Forest Activities
Safety and health management
An Oregon OSHA pocket reference

Management commitment

The employer must:

1. State the purpose of the safety and health program.
2. Identify the safety and health personnel and resources that will be used to implement the program.
3. Establish a labor/management policy that provides for ongoing evaluation of employees' safety performance.
4. Establish a disciplinary policy to address unsafe work practices.
5. Assign responsibility, authority, and accountability for worker safety and health to all employees who supervise or direct work activity.
6. Authorize competent person(s) for each jobsite to:
   a. Supervise all personnel at the site.
   b. Enforce the company's safety-and-health program.

Training

The employer or authorized representative must:

1. Provide job-safety and health instruction and training to all employees (also supervisors) that is adequate for the work task. They must receive training before:
   a. Starting their initial work assignment.
   b. Being assigned new work tasks, tools,equipment, machines, or vehicles.
2. Evaluate employees who have received job safety and health instruction.
3. Provide job-safety and health instruction and training in:
   a. Safe performance of assigned work tasks.
   b. Work procedures, practices, and requirements of the employer's work site.
   c. Recognition of safety and health hazards associated with the employee's work tasks, including measures and practices that prevent or control those hazards.
   d. Safe use, operation, and maintenance of tools, equipment, machines, and vehicles used by the employee, including following the manufacturer's instructions.
   e. Requirements of this standard and hazards of the industry.
4. Require each employee receiving job-safety and health instruction:
   a. To work under the close supervision of a qualified person.
   b. To demonstrate the ability to perform the work assignment safely before working independently.
5. Ensure that a qualified person conducts job safety and health instruction and training.
6. Ensure that job-safety and health instruction and training:
   a. Is presented in a language and manner that is understandable to employees.
   b. Is appropriate for the skill level of employees.

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7. Keep written records of job-safety and health instruction for each employee, containing:
   a. Who was instructed or trained.
   b. Date of instruction or training.
   c. Description of the training.
   d. Name of the trainer.

Supervisory responsibilities

The employer or authorized representative must:

1. Supervise all employees on site and enforce the company's safety-and-health program.
2. Verify that all employees:
   a. Can safely perform assigned work tasks.
   b. Have received adequate job-safety instruction and training.
3. Periodically review the safety performance of each employee.
4. Provide job-safety and health instruction, training, or disciplinary action to employees who work unsafely.
5. Closely supervise each employee receiving job safety and health instruction and training.
6. Require employees to demonstrate the ability to perform work tasks safely before permitting them to work independently.

Employee involvement

The employer or authorized representative must:

1. Encourage employees to participate in site planning and the pre-work safety meeting.
2. Require employees to report safety and health hazards.
3. Require qualified employees to take corrective action and to eliminate hazards.
4. Conduct monthly employee safety meetings.
   a. Keep written minutes and attendance records for three years.
   b. Make the minutes available to all employees.

Hazard identification and control

The employer or authorized representative must:

1. Implement a procedure for monthly safety inspections of all worksites, vehicles, machines, equipment, and work practices.
2. Identify who will complete the monthly safety inspections.
3. Implement procedures to report and correct hazardous conditions.

Accident investigation

The employer or authorized representative must:

1. Investigate every employee fatal and recordable injury/illness to determine the cause.
2. Discuss "near misses" with employees.
3. Identify measures to prevent recurrence of near misses, fatal and recordable injury or illness.
4. Inform all employees of preventive measures resulting from investigations.
5. Take steps to prevent recurrence of accident.
6. Keep a written record of fatal and recordable injury/illness investigations and corrections for three years.

Annual program evaluation

1. The employer must evaluate the safety and health program annually.
2. Program evaluation must include methods and procedures used to identify and revise program deficiencies.
3 Keep written findings of the annual evaluation for three years.