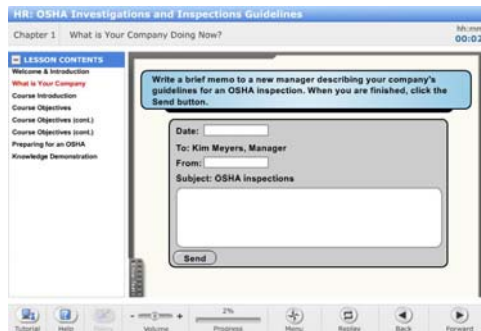


HR: OSHA Investigations and Inspections Guidelines

The moment OSHA inspectors arrive to perform an investigation is not the time to get your house in order. Compliance with OSHA regulations requires planning, preparation, training, follow-up, and review. This course teaches management, supervisors, safety professionals, human resources professionals, and others in your organization what to expect and how to properly respond when inspected by OSHA.



Objectives:

- Recognize what prompts an OSHA inspection
- Describe how to prepare for an OSHA inspection
- Specify how to respond to the OSHA inspector that arrives at your front door
- Describe what to expect from the OSHA inspector including the opening conference
- Respond to questions from the OSHA inspector
- Describe how to provide safety documentation to the OSHA inspector for review
- Identify personal and corporate rights regarding confidential and proprietary information
- Describe what to do as the OSHA inspector walks around your facility
- Describe steps in maintaining side-by-side documentation of the inspection
- Recognize what to expect when the OSHA inspector interviews employees
- Describe what to expect during the closing conference
- Describe a process for fulfilling safety hazard abatement expectations
- Describe the steps in responding to a citation
- Recognize legal rights to appeal
- Describe successful participation in informal conferences and settlement agreements

Audience: Managers, supervisors, and employees in all organizations subject to OSHA inspections and investigations.



Primary Regulations: OSHA 29CFR 1904 NEW, Recording and Reporting Occupational Injuries and Illness

Related Regulations: OSHA 29CFR 1910.1200, Hazard Communication; OSHA 29 CFR 1910.38, Emergency Action & Fire Prevention; OSHA 29 CFR 1910.120, Hazardous Materials Emergency Response; OSHA 29 CFR 1910.95, Hearing Conservation Program; OSHA 29 CFR 1910.147, Hazardous Energy Control Program (Lockout); OSHA 29 CFR 1910.134, Respiratory Protection Program; OSHA 29 CFR 1910.146, Confined Space Entry Program; OSHA 29 CFR 1910.1030 Exposure Control Plan (Bloodborne Pathogens)

Duration: 45-60 minutes



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