Occupational Safety and Health Protection For Employees of the Department of Agriculture

The Occupational Safety and Health Act of 1970, Executive Order 12196 and 29 CFR 1960 require the heads of Federal agencies to furnish to employees places and conditions of employment that are free from job safety and health hazards.

Responsibilities of Your agency

1. General Requirements
The Secretary of Agriculture and each USDA agency head will furnish USDA employees places and conditions of employment that are free from recognized on-the-job safety and health hazards that are causing or likely to cause death or serious physical harm.

2. OSHA Regulations
All USDA agencies will comply with applicable regulations of the Occupational Safety and Health Administration and the Department of Agriculture.

3. Reporting Hazards
USDA will respond to employee reports of hazards in the workplace within 24 hours for imminent dangers, 3 days for serious conditions, and 20 days for others. A log of such reports will be maintained by each USDA agency.

4. Workplace Inspections
USDA will insure that each workplace is inspected at least annually by a qualified safety and health inspector for hazardous conditions. More frequent inspections will be conducted where there is an increased risk of accident, injury, or illness due to the nature of the work performed. USDA will post Notices of Unsafe or Unhealthful Working Conditions found during the inspections for a minimum or three working days, or until the hazard is corrected, whichever is later.

5. Correction of Unsafe Conditions
USDA will take prompt action to assure that hazardous conditions are eliminated. Imminent danger conditions will be corrected immediately.

6. Safety and Protective Equipment
USDA will acquire, maintain and require use of appropriate protective and safety equipment.

7. Safety and Health Training
USDA will provide occupational safety and health training for employees.

8. Reporting Accidents, Injuries and Occupational Illnesses
Supervisors must submit a supervisor's report of accidental injury/illness for all work-related accidents, occupational illnesses experienced by employees under their supervision. Each USDA establishment or other central employee reporting site will maintain a log of accidents, injuries and illness for that location.

9. Safety and Health Committees
USDA agencies may form safety and health committees that include both management and employee representatives.

Employee Responsibilities

1. Compliance with Standards
Employees shall comply with all OSHA and approved USDA occupational safety and health standards, policies and operating procedures.

2. Safety and Protective Equipment
Employees shall use appropriate protective and safety equipment provided by USDA.

Rights of Employees and Their Representatives

1. Participation in Safety and Health Program
Employees and their representatives shall have the right to participate in the USDA Safety and Health Program. Employees shall be authorized official time for these activities.

2. Access to Records and Documents
Employees and their representatives shall have access to copies of applicable OSHA and other recognized standards and regulations; USDA agency safety and health policies and directives; and accident, injury and illness statistics of the USDA.

3. Reporting Hazards
Employees and their representatives shall have the right to report unsafe or unhealthful working conditions to appropriate officials and to request an inspection of the workplace. The name of the employee making the report will be kept confidential if requested.

4. Freedom from Fear of Reprisal
Employees and their representatives are protected from restraint, interference, coercion, discrimination, or reprisal for exercising any of their rights under the USDA Safety and Health Program.

Responsible Officials
The Safety and Health Designee for this workplace is:

(Name)
and may be contacted at

(Telephone Number)
The Designated Agency Safety and Health Official (DASHO) for this workplace is:
Marty Bright-Rivera, NRCS, Auburn, AL

(Name)
and may be contacted at:
334-887-4516

(Telephone Number)
The USDA Headquarters Director, Safety and Health Management Division may be contacted at:
James Stephens 202-720-8248

Further Information
This notice highlights the USDA employee job safety and health program. More information about your agency program or its standards and procedures may be obtained from the workplace Safety and Health Designee.

Washington, D.C.
1999

Secretary
US Department of Agriculture

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