Occupational Safety and Health Protection For Employees of the U.S. Geological Survey

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 Director will furnish USGS employees places and conditions of employment that are free from on-the-job safety and health hazards.

2. OSHA Regulations
   The USGS will comply with applicable regulations of the Occupational Safety and Health Administration (OSHA).

3. Reporting Hazards
   The USGS will respond to employee reports of hazards in the workplace.

4. Workplace Inspections
   The USGS will ensure that each workplace is inspected annually for hazardous conditions. The USGS will post Notices of Unsafe or Unhealthful Working Conditions found during the inspections for a minimum of three working days, or until the hazard is corrected, whichever is later.

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

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

7. Safety and Health Training
   The USGS 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, injuries or occupational illnesses experienced by employees under their supervision.

9. Safety and Health Committees
   The USGS will support any safety and health committees that are formed from management and employee representatives.

Employee Responsibilities

1. Compliance with Standards
   Employees shall comply with all OSHA, DOI, and USGS occupational safety and health standards, policies and directives.

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

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 USGS 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; DOI and USGS safety and health policies and directives; accident, injury and illness statistics of the USGS.

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 Retaliation
   Employees and their representatives are protected from restraint, interference, coercion, discrimination, or reprisal for exercising any of their rights under the USGS Safety and Health Program.

Responsible Officials

The Designated Agency Safety and Health Official (DASHO) for USGS is the Associate Director for Administration.

The Bureau Safety Manager for USGS is the Chief, Occupational Safety and Health Management Branch, Office of Management Services, Office of Administration.

The Safety and Health Designee or Collateral Duty Safety Program Coordinator for this workplace is:

[Signature]

Jim Reilly
Director
U.S. Geological Survey

Further Information

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