

Safety and Health Program (IIPP) Self-Audit Worksheet

Components (1 to 6) are required by Cal/OSHA: CCR Title 8 § 3203. Component 7 is optional.

- Y N 1. **Is the safety program in writing?**
- Is the person with authority and responsibility for safety identified?
- Y N 2. **Is there a procedure/program to ensure employees comply with "safety and health" work practices?**
- Is there a safety recognition program?
 - Is there a disciplinary program?
 - Are there training and retraining programs?
- Y N 3. **Is there a program for communicating safety-related materials to employees?**
- Is the material presented easily understood by all employees?
 - Does the program encourage employees to report hazards?
- Y N 4. **Is there a procedure to identify, evaluate and correct workplace hazards?**
- Is an evaluation done when new substances, procedures or equipment are introduced, or the employer becomes aware of previously unrecognized hazards?
 - Is there a priority system for corrective action based on hazard severity?
 - Is there a method or procedure to correct unsafe/unhealthy conditions and work practices?
 - Is there a procedure to safeguard employees while abating imminent hazards?
 - Are inspections conducted on a regular and posted schedule?
 - Are the inspections documented and noted items tracked to satisfactory completion?
- Y N 5. **Is there an accident investigation program?**
- Does it cover occupational injury?
 - Does it cover occupational disease?
 - Are accident investigations reviewed and corrective actions followed up on?
- Y N 6. **Is there a training program covering general safe and healthful work practices?**
- Is there training for specific job hazards?
 - Is training provided to all newly hired employees?
 - Is training provided when an employee takes on a new job assignment?
 - Is training provided when new substances, procedures or previously unrecognized hazards are identified?
 - Is supervisor safety training provided?
- Y N 7. (Optional) **Is there a labor/management safety and health committee? If yes, does the committee:**
- Meet at least quarterly?
 - Prepare, distribute and maintain written records of the meetings?
 - Review worksite inspections?
 - Review accident and/or incident investigations?
 - Review referrals of hazardous conditions or work practices?
 - Review and submit recommendations concerning safety suggestions?
 - Verify abatement action when requested by CAL/OSHA?

Additional Exposure-Based Safety Programs

- Y N Is there a hazard communication program?
- Y N Is there an emergency action plan?
- Y N Is there a fire prevention plan?
- Y N Is there a lockout/tagout program?
- Y N Is there a respiratory protection program?
- Y N Is there a hearing conversation program?
- Y N Is there a confined space entry program?
- Y N Is there an OSHA recordkeeping program?
- Y N Is there a bloodborne pathogen program?
- Y N Is there a fall protection program?
- Y N Is there a violence prevention plan?
- Y N Is there a driver safety program?
- Y N Is there an ergonomic program?

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