignments**
  - Owners, executive managers, Superintendents
  - Safety program administrator
  - General Supervisors
  - Principals
  - Managers
  - Employees



# IIPP – 2. SAFETY RULES

- **Sanctions and Enforcement**
  - Safety rules must be written, communicated and understood (Code of Safe Practices)
  - Consequences for non compliance to safety rules and regulations
  - Applies to employees, managers and supervisors
  - Progressive disciplinary actions documented
  - Depending on severity, rule violation could result in immediate termination



# IIPP – 3. SAFETY COMMUNICATION

- **Effective Safety Communication**
  - Safety Committee
  - Employee Report of Unsafe Condition
  - Safety Bulletin Board
  - Safety meetings vs. OSHA compliant training
  - Rewards and recognition programs
  - Safety goals and objectives



# IIPP – 4. HAZARD IDENTIFICATION

- **Hazard Identification Procedures**
  - Regular scheduled inspections that are documented
  - Applies to all operations (frequency depends on the hazards)
  - Inspections should be conducted when:
    - there are changes in the operations
    - previously unrecognized hazards are reported
    - an employee is injured on the job (investigation)



# IIPP – 5. ACCIDENT INVESTIGATION

- **Investigate injuries and illness**
  - Conducted by supervisor following a OSHA recordable injury
  - Completed within 24 hours
  - Events that took place leading up to the accident
  - Unsafe conditions and unsafe practices identified
  - Job factors and personal factors
  - Corrective actions needed to prevent similar situations
- **Notify safety program administrator immediately**
- **Executive management should be notified of all lost time injuries, what caused it and corrective actions taken**



# IIPP - 6. CORRECTION OF HAZARDS

- **Upon identification of hazards, unsafe or unhealthy conditions, or unsafe practices:**
  - Corrected in a timely manner
    - When observed or discovered
    - When imminent hazard exists, employees will be removed from area
  - Assign task to designated safety person
  - Provide completion timeframe
  - Retain documentation for 3 years



# IIPP – 7. SAFETY TRAINING

- **Provide Training and Instruction**
  - Upon hire and prior to work assignment
  - When new tasks and equipment for which training has not been previously provided
  - When new substances, procedures or equipment represent a new hazard
  - Whenever employer is made aware of new or previously unrecognized hazard
  - Only qualified persons will operate equipment or machinery (Title 8, CSO, Section 1510)
- **Document all training**



# IIPP – 8. RECORDKEEPING

- DOCUMENT!
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- Good Rule of thumb is to maintain all records for a minimum of 3 years.

