

## ***Congratulations on a long and successful partnership***

Oregon OSHA and the American Society of Safety Engineers (ASSE) have been working together to make Oregon's workplaces safe and healthful for over 50 years. Representatives from the Columbia-Willamette Chapter of ASSE and OR-OSHA recently gathered on the steps of the Oregon Convention Center to acknowledge this partnership and participate in the official kick-off ceremony for the 1999 Governor's Occupational Safety and Health Conference, scheduled for March 8-11.

ASSE officers Eric Fullan and Karen Blythe presented a framed certificate to Peter De Luca, Administrator of Oregon OSHA in recognition of Oregon OSHA's outstanding commitment, partnership, and contribution to the Columbia-Willamette Chapter of ASSE. "Oregon OSHA and ASSE will continue to depend upon and trust each other," said Fullan, "working together toward the common goal of safe and healthful workplaces."



*ASSE and OR-OSHA representatives gather for kick-off ceremony.*

See "**Congratulations**" page 2

## ***An outreach effort that worked***

*By Ellis Brasch  
Management Analyst, Oregon OSHA*

Here's a story about a decision that evolved in ways that weren't planned or set in stone. No one could have predicted the outcome or the sequence of events that grew out of the decision. What's interesting is *how* this decision became a good one.

Early in 1997, Marilyn Schuster, manager of OR-OSHA's Standards and Technical Resources Section, decided to target a high-hazard Oregon industry for an outreach effort. Her intent was to find an industry with a history of high injury rates, contact the employers, and offer to work with them to reduce the rates. Technical Section staff sifted through five years of OSHA 200 survey and workers' compensation claims data, then narrowed their focus to a handful of industries. Of those industries, producers of manufactured homes, had high

See "**Outreach**," page 4

## ***What's inside . . .***

<i>Administrator's Message</i> .....	3
<i>Mike Greenfield, director of DCBS</i> .....	5
<i>Are you ready for the year 2000?</i> .....	5
<i>Eye hazards in the workplace</i> .....	6
<i>Safety Notes</i> .....	7-9
<i>Hazard Alert</i> .....	10
<i>Oregon OSHA's new agriculture standard</i> .....	11
<i>How did we do?</i> .....	12
<i>Shared resources help us all</i> .....	13
<i>Ask OR-OSHA</i> .....	14
<i>Article submissions</i> .....	15



*"Congratulations," from page 1*

## History

The first statewide conference was at the Marion Hotel Conference Headquarters in Salem on September 25 and 26, 1944. It featured "training sessions," a "luncheon period," and "recess." The "Safer Oregon" publication published by the State Industrial Accident Commission (now known as Oregon OSHA) stated, "The success of this conference has made it certain that others like it will be held." This prophetic statement has proven to be true. Fifty years later the conference attendance continues to grow.

Safety and health conferences in the '40s usually attracted 50 to 100 people. A "training session" met in a room, with participants sitting around a conference table. Conferences in the '50s and '60s grew to 1,000 attendees and included specialized programs called "industry sections," and exhibitors displayed their products and services. Labor and management cooperation was strengthened during this time and became a theme for future conferences. *Safer Oregon* magazine published industry-specific recommendations for workplace safety and health, based on ideas that came out of the conferences.

Beginning in the '70s, conferences focused on the new Occupational Safety and Health Administration. The Oregon Governor's Conference featured Accident Prevention Division trainers and nationally known speakers. Awards were given to companies and individuals who made significant contributions in the field of occupational safety and health, and programs addressed a wide variety of safety and health issues.



*Pete De Luca receives award from Eric Fullan*

## GOSH 99

Between 1944 and today, the GOSH Conference became the largest safety and health conference in the Northwest. In 1997, it attracted more than 4,000 safety and health professionals and practitioners. Oregon OSHA and ASSE continue to work together to improve and expand the conference.

The '99 conference offers 20 full-day workshops on agriculture, healthcare, construction, industrial hygiene, emergency response, ergonomics, safety committee issues, incident investigation, communications, safety and health management, and training. Attendees can choose from more than 80 state-of-the-art training sessions, and the Exhibit

Hall will house more than 180 exhibitors demonstrating the latest safety and health products and services. For the first time, the conference is offering evening sessions especially for small-business people. ■

## Oregon Governor's Occupational Safety & Health Conference

March 8-11, 1999

Oregon Convention Center  
Portland, Oregon

- ◆ 20 professional development workshops
- ◆ More than 80 training sessions
- ◆ Over 180 exhibit booths
- ◆ How-to equipment demonstrations
- ◆ 1999 Governor's Conference Awards Ceremony and Luncheon

1999  
GOSH

Leadership into the millennium

For information contact:

(503) 378-3272 (V/TTY)  
or (888) 292-5247, option 1

Fax: (503) 947-7462

Mail: GOSH, PO Box 5310,  
Salem, Oregon 97304

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Joint effort of ASSE,  
Columbia-Willamette Chapter,  
Portland and Oregon OSHA

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# Administrator's Message



*Peter De Luca*

Earlier this year, OR-OSHA announced plans to change the administrative rules in Division 1. Division 1 contains the procedural rules by which we operate. It deals with how OR-OSHA conducts inspections, what penalties are available, and how appeals are made. Other sections of Division 1 deal with insurers and self-insured employers.

As with any change, the changes in Division 1 have met with significant concern for how they'll change the relationships between OR-OSHA, employers, and their employees. Some of this concern stems from the fact that people generally resist change as a matter of principle. After all, change forces people to do differently those things that have become familiar. Still, if the changes will alter the good relationships between OR-OSHA and the entities it regulates, maybe the changes should not occur. The relationships are very important.

When I began my job as administrator of OR-OSHA, it became evident to me that we were expending lots of time and energy and money on issues that have little or nothing to do with workplace safety and health. Much of the "discussion" of these issues took place between lawyers in hearings.

Some of the discussion resulted in citations being set aside, although OR-OSHA's recent win-to-loss rate in hearings is over 75 percent and OR-OSHA's historic win-to-loss rate in the Court of Appeals is nearly 100 percent.

Many of the proposed changes in Division 1 are designed to eliminate insignificant arguments that have diverted attention from workplace safety and health. Many other changes are designed to make the process clearer and easier to follow. The goal of these changes is to refocus the discussion on safety and health, not to undermine or take away substantive rights of employers or employees. As we engage in our discussion of the proposed changes, if we find places where substantive rights of parties have been abridged, we will adjust and reverse those situations.

The rule process to date has shown us several things. Many people think that we can improve the system. On the other hand, there are differences of opinion about how to change the system. The process also showed us that we made a mistake by not involving stakeholders in the discussions prior to publishing the proposal. We have listened and

heard the concerns that people have about being left out of the process. We should have included stakeholders sooner, but we will now remedy that situation.

Several individuals and groups have volunteered to help OR-OSHA develop rule changes that would have widespread acceptance. This idea has much merit.

The Division 1 rule change comment period will be extended to June 30, 1999. We intend to create a task force to make recommendations for rule changes. Should you or your organization be willing to volunteer time to work on this project, please contact Marilyn Schuster, (503) 378-3272.

In conclusion, the proposal to change Division 1 rules is an open and continuing process. OR-OSHA has proposed rule changes to start the ball rolling. We will be seeking more input before we are ready to adopt rules. Some changes are needed. But no changes will be made until more discussion has occurred. It is our goal in this process to accommodate the needs of the majority and not make changes that will hurt the parties or the process.

A handwritten signature in black ink, appearing to read 'P. De Luca'.

**“Outreach,”** from page 1

injury rates and three other characteristics that moved them into the winner’s circle: the largest employment (compared to the other industries), the largest concentration of facilities relatively close to Salem, and primary workers, assemblers, whose injuries accounted for the largest proportion of total injuries.

During the summer of 1997, Greta Coe, an Oregon State University student working as an OR-OSHA intern, started the outreach effort. She contacted employers, visited their facilities, and wrote a report describing significant injuries within the industry. Later that summer, Technical Section staff met with manufactured-home representatives to discuss the report and to solicit ideas for a future OR-OSHA guidebook on safe work practices for the industry. That meeting led to two more meetings before the year ended. The meetings helped OR-OSHA get to know industry representatives, but they weren’t building a sense of direction for the group. Fortunately, one of the meeting attendees was Don Miner, executive director of the Oregon Manufactured Housing Association (OMHA). Don was concerned about the industry’s high injury rates and offered to host a lunch-time safety forum at the OMHA office in Salem so that everyone could share ideas for improving workplace safety and health.

Representatives from virtually all of the state’s manufactured home facilities attended the first OMHA-sponsored meeting on March 13, 1998. OR-OSHA Technical Section staff began the session

with an overview of injury trends within the industry and a review of basic safety management concepts. Afterwards, attendees discussed what they wanted to accomplish through future meetings.

Objectives included:

- Hold regularly-scheduled meetings to share ideas on best practices
- Elect officers and record the minutes of each meeting
- Share safe work practices that reduce injuries and illnesses
- Establish an injury/illness baseline to evaluate whether knowledge gained at the meetings was having an impact at the plant level
- Invite safety/health professionals

to speak to the group on safety issues

- Tour attendees’ facilities to observe plant safety practices

The March 13 meeting put the forum on a solid foundation. OMHA continues to host the monthly meetings and the group has followed through on each of its initial objectives. Most recently, Palm Harbor Homes of Millersberg hosted lunch and a tour of their facility. This success story demonstrates not only that the public and private sector can work together effectively, but that the Oregon manufactured home industry was willing to take the lead in improving worker safety and health in their facilities. ■

OR-OSHA would like to thank Don Miner, Maureen Kuhlman, OMHA secretary, and representatives from the following firms for a successful outreach effort:

*Marlette/Shult Homes*  
*Golden West Homes*  
*American Home Star Corp./Guerdon*  
*Fleetwood Homes of Oregon*  
*Western Homes/Silvercrest*  
*Palm Harbor Homes*  
*Skyline Homes/Homette*  
*Fuqua Homes*  
*Blazer Industries*  
*Redman Homes*

## Mike Greenfield, director of DCBS

Mike Greenfield of Salem is the new director of the Department of Consumer and Business Services (DCBS). Greenfield, who most recently served as deputy secretary of state, replaces Kerry Barnett, who left the position in January. The Oregon Senate approved Greenfield's appointment in June, and he took over July 1. The director also serves as state insurance commissioner.

"DCBS programs have an impact on virtually every business in Oregon and play a critical role in serving consumers and workers from all walks of life," Governor John Kitzhaber said. "Mike knows how to bring together the diverse interests needed to keep those programs suc-

cessful." Greenfield served as deputy secretary of state from 1991 until his appointment as director of DCBS. He was legislative administrator from 1986 to 1991. He also serves as the chair of the Oregon Commission on Children and Families and as a board member of Howard Street Charter School in Salem. DCBS is the state's largest regulatory and consumer protection agency. The department regulates insurance, banking, securities, building codes, occupational safety and health, workers' compensation, and real estate appraisers. It also includes energy conservation, consumer protection, and education programs. ■



Mike Greenfield

## Are you ready for the year 2000?

In just a little more than a year we'll be entering the new millennium! You've heard about it. It's in the newspapers, on television, and the radio. It's fuel for political cartoons and jokes on late-night television. Y2K, what is it really and how does it affect you?

Many older computer systems store dates in two-year formats without the century and assume that all centuries are 19 for calculations. Thus, applications will be unreliable if they are not fixed, because they will treat the year 00 as 1900, not 2000. Any calculations using a two-year date will be incorrect. For example, if you were born in 1968, on New Years Eve, 1999, an older computer would calculate your age as 31, but on New Years Day, 2000, you would be 68, and eligible for Social Security! To solve the problem, dates should be stored with the century years and we should use a

full four-digit year in all date processing calculations.

Almost anything managed or controlled by a computer could be affected. That could mean a personal computer (PC), automatic locking/unlocking doors, air conditioning systems, traffic signals, automobiles, copiers, VCRs, and software programs. Computer databases used for managing safety and health programs activities are also subject to Y2K compliance. Your first Y2K encounter could be as near as January 1, 1999. An older system looking forward one year may experience difficulty at the first appearance of "99" in a date field, causing processing errors or time error faults.

Are you and your business ready to deal with how this computer problem may affect workplace safety and health? What can you do? You can be aware and not assume that your computer-chip-based equipment and



systems are Y2K-compliant. Make a list and contact equipment manufacturers.

If you use personal computers in your business, don't assume that a new PC is Year-2000 ready. Test your computer's century capabilities. The U.S. Small Business Administration has published a test on the Web at: [www.sba.gov/y2k/indexcheck.html](http://www.sba.gov/y2k/indexcheck.html) or call 1-800-ASK-SBA. Recent legislation signed by President Clinton created a Web site containing additional information and links to the latest solutions for consumers, small business and local governments, [www.y2k.gov](http://www.y2k.gov). ■

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# Eye hazards in the workplace

By Tracy Weeks

Enforcement Analyst, Oregon OSHA

Of all the major human organs, the eye is perhaps the most vulnerable to occupational injuries. Protection against eye injuries is unquestionably important in occupational safety and health. Approximately 1,000 American workers injure their eyes in work-related accidents each day.

The eye is composed of highly specialized and delicate tissue. This tissue does not react to injury in the same way as other body tissue. The cornea, lens, and humors, for instance, are clear. To maximize their transparency, they are nourished by very few blood vessels and therefore, do not heal quickly. The retinal tissue is made mostly of nerves, and nerves do not regenerate.

Protective equipment for the eye is simply apparatus to improve or extend the eye's natural defenses which are the bony ridge, the blink, and the tear glands. These natural defenses are usually adequate to protect against small foreign objects and to wash away small amounts of mildly toxic liquids, but they cannot protect against industrial eye hazards such as high-speed particles or caustic powders and liquids.

Of physical injuries to the eye, penetration by foreign bodies is the most common. Although an eye injury from a foreign object may seem inconsequential after the object is removed, there is potential for infection that could lead to irreversible damage to the eye.

Chemicals such as strong acids and alkalis may cause serious splash burns to the eye. Caustics (alkalis) are much more injurious to the eyes than acids. In general, the higher the pH, the greater the danger to the eye. After an alkali-splash eye accident, an injured eye may deteriorate rapidly for several days. An alkali will continue to soak into the tissue as long as it remains in the eye. The end result of an alkali burn is usually a scar on the cornea.

strong stinging sensation when in contact with the eye, but may cause no damage if contact is brief.

Chemical splash injuries to the eye require prompt first-aid treatment consisting of immediate irrigation lasting at least 15 minutes, with low-pressure water. Such irrigation should be with plain water from standard eyewash fountains, emergency showers, hoses, or any other available sources. The purpose of emergency flushing is to dilute and remove harmful substances under the eyelid and in contact with the eyeball as quickly as possible to prevent further damage to the eye. Medical assistance should be sought during or immediately after the irrigation.

It does not take special training to identify most hazards to worker's eyes. Where people handle acids or caustics, where there are airborne particles of dust, wood, metal, or stone, or where blows from blunt objects are likely, eye protection is necessary.

Employees should know that the first line of defense against toxic chemicals and eye irritants is proper eye protection along with equipment guards and emergency controls. ■

*If you have questions about personal protective equipment (PPE) requirements for your workplace, call OR-OSHA's Standards and Technical Resources Section, (503) 378-3272. If you have Internet access, visit OR-OSHA's Web site, [www.cbs.state.or.us/osha](http://www.cbs.state.or.us/osha). You'll find a fact sheet that answers common questions about PPE.*

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***Where people handle acids or caustics, where there are airborne particles of dust, wood, metal, or stone, or where blows from blunt objects are likely, eye protection is necessary.***

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An acid-burned eye's initial appearance is an accurate gauge of the damage, because strong acids tend to precipitate a protein barrier that prevents further penetration into tissues. Solutions from pH 7 down to pH 2 cause a

# SAFETY NOTES

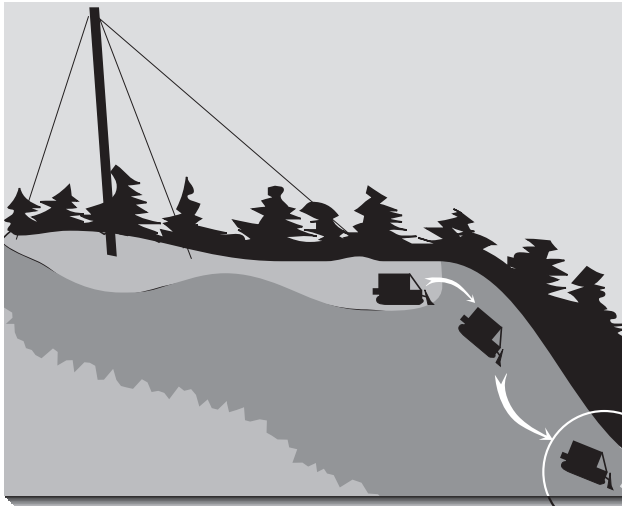
Department of Consumer & Business Services  
Oregon Occupational Safety & Health Division  
Salem, OR 97310

## Fatality Report

Accident type .....Asphyxiation  
Industry ..... Logging  
Employee job title ..... Hook tender

### Description of accident

The hook tender was operating a crawler tractor, pushing logging debris off the landing. He guided the tractor past the stable landing and onto the built-up brush, which gave way. The tractor proceeded down an 80% slope approximately 30 feet until it came to an abrupt stop when it encountered a pile of brush. The victim was ejected and tumbled another 40 feet; the tractor slid sideways and came to rest on the victim. The weight of the tractor caused the victim to suffocate.



### Investigation findings

The victim was not wearing a seatbelt at the time of the accident. The seatbelt on the tractor showed little or no signs of use by operators; it was dirty, stiff, and showed no markings or wear indicative of consistent use. The employer had a policy in place regarding seatbelt use, and employees agreed they were familiar with the policy. The employer also had a written disciplinary action program. However, the victim had never been disciplined for violating the seatbelt policy, even though it was known that he violated the policy on multiple occasions. Furthermore, no employee had ever been disciplined for violation of a safety rule.

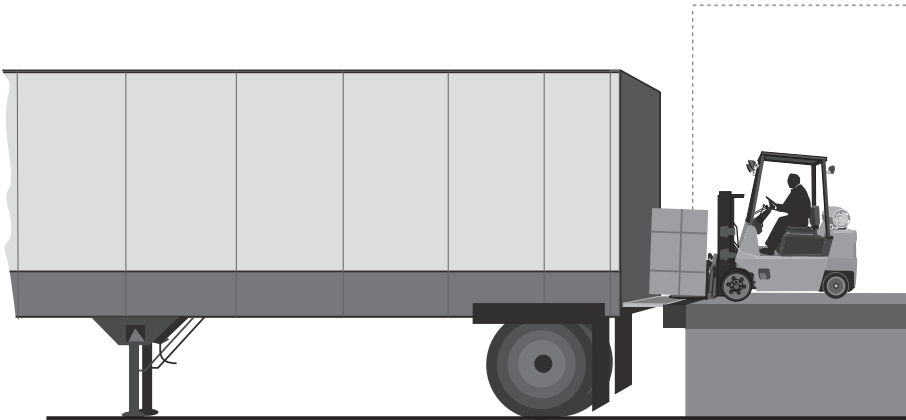
This unfortunate accident makes clear that it is not sufficient to merely create written policies regarding safety and disciplinary actions. The policies must be enforced to ensure a safe work environment.

# SAFETY NOTES

Department of Consumer & Business Services  
Oregon Occupational Safety & Health Division  
Salem, OR 97310

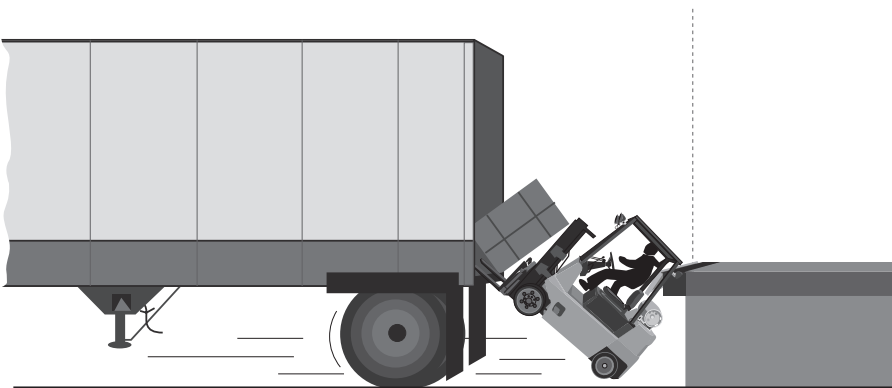
## Fatality Report

Accident type ..... Fall/crush injury  
Industry ..... Trucking  
Employee job title ..... Dock worker/forklift driver



### **Description of accident**

The forklift driver was loading pallets of metal into a trailer that was backed into a loading dock. A hostler was directed to remove the adjacent trailer, but mistakenly moved the one being loaded by the victim. As the hostler pulled the trailer away from the dock, the forklift driver drove onto the docking plate. The plate fell, the forklift followed, the victim was ejected, and the load landed on him. The victim was unconscious and not breathing; he was resuscitated and transported to a hospital. He later died of complications related to this industrial accident.



### **Investigation findings**

The investigation revealed no positive means of identifying the trailers. Docking numbers painted on the asphalt were worn and indistinguishable when dry, and covered with pooled water during rainy weather. Docking numbers on the dock fronts were obscured by trailers when the docks were in use.

The hostler was not adequately trained and did not follow proper safety procedures. Furthermore, chocks were not used to secure the vehicle being loaded; it was com-

mon practice to load vehicles without chocking. It was determined that supervisors were aware of the unsafe practices and conditions but failed to take corrective action.

Most employees were unaware that there was a safety committee. The committee did not meet regularly, did not conduct workplace inspections, did not review their regional director's safety inspection (which identified the chocking problem), and did not establish procedures for investigation of all

safety-related incidents, despite incidents similar to this one.

If the docks had been adequately identified, wheel chocks routinely used, and employees properly trained and supervised, this fatal accident would not have occurred. An identical accident (at another location of this employer) occurred approximately one month after this incident, resulting in the immediate death of a worker.



# SAFETY NOTES

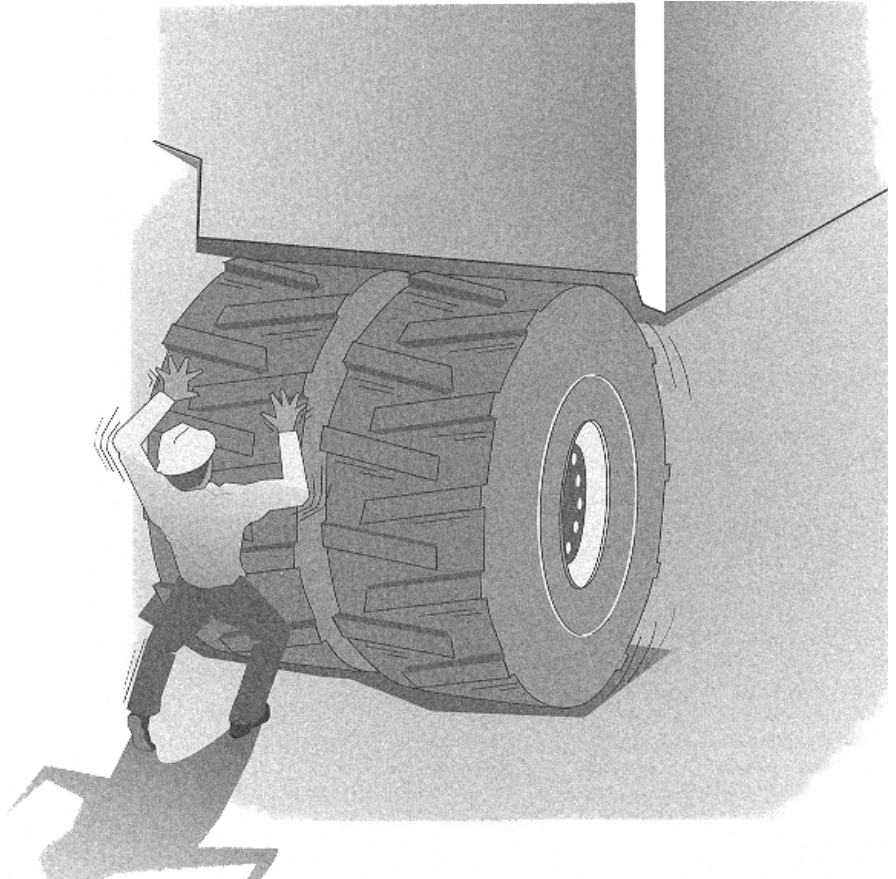
Department of Consumer & Business Services  
Oregon Occupational Safety & Health Division  
Salem, OR 97310

## Fatality Report

Accident type ..... Backed over by lumber carrier  
Industry ..... Lumbermill  
Employee job title ..... Lumberyard lead man

### **Description of accident**

The victim was run over by a lumber carrier as he crossed the single-traffic lane used by the vehicles in the lumberyard. The carrier was backing away from a load. The carrier operator believed that he had hit a block of wood when he felt a bump under his right rear tire; the driver continued backing until the front tire hit the same object. Seeing nothing on the ground, the driver stopped the carrier and got off. He then discovered that he had run over and apparently dragged the victim for some distance. The worker died of massive blood loss and internal injuries.



### **Investigation findings**

This accident could have been avoided if the proper warning devices had been used on the vehicle. OR-OSHA rules require that audible warning or other warning devices be used at cross aisles and other locations where vision is obstructed. Also, the employer is required to provide permanently marked aisles or passageways for either foot traffic or vehicular operation. Neither of these OR-OSHA requirements was being followed at the time of the accident.

Additional warning devices such as overhead strobe lights and backup warning devices are required when the operator's view is obstructed. They are effective in alerting workers to the presence of vehicle traffic. Rearview mirrors are helpful if the driver's view is obstructed. Also, clear space should be designated or marked to prevent workers from entering lanes where vehicles routinely travel.

# HAZARD ALERT

Department of Consumer & Business Services  
Oregon Occupational Safety & Health Division  
Salem, OR 97310

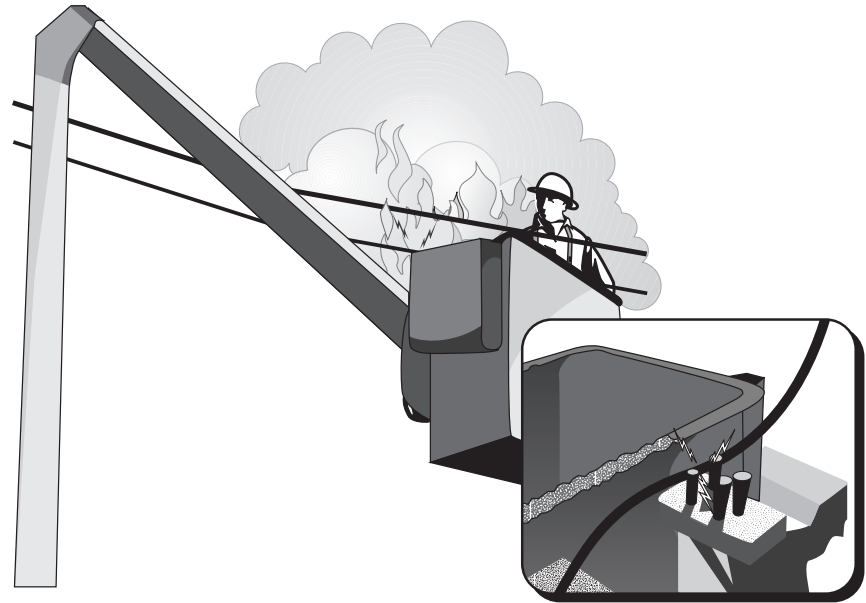
## *Aerial lift hydraulics fire hazard*

An injury accident involving the use of an aerial lift bucket working in close proximity to 120/240-volt residential services has raised concerns about the adequacy of equipment design, guarding, and safe operating procedures.

While in the process of moving an aerial lift bucket into position, an insulated secondary service line became entangled between the outer edge of the bucket and the hydraulic tool circuit manifold. The insulation on the service line was damaged, resulting in electrical arcing. A hydraulic tool circuit fitting was burned through, which allowed hydraulic fluid to escape and ignite. Fire immediately engulfed the bucket, resulting in second- and third-degree burns to over 50 percent of the operator's body, plus lung damage due to smoke inhalation.

To prevent recurrence of such an accident the following recommendations are offered:

- ❖ With assistance and approval from the aerial lift manufacturer, evaluate all hydraulic fittings close to the bucket and eliminate potential catch hazards.
- ❖ Whenever possible, and with the manufacturer's approval, cover and appropriately insulate all fittings that present a hazard of catching a line.



- ❖ When operating an aerial lift in the proximity of potentially energized lines, continually check for proper positioning and possible contact with lines.
- ❖ Evaluate the intended use of all aerial lift equipment and, when appropriate, use hydraulic fluid with low-ignition potential as recommended by the manufacturer.
- ❖ Turn the tool circuit off when not in use to reduce the flow of hydraulic fluid and lower the potential for ignition in the event of equipment failure or damage.
- ❖ Train all workers to be knowledgeable and competent in emergency-response procedures for shutting off the flow of hydraulic fluid.

This hazard alert has been compiled by Oregon OSHA's Standards and Technical Resources Section to provide information to employers and employees regarding unrecognized safety or health hazards, inadequacies of materials, devices, techniques or controls. This hazard alert is based on information supplied by field staff, research by the technical resources staff and published materials. The information contained in this alert does not replace the OR-OSHA standards themselves.

For further information contact Mike Mitchell, (503) 378-3272.

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# Oregon OSHA's new agriculture standard

The 1995 Oregon Legislature directed Oregon OSHA to assemble a permanent committee of Oregon agricultural employers to tackle issues of OR-OSHA interactions with the agricultural industry. One of the major projects undertaken by Oregon OSHA at the request of the committee was the total revision of the 20-year-old rules for agriculture. The Standards and Technical Resources Section of Oregon OSHA is responsible for the development and maintenance of the division's standards, so this assignment was given to the division's liaison to the committee, Technical Specialist Ron Preece. The division and the committee set the following goals for the project:

- All rules regarding agricultural be contained in one book, even if it turned out to be a large one
- Clear language – that the standard be in plain English as required by Oregon law
- Organization – that the new book should be logical and easy to use and include a table of contents and index

After several months, Oregon OSHA issued the first proposal for the new standard. Public hearings held in Rickreall, Redmond, Pendleton, Medford, and Aurora indicated that the proposal had major problems. It was back to the drawing board, with help from many groups and individuals. A partial list of those who assisted in the preparation of the new standard include the following: The Oregon OSHA Small Agricultural Employer Advisory Committee; Representative Liz VanLeeuwen (R-Halsey) and George Van Leeuwen; Don Schellenberg, Oregon Farm Bureau; Ed Galinant and Vicki Farris, Oregon Association of Nurserymen;

Tom McCoy, The Oregon Wheat League; Thom Nelson, Hood River Shippers and Growers; Don Moisan, dairy farmer; Karen Golik and Dianne Mekkers, Oregon OSHA; and Kirk Lloyd, Risk Management Resources.

The effective date of the new agriculture standard was October 1, 1998. Major changes to the standard for agriculture include the following:

- OR-OSHA is prohibited from enforcing other standards not specifically referenced in the agriculture standard.
- The safety committee standard accommodates crew meetings for seasonal or temporary workers.
- A section on orchard ladders was added and standards on portable and fixed ladders were reorganized and simplified. A new ANSI standard was incorporated into the fixed ladder standard to ease the requirements for cages and climbing devices.
- A section was added about the use of liquified petroleum gas (propane) or liquified natural gas for orchard fans and heaters. The lengthy industrial standards do not apply.
- Significant changes were made to the standards for agricultural labor housing and related facili-

ties (labor camps) following legislation and the transfer of jurisdiction from the Bureau of Labor and Industries to OR-OSHA.

- The agriculture fire standard was reorganized and rewritten.
- Sections were added on training for forklift operators, training for tractor drivers, and storage of hazardous chemicals.
- The section on helicopter operations was rewritten to better fit Christmas tree harvesting.
- The standard on electricity was changed to conform to the National Electric Code and other standards that the agricultural employer must follow.
- Federal changes to the Worker Protection Standard were incorporated in the new standard.

Most of the items on this list are additions to the new standard, but aren't necessarily new requirements. Many were previously enforced from other standards.

OR-OSHA will provide no-cost training to groups of 12 or more on the new standard. Call the OR-OSHA Education Section, (503) 378-3272, for information about workshops and conferences on the new agricultural standard. ■

# How did we do?

At Oregon OSHA we want to make our rules easy to understand and use. Here's your opportunity to help. If you've used the revised Division 4, Agriculture standard, we'd like you to answer just eight questions.

## SURVEY

**1. In general, how often do you expect to use the revised Division 4 standard to look up a rule?**

*(CIRCLE the category that comes closest to the number of times you use the regulations.)*

Daily    A few times each week    A few times each month    A few times during the year    Never

If you circled "Never," please tell us why \_\_\_\_\_

\_\_\_\_\_

**2. In general, when you use the Division 4 standard to look up a rule, how easy is it to find the rule you are looking for?** *(CIRCLE the category that comes closest to your opinion.)*

Very easy    Somewhat easy    Neutral    Somewhat difficult    Very difficult

**3. In general, when you find the rule you are looking for, how useful is the information in meeting your needs?** *(CIRCLE the category that comes closest to your opinion.)*

Very useful    Somewhat useful    Not useful

**4. Think about the last time you used the "Table of Contents" at the front of the revised Division 4 standard to look up information.** *(If you don't use the "Table of Contents" go on to Question 5.)*

**How easy was it to find the information you were looking for?** *(CIRCLE the category closest to your opinion.)*

Very easy    Somewhat easy    Neutral    Somewhat difficult    Very difficult

**5. Think about the last time you used the "Index" at the back of the revised Division 4 standard to look up information.** *(If you don't use the "Index" go on to Question 6.)* **How easy was it to find the information you were looking for?** *(CIRCLE the category that comes closest to your opinion.)*

Very easy    Somewhat easy    Neutral    Somewhat difficult    Very difficult

**6. Did you find any factual errors or omissions in the revised Division 4 standard?**    Yes    No

*If you answered "yes," please fill in the table below.*

*Enter the paragraph number of the rule in error*

*Briefly describe the error*

*Example: 437-006-0054*

*Does not exist in the regulations*

\_\_\_\_\_

\_\_\_\_\_

**7. Did you know the revised Division 4 standard is also on the OR-OSHA Web site?**

*(<http://www.cbs.state.or.us/osha>)*

Yes

No

**8. If you could do just one thing to make the revised Division 4 standard more useful to you, what would you do?**

I would \_\_\_\_\_

\_\_\_\_\_

Mail this survey to: OR-OSHA, 350 Winter Street NE, Room 430 • Salem, OR 97310-0220 or fax to (503) 947-7461.



## Shared resources help us all

By Don Harris,  
AV Librarian, Oregon OSHA

This is an old story that bears repeating.

There was a traveler who made a long journey through a dark forest. Having found nothing to eat for several days, he became very hungry. Just as he was seriously considering the possibility of digging for edible roots, he came upon a small town. Eagerly, he went up the main street and soon saw what he was looking for: a large building with many bright windows, a sign over the door reading "Inn," and – even better – "All you can eat."

Inside, the proprietor took his cloak, led him into the dining hall, and cheerfully told him, "There's no charge." The traveler could hardly believe his good fortune. But his joy was short-lived. At a large table before him and many other weary travelers was the finest banquet imaginable. But it was impossible to eat. Each knife, fork, and spoon had a handle more than two feet long. Unable to feed themselves with such utensils, the travelers looked helplessly at the good food.

The traveler thought long and hard. Then his face brightened and he asked, "What if we feed each other?" One by one, the faces around him brightened as the new idea took hold. It was something of a struggle at first, but soon the sounds of misery were replaced by the clink of fine china, laughter, and happy conversation.

Maybe the holidays make me philosophical, but I think this story has much to say about the mission of Oregon OSHA. We're here because

the people of Oregon recognize that a safe and healthy workplace is a good thing, something we should all be able to enjoy. Oregonians also recognize that making workplace safety and health a reality requires more than just wanting it. It requires hard work, cooperation, and the willingness to share resources.

Such cooperative effort is a powerful thing, and this is perhaps nowhere more evident than in Oregon OSHA's Resource Center/AV Library. Because people are willing to share, we've been able to establish and maintain one of the best occupational safety and health libraries on the West Coast. With more than 600 safety training videos and 9,000 publications in two large rooms, we have the combined knowledge of thousands of people and centuries of experience in workplace health and safety.

The Resource Center/AV Library is more than a storehouse of knowledge. Because business labor and government are willing to work together, the Resource Center is an active lending library. The audiovisual section alone ships more than 500 videos a month to borrowers across the state. In turn, those served by the Resource Center/AV Library help us by using materials appropriately, recommending new titles and subjects, and sharing their questions, comments, and concerns. Because of this, our resources continue to expand and develop as industry in Oregon also expands and develops. Each one feeds the other, in a sense, and everyone benefits.

Trying to do it all alone would make us like the hapless diners of the story. Our challenge is to be like the wise traveler and use the vast resources available to us through cooperative effort.

If you have questions about the Oregon OSHA AV Library, contact Don Harris by phone, (800) 922-2689; fax, (503) 947-7463; or e-mail, [don.j.harris@state.or.us](mailto:don.j.harris@state.or.us).

If you have questions about the Oregon OSHA Resource Center, contact Judy Sugnet by phone, (800) 922-2689; fax, (503) 947-7463; or e-mail, [judy.a.sugnet@state.or.us](mailto:judy.a.sugnet@state.or.us). ■

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# Ask OR-OSHA ? ? ? ? ? ? ? ? ? ? ? ? ? ? ?

Applying OR-OSHA standards to “real-life” situations may not always be “standard” procedure. Sometimes, answers and solutions to problems can be tricky. **Ask OR-OSHA** is a regular feature of *Resource* so that your questions concerning OR-OSHA standards and your business may be answered by experts. So please, **Ask OR-OSHA** by calling the Standards and Technical Section, (503) 378-3272 or e-mailing your question to tech.web@state.or.us. We’ll answer your question(s) as quickly as possible. We’ll also print selected questions and answers in this newsletter so that the answer to your questions may help someone else.

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## **Q Please clarify an employer’s requirements to maintain employee medical records.**

**A** 1910.1020, Access to Employee Exposure and Medical Records, requires that employers must ensure that all employee medical records are preserved and maintained for the duration of their employment, plus 30 years. This does not mean that the employer is responsible for keeping them; the employer must simply ensure that they are preserved and maintained. How this is done is up to the employer and the medical providers.

It is important to note that, with the exception of x-rays, medical records can be stored in any manner, including by electronic means and on microfiche, as long as all of the information is retrievable for the duration of storage. If the records are stored electronically, the employer is responsible for ensuring that the data cannot be lost. If the technology used to retrieve the data becomes obsolete, the employer is responsible for transferring the data into a non-obsolete format.

## **Q Is a materials safety data sheet (MSDS) required for waste oils?**

**A** No. 1910.1200, Hazard Communications, specifically exempts hazardous waste as defined by the Resource Conservation and Recovery Act, and waste oils fall under that definition.

## **Q Is there an OR-OSHA standard prohibiting the assignment of electrical work to unlicensed workers?**

**A** No. While the Building Codes Division of the Department of Consumer and Business Services does require certain tasks to be performed by licensed

electricians, OR-OSHA’s focus is making sure that workers are adequately trained and qualified to safely perform the work assigned to them.

All employers are required by OAR 437-001-0760(1)(a) to properly instruct and supervise their workers in the safe operation of any machinery, tools, equipment, processes or practices that they’re authorized to use or apply. Because supervisors are employer representatives, the requirements are the same for them. If a standard is violated, then any citation issued by OR-OSHA will be issued to the company. Employees (including supervisors) may not be cited under the Oregon Safe Employment Act. Division 2, Subdivision S, 1910.333 requires workers performing electrical work to be adequately trained and qualified for the tasks assigned to them. To be qualified according to 1910.399, a person must be familiar with the construction and operation of the equipment and the hazards involved. While training may be similar or even identical to that required for licensing, OR-OSHA’s focus is on the safe performance of work rather than certification or licensing.

## **Q Is fall protection absolutely necessary on roofs with a 6:12 pitch or greater?**

**A** Fall protection is required on all roofs from which there is a potential fall of six feet or more, no matter what the pitch (1926.510(b)(10) and (11)). When performing residential-type construction work, such as leading edge work, constructing and setting walls and trusses, or doing roofing and sheathing work, the fall distance to a lower level may be increased to 10 feet (Oregon exception to 1926.501(b)(13)).

## **Q Is the use of a “spotter” in lieu of lanyards adequate protection on flat and low-sloped roofs?**

**A** A low-sloped roof is defined by 1926.500(b) as a roof with a slope less than or equal to 4:12. The use of a safety monitor (spotter) in conjunction with a warning line system is considered adequate protection when performing roofing work on low-sloped roofs. On low-sloped roofs 50 feet or less in width, the use of a safety monitoring system alone is permitted (1926.501(b)(10)).

# Article Submissions...

Resource welcomes submissions of articles for publication. If you'd like to share information about OSHA-related topics, announcements, or events, please send them to Jani Johnston, OR-OSHA, 350 Winter St. NE, Salem, OR 97310-0220 or e-mail them to her, *jani.k.johnston@state.or.us*.

Articles will be used according to their relevance, timeliness, compatibility with OR-OSHA policy and practice, and the availability of space. Because *Resource* is a quarterly publication (winter, spring, summer, fall), please time your submission so that we receive it about six months before

publication. Please submit articles on diskette in a PC-compatible format such as WordPerfect. Or, you may e-mail your article to the address above.

Please include your name (as you would like it to appear in a byline) if the article is one you wrote, a phone number (in case we have questions), and a few lines describing you, your job, credentials, or interest in the subject (again, if the article is written by you or is an opinion piece). The *Resource* staff retains the right to edit all submissions for style and length. ■

## RESOURCE

The *Oregon Health and Safety Resource* is published quarterly by the Oregon Occupational Safety and Health Division, Department of Consumer & Business Services.

Information requests should be directed to:  
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at (503) 378-3272 (V/TTY)  
or 1-800-922-2689.

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## RESOURCE

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# Confidential hotline

The Oregon Safe Employment Act (OSEAct) was enacted in 1973 to ensure the occupational safety and health of Oregon's workforce. OR-OSHA's comprehensive enforcement program ensures that Oregon's occupational safety and health rules are carried out in the workplace. Enforcement activities include unannounced safety and health inspections of both public and private-sector worksites. Compliance officers (COs) also conduct fatal and nonfatal accident investigations.

All inspections are to be conducted in a professional and unbiased manner, maintaining a system that is fair to both workers and employers. Those who have a concern about an inspection that remains unresolved after speaking with the responsible CO or the CO's supervisor are invited to call the OR-OSHA administrative office at 1-800-922-2689.

## Questions?

OR-OSHA has field offices across Oregon. If you have questions or need information, call us toll free at 1-800-922-2689 or phone one of the offices listed below. (All phone numbers are V/TTY).

### Portland

9500 SW Barbur Blvd.,  
Ste. 200  
Portland, OR 97219  
(503) 229-5910  
Consultations:  
(503) 229-6193

### Eugene

1140 Willagillespie,  
Ste. 42  
Eugene, OR 97401  
(541) 686-7562  
Consultations:  
(541) 686-7913

### Pendleton

721 SE Third St., Ste. 306  
Pendleton, OR 97801  
(541) 276-9175  
Consultations:  
(541) 276-2353

### Medford

1840 Barnett Rd., Ste. D  
Medford, OR 97504  
(541) 776-6030  
Consultations:  
(541) 776-6030

### Salem

DAS Bldg. 1st. Floor  
1225 Ferry St. SE  
Salem, OR 97305  
(503) 378-3274  
Consultations:  
(503) 373-7819

### Bend

Red Oaks Square  
1230 NE Third St.,  
Ste. A-115  
Bend, OR 97701  
(541) 388-6066  
Consultations:  
(541) 388-6068

### Salem Central

350 Winter St. NE,  
Rm. 430  
Salem, OR 97310-0220  
(503) 378-3272  
Fax: (503) 947-7461

*Visit us on the Internet  
World Wide Web at:*  
<http://www.cbs.state.or.us/external/osha>



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