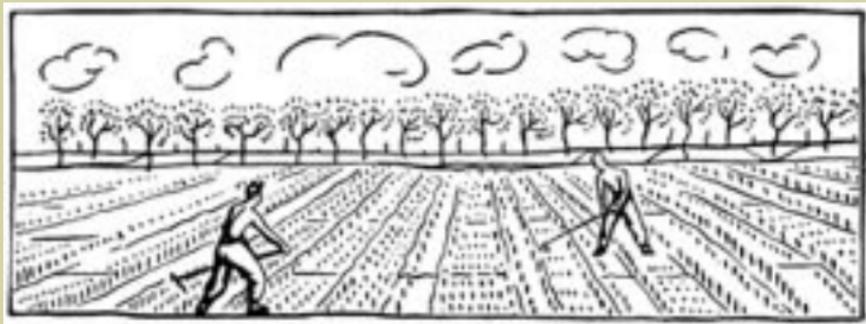


Cultivate



*a safe
workplace!*

*Smart
practices
for
agriculture
workers*

About this publication

“Cultivate a safe workplace!” is an OR-OSHA Standards and Technical Resources publication.

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Introduction

Smart practices for agricultural workers

This guide offers smart practices for 39 work-related topics that can help you achieve a safer workplace. They're "smart" because they remind you – and your employees – about workplace hazards and ways to avoid them. Smart practices are safe practices.

To cultivate a safe workplace:

- ❑ **Identify hazards.** Tractors and other agricultural vehicles, overhead electrical lines, ladders, confined spaces, processing machinery, and hazardous chemicals are responsible for most accidents at agricultural workplaces.
- ❑ **Eliminate or control hazards.** Examples: eliminate hazards by using machines that have permanently attached guards, by substituting nontoxic for toxic chemicals, and by using material handling equipment to lift heavy items. Control hazards by installing point-of operation guards and safety devices on hazardous equipment, displaying hazard warnings and using personal protective equipment to handle toxic chemicals, and using proper techniques to lift heavy items.
- ❑ **Ensure that everyone knows how to work safely and applies their knowledge on the job.** How? Train workers how to protect themselves from workplace hazards, establish safety committee, and develop an effective safety and health program.

How to use the guide

Read it like a restaurant menu; use it like a checklist. Choose topics that apply to your workplace, then use the lists to remind you of smart practices to avoid hazards and maintain a safe workplace. OR-OSHA's requirements for agricultural employers are in Division 4 of the Oregon occupational safety and health code. Related requirements are referenced at the end of each topic.

Ergonomics

Ergonomics is the science and art of fitting the job to the worker. Back sprains and strains are the most common disabling injuries among agricultural workers. Those affected include farm workers, gardeners, laborers, and nursery workers. Common causes (risk factors) of ergonomic injuries: working above shoulder level or below knee level, doing repetitive jobs, and lifting heavy objects.

Smart practices

- ❑ Employees plan and organize their work so that they handle and move items without excessive lifting, bending or twisting.
- ❑ Employees avoid lifting or doing work above shoulder level.
- ❑ Employees work in sitting positions to avoid prolonged standing or stooping.
- ❑ When doing repetitive or lengthy jobs, employees take breaks or trade tasks with other employees.
- ❑ Material handling equipment is available - such as forklifts, pallet jacks, and carts - for moving heavy or bulky items.
- ❑ Employees keep hand tools sharp so that cutting takes less effort.

What OR-OSHA rules apply?

OR-OSHA doesn't have ergonomic requirements for employers.



Posting and record keeping

You need to display information that informs your employees about their job-safety rights and keep accurate records of their on-the-job injuries. Below are essential posting and record-keeping requirements. If a vendor offers to sell you the OR-OSHA *Job Safety and Health* poster, don't buy it. We'll send you one at no cost. Contact the OR-OSHA Resource Center for more information. (503) 378-3272 or on-line: www.orosha.org.

Smart practices

- You display the OR-OSHA *Job Safety and Health* poster where employees will see it.
- You display the Environmental Protection Agency *Pesticide Worker Safety* poster where employees will see it – if the employees use pesticides.
- You post the phone numbers of emergency responders where employees will see them.
- You make safety committee meeting minutes available to all employees – if you have 11 or more non-seasonal employees.
- You post *Field Sanitation Notices* where employees do hand labor on crops for human consumption.
- You record all injuries and illnesses that require more than first aid on the OSHA 300 form and you post it every February – if you have 11 or more employees.
- You keep copies of the *OSHA 300 form* and the *801 First Report of Injury form* for five years.

What OR-OSHA rules apply?

Division 1, 437-001-0275 *Posting requirements*;
437-001-0700; *Record keeping and reporting*.

Division 4, 437-004-0250 *Safety committees*;
437-004-1305 *Medical services and first aid*;
437-004-1110 *Field sanitation for hand labor work*;
170.135 *Posted pesticide safety information*.



Safety committees

The purpose of a safety committee is to bring labor and management together in a cooperative effort to promote workplace safety and health. Safety committees assist employers and recommend safe work practices.

- If you have more than 10 non-seasonal employees, you must have a safety committee.
- If you have 10 or fewer non-seasonal employees you don't need a safety committee unless you have one or more lost workday cases during a 12-month period.

Smart practices

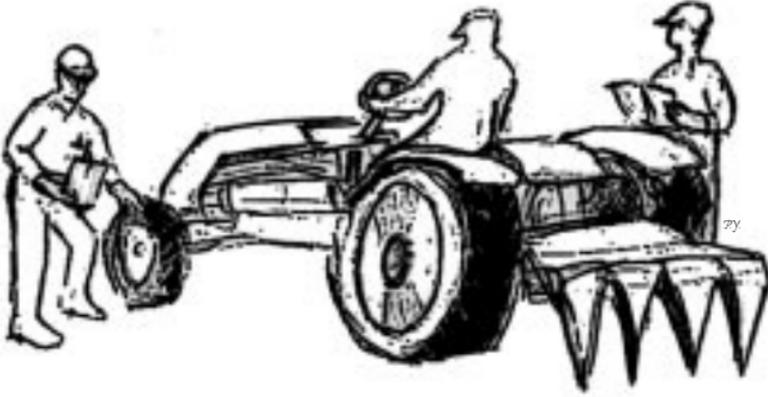
- If you employ 20 or fewer non-seasonal workers, your safety committee has at least one manager and one employee on it.
- If you employ more than 20 non-seasonal workers, your safety committee has at least two managers and two employees on it.
- Employees know who their safety-committee representatives are, how the committee works, and when it meets.
- Employees know how to report safety and health concerns, accidents, and near misses to management and to the safety committee.
- Employees know that the safety committee has a responsibility to review reports of near misses and accidents.
- All employees have the opportunity to serve on the committee.
- Safety committee representatives receive their regular wages for attending safety committee meetings or training.
- The safety committee holds monthly meetings except when it conducts quarterly workplace inspections.
- The committee reviews all quarterly workplace inspection reports.
- The committee keeps records of its meetings and makes the records available to all employees.
- The committee records the minutes of each meeting and keeps them on file for at least three years.
- You respond to safety committee recommendations in a reasonable time.

Safety committees (continued)

- ❑ Safety committee representatives have access to all OR-OSHA rules that apply to their workplace.
- ❑ Safety committee representatives are trained to identify workplace hazards.

What OR-OSHA rules apply?

437-004-0250 *Safety committees* **Subdivision C.**



Safety orientation for seasonal workers

A seasonal worker is one who is employed during part of a calendar year but for no longer than 10 months. The following safe practices highlight the information seasonal workers need to receive before their first day on the job.

Smart practices

- ❑ Seasonal workers attend an orientation meeting before their first day on the job and when there is a change in work conditions that could affect their safety or health.
- ❑ Seasonal workers receive the following during orientation:
 - The OR-OSHA publication “Safe Practices: Working With Hazardous Agricultural Chemicals” if their work is covered by the Hazard Communication Standard [437-004-9800] or the Worker Protection Standard.
 - Your safety-and-health requirements for their jobs.
 - Procedures for reporting safety concerns and workplace injuries.
 - Procedures for treating injured or sick employees and for summoning emergency responders.
 - Where you post your workplace-safety-and-health information.

What OR-OSHA rules apply?

437-004-0240 *Safety orientation for seasonal workers.*
Subdivision C.



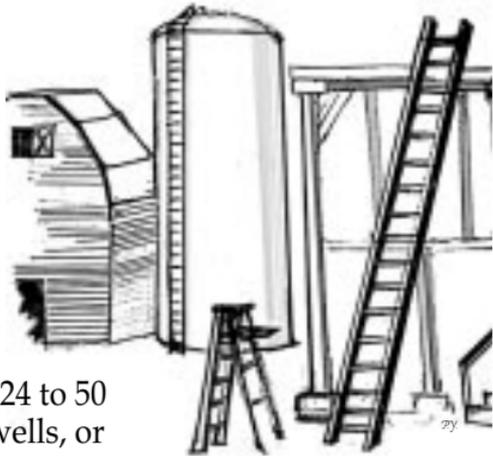
Ladders

A ladder won't let you down when you do the following:

- Select the right ladder for the job.
- Inspect the ladder before you use it.
- Set up the ladder correctly.
- Climb and descend carefully.

Smart practices

- The steps of your ladders are uniformly spaced, no more than 12 inches apart.
- The attachments and working parts of your ladders are tight and not excessively worn.
- Portable ladders have non-slip safety feet.
- Employees inspect ladders regularly.
- Employees remove damaged ladders from service and tag them, "**Dangerous, Do Not Use**"
- Portable metal ladders have legible signs that read "**CAUTION! Do not use around electrical equipment.**"
- Employees do not use ladders that have broken or missing steps, rungs, cleats, or side rails.
- When employees use portable ladders to reach roofs, they extend the ladders at least three feet above the eave, gutter, or roofline.
- Employees are trained how to use orchard ladders safely.
- Your orchard ladders have a maximum height of 16 feet.
- There is at least seven inches of space behind the rungs of your fixed ladders for toe clearance.
- Fixed ladders that are 24 to 50 feet high have cages, wells, or climbing safety systems.
- Fixed ladders more than 50 feet high have landing platforms and cages, wells, or climbing safety systems.



What OR-OSHA rules apply?

437-004-0340 *Portable ladders*; 437-004-0350 *Orchard ladders*; 437-004-0360 *Fixed ladders*. **Subdivision D.**

Stairs

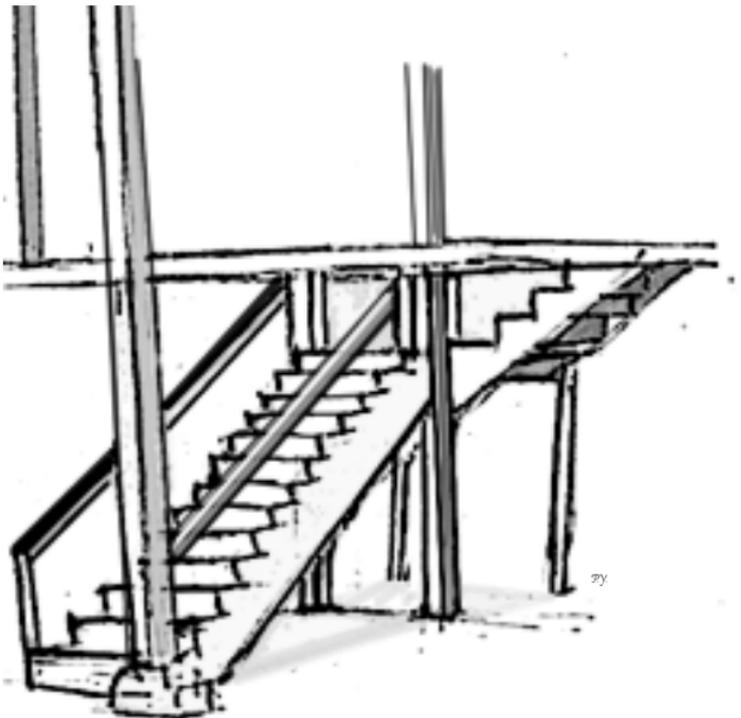
Stairs can be treacherous when they're poorly constructed or improperly maintained. The practices below ensure that the stairs you and your employees use will be safe.

Smart practices

- Stairs that have four or more risers have rails on the open sides.
- Closed stairs have handrails on at least one side.
- Open sides of stair landings more than four feet above a working surface have railings.
- Stairs are at least 22 inches wide.
- Stair treads are secure and slip resistant.
- Defective stair treads are promptly repaired or replaced.
- Rise heights and tread widths are uniform within flights of stairs.
- Stairs have at least 6.5 feet of overhead clearance. Low-hanging obstructions are padded or marked with contrasting paint.

What OR-OSHA rules apply?

437-004-0330 *Fixed industrial stairs*. **Subdivision D.**



Working surfaces

Slips and trips are among the leading causes of falls. Clean up grease, water, and spills promptly. Wear shoes that have slip-resistant soles if you work on slippery surfaces.

Smart practices

- Shop, storage, and other work areas are clean and well-lit.
- Wet surfaces are slip-resistant.
- Aisles and passageways are free of debris and at least 22 inches wide.
- There are safe walkways where forklifts and other moving vehicles operate.
- Open pits, tanks, and vats are covered or guarded.
- Overhead storage areas are strong enough to support stored items.
- Load capacities are posted on overhead storage areas built or remodeled after December 1, 1997.
- Work areas and passageways have at least 6.5 feet of headroom. Obstructions are padded or marked with contrasting paint.
- Where there are floor openings for ladders or stairs, there are railings and toeboards or covers to prevent people from stepping into the openings.
- Wall openings that drop more than four feet to a lower level are guarded with a barrier or railing.
- Working surfaces that are more than four feet above lower levels have guardrails.
- Working surfaces under which employees walk have guardrails and toeboards.

What OR-OSHA rules apply?

437-004-0310 *Working surfaces*. **Subdivision D.**

Exits and emergency-action plans

Employees need to know how to respond to life-threatening emergencies such as fires and exit safely from buildings such as offices and warehouses.

Smart practices

- There are permanent, unobstructed exits from all work areas.
- Exit routes are planned so that employees do not pass through locked rooms or come to dead ends.
- Exits that are not level have stairs or ramps.
- Exit ways are at least 80 inches high, 28 inches wide, and well lit.
- Exit doors open easily from the inside without keys or special tools.
- All exits have exit signs.
- Signs point to exits that are not obvious or easily seen.
- Doors, passageways, or stairways that are not exits but could be mistaken for them are marked “NOT AN EXIT.”
- You have a written emergency-action plan if you employ 11 or more permanent workers.
- The emergency-action plan includes the names of essential employees and procedures for reporting emergencies, shutting down critical equipment, and summoning emergency responders.
- Employees know about the emergency-action plan and what they must do during an emergency.
- There is an alarm system for alerting employees to an emergency.

What OR-OSHA rules apply?

437-004-0405 Exits
and exit routes;
437-004-0450
Emergency action plan.
Subdivision F.



Noise

Many kinds of modern agricultural equipment expose workers to noise above safe levels. Prolonged exposure to noise above 85 dB without hearing protection may cause permanent hearing loss.

Smart practices

- You have a hearing conservation program covering employees who are exposed to noise levels greater than 85 dB over an 8-hour period.
- Employees use hearing protectors – plugs or muffs – in areas where noise levels exceed 85 dB.
- Employees are properly fitted and taught how to use their hearing protectors.
- Employees who are exposed to continuous noise above 85 dB receive annual audiometric tests.

What OR-OSHA rules apply?

437-004-0630 *Noise exposure*. **Subdivision G.**



Flammable and combustible liquids

Improperly handling and storing gasoline, diesel fuel, and other combustibles (such as solvents, paint thinners, and naphtha) can cause fires and explosions. Reduce the risk by following the practices below and by keeping fuel storage facilities in good condition.

Smart practices

- Employees use appropriate tanks and containers for storing and handling flammable and combustible liquids.
- Flammable- and combustible-liquid containers clearly identify their contents and display the warning **"FLAMMABLE! KEEP FIRE AND FLAME AWAY."**
- Emergency shut-off switches and circuit breakers for fuel pumps are clearly identified and easily accessible.
- "NO SMOKING"** signs are posted at gasoline and diesel pumps.
- Employees shut off internal combustion engines (except diesel engines) when they refuel them.
- Employees store all flammable liquids in closed containers.
- Bulk drums of Class 1 flammable liquids are grounded and bonded to receiving containers when the liquids are dispensed.
- Storage rooms for flammable and combustible liquids have mechanical or gravity ventilation.
- Storage cabinets contain no more than 60 gallons of Class I and II liquids.
- Storage cabinets for flammable and combustible liquids have signs that read: **"FLAMMABLE! KEEP FIRE AWAY."**

What OR-OSHA rules apply?

437-004-0720 *Flammable and combustible liquids. Subdivision H.*



Liquefied petroleum gas

Liquefied petroleum gas leaks and ruptures in tanks or lines cause fires and explosions. An LP gas tank involved in a building, trash, or tractor fire can intensify the fire or explode.

Smart practices

- ❑ Systems for storing, handling, or using LP gas comply with the most current National Fire Protection Association Number 58 standard.
- ❑ LP gas tanks have metal nameplates that identify the manufacturer, weight, and pressure capacity.
- ❑ Employees keep weeds and other flammable materials at least 10 feet from LP gas tanks.
- ❑ Hoses, pumps, and LP gas tanks are protected from impacts.
- ❑ All outside LP storage tanks are secure or on firm foundations.
- ❑ Portable LP tanks are located away from stairs, exits, and ignition sources.
- ❑ Portable LP tanks are stored with their outlet valves closed.
- ❑ Employees handle and store empty portable LP tanks as if they were full.
- ❑ There is a portable fire extinguisher with a rating of 8-B, C, or higher where flammable-liquids are stored.
- ❑ Employees fuel motor vehicles and forklifts least 10 feet from masonry-walled buildings and at least 25 feet from other buildings, doors, or window openings.
- ❑ Employees get out of their vehicles and shut off the engines when they fuel them.
- ❑ Employees fuel motor vehicles outdoors if the vehicles have permanently mounted fuel tanks.
- ❑ All motor vehicle fuel tanks have pressure gauges and safety-relief valves.
- ❑ Employees are prohibited from smoking near LP gas containers.
- ❑ LP- and natural-gas-powered field equipment have approved tank regulators and components.
- ❑ All pipes, including plastic pipe, are approved for LP gas or natural gas use.
- ❑ Employees are prohibited from welding any part of a pressurized system.

What OR-OSHA rules apply?

437-004-0780 *Storage and handling of liquefied petroleum gases.* **Subdivision H.**

Personal protective equipment

Personal protective equipment (PPE) is what one wears for protection against a hazard. PPE protects workers from a hazard if properly used but doesn't eliminate the hazard. If the PPE fails or is not appropriate the wearer risks exposure. Appropriate protection depends on selecting, wearing, and using PPE properly.

Smart practices

- You provide to your employees, at no cost, all necessary personal protective equipment.
- Employees' personal protective equipment is clean and ready to use.
- Employees are prohibited from using defective or damaged personal protective equipment.
- Employees' personal protective equipment protects them from the hazards to which they are exposed.
- Employees' personal protective equipment fits them and doesn't restrict their movements.
- Employees use appropriate fall protection when they work on unguarded surfaces more than 10 feet above a lower level or at any height above dangerous equipment.
- Employees inspect lifelines, safety harnesses, and lanyards before they use them.
- Lifelines, safety harnesses, and lanyards have a breaking strength of 5,000 pounds.
- Employees are prohibited from wearing loose clothing and are required to tie back their long hair when they work near moving machinery.
- Employees immediately remove clothing contaminated by corrosive or toxic substances and do not wear it until it has been cleaned.
- Employees use appropriate eye or face protection around flying particles, hazardous debris, chemicals, and gases.



Personal protective equipment (continued)

- ❑ Whenever possible, you use engineering controls to eliminate harmful dusts, sprays, mists, or fumes.
- ❑ If you require employees to use respirators, you have written operating procedures that will ensure that the respirators are selected and used properly.
- ❑ Employees wear hardhats when they are exposed to falling or flying objects.
- ❑ Employees wear appropriate footwear to protect them from electrical hazards and sharp or heavy objects.
- ❑ Employees wear appropriate leggings or high boots when they are exposed to hot substances, chemicals, or brush.
- ❑ Employees wear hand protection when they are exposed to hot substances, chemicals, or sharp objects.
- ❑ Employees wear personal flotation devices when they are in boats that are underway or when they work over water on floating or unstable surfaces.

What OR-OSHA rules apply

437-004-1005 *General requirements*; 437-004-1020 *Personal fall protection*; 437-004-1030 *Work clothing*; 437-004-1035 *Eye and face protection*; 437-004-1040 *Respiratory protection*; 437-004-1050 *Head protection*; 437-004-1060 *Hand and foot protection*; 437-004-1070 *Working underway on water*; 437-004-1075 *Working over or in water*. **Subdivision I.**

Confined spaces

The primary danger of a confined space is the hazardous atmosphere created when materials in the space decompose and produce gases such as hydrogen sulfide, methane, ammonia, and carbon dioxide. Such gases displace or use up the oxygen in unventilated spaces, creating conditions that are immediately dangerous to life and health (IDLH).

Other types of confined spaces such as grain storage bins, silos, or hoppers have unstable surfaces that can trap or bury workers.

Smart practices

- ❑ Employees test the atmosphere of a confined space with a combustible gas indicator or oxygen meter immediately before they enter to ensure that the space is free of toxic gases and has sufficient oxygen.
- ❑ An employee who enters an IDLH confined space uses a supplied-air respirator or self-contained breathing apparatus, wears a safety belt and attached lifeline, and has an emergency responder stationed immediately outside the space with similar equipment.
- ❑ Employees receive training in recognizing and controlling IDLH confined space hazards before they enter.
- ❑ Appropriate rescue equipment is immediately available for IDLH confined space emergencies.

What OR-OSHA rules apply?

437-004-1250 *Confined and hazardous spaces*. **Subdivision J.**



Farm labor housing

When your agriculture labor housing registration has lapsed for more than a year or has undergone a change in ownership, you must have an OR-OSHA pre-occupancy consultation before registering the facility. The consultation and registration are free. Contact OR-OSHA at (503) 378-3272 or www.orosha.org to request a consultation.

Smart practices

- You register your farm labor housing with OR-OSHA yearly, before the housing is occupied.
- When you renew a labor housing registration, you contact OR-OSHA at least 45 days before the housing is occupied.
- You display the farm labor housing registration certificate where employees will see it, with a translation in the employees' native language. The certificate must clearly show the camp's opening and closing dates.

What OR-OSHA rules apply?

437-004-1120 *Agricultural labor housing and related facilities.*
Subdivision J.



Field sanitation

Employers must provide basic sanitation facilities and supplies for agricultural workers who prepare, prune, plant, harvest, package, or do other field-crop hand labor. Required facilities and supplies:

- Safe drinking water and a proper way to dispense it
- Clean toilet facilities and adequate supplies
- Adequate hand washing facilities, including potable water, soap, and single-use towels

Smart practices

- ❑ Potable water is available to employees who do hand-labor work in the field.
- ❑ One toilet facility and one hand-washing facility are available for every 20 employees.
- ❑ Toilet facilities have adequate ventilation, appropriate screens, and self-closing doors that latch from the inside to ensure privacy.
- ❑ The structures of stationary and portable toilets are stable and in good repair.
- ❑ Toilet facilities for more than one person have separate stalls and doors with inside latches to ensure privacy.
- ❑ Toilet seats have lids that raise so that they can be used as urinals when there are no separate urinals.
- ❑ Toilet facilities are marked “women” and “men” in the employees’ native language or have easily understood symbols.
- ❑ There is enough toilet paper to meet employees’ needs during each work shift.
- ❑ Toilet and hand-washing facilities are adjacent and no more than a five-minute or $\frac{1}{4}$ -mile unobstructed walk from the field work.
- ❑ A field sanitation notice is posted in the employees’ native language where food crops are grown or harvested for human consumption.



What OR-OSHA rules apply?

437-004-1110 *Field sanitation for hand labor work.*
Subdivision J.

Lockout and tagout

Before employees service equipment it's critical that they know whether hazardous energy could cause the equipment to start or move unexpectedly; if it could, they must know how to isolate the energy. All it takes for an accident is an employee who services equipment without considering sources or forms of hazardous energy.

Smart practices

- ❑ You have a written energy-control program to protect employees who service or maintain equipment.
- ❑ Employees are trained to recognize types and sources of hazardous energy and to know how to control it.
- ❑ Employees are able to lock out all energy-isolating devices; those who can't lock out energy-isolating devices follow equally effective tagout procedures.
- ❑ Each lock that an employee uses on an energy-isolating device has a unique key or combination.
- ❑ Employees use lockout and tagout devices only for controlling hazardous energy.
- ❑ Lockout and tagout devices are easy to recognize.
- ❑ Lockout and tagout devices identify the employees who apply them.
- ❑ You review your energy-control program annually to ensure that it's effective.

What OR-OSHA rules apply?

437-004-1275 *The control of hazardous energy (lockout/tagout)*. **Subdivision J.**



Manure lagoons

Manure lagoons can quickly take the lives of workers and would-be rescuers. Ensure that workers and children stay away from manure lagoons – even empty ones.

Smart practices

- ❑ Vats or pits that are more than four feet deep and that contain manure or other hazardous materials meet at least one of the following requirements:
 - They're covered with material strong enough to support imposed loads.
 - They're protected by standard guardrails or they're protected by barriers that extend at least 42 inches above an adjacent floor.
- ❑ Manure lagoons or earthen manure storage ponds meet the following requirements:
 - They have curbs, shear rails, or other barriers if vehicles could drive or roll into them.
 - They have standard guardrails or other barriers if employees could fall into them.
- ❑ You prohibit employees from entering vats, pits, separators, or other areas that may be immediately dangerous to life or health (IDLH).
- ❑ A designated competent person tests the atmosphere immediately before an employee enters a vat, pit, separator, or other hazardous area to ensure that it is free of toxic gases and is not oxygen deficient.

What OR-OSHA rules apply?

437-004-1260 *Manure lagoons, storage ponds, vats, pits, and separators.* **Subdivision J.**



Sanitation

You must provide basic sanitation facilities and supplies for employees who prepare, prune, plant, harvest, package, or do other field-crop hand labor:

- Safe drinking water and dispenser
- Clean toilet facilities and supplies
- Adequate hand-washing facilities, including potable water, soap, and single-use towels

Smart practices

- Work areas are clean.
- Floors are as dry as conditions allow.
- Where work areas are wet, there are drains, false floors, platforms, or mats on which employees can stand on to keep dry, or employees wear waterproof shoes or boots.
- Sweepings, solid or liquid wastes, refuse, and garbage are removed often enough to keep the work area sanitary.
- Work areas have potable drinking and washing water.
- Portable drinking water dispensers are sanitary, have taps, and can be closed.
- Employees are prohibited from sharing drinking cups and utensils.
- When employees eat lunch on the job, they keep away from areas that could expose them to toxic substances or other health hazards.
- Water outlets that are unsuitable for drinking have signs that read “UNSAFE-DO NOT DRINK”?
- You provide the minimum number of toilets and washing facilities for employees. One toilet for 1-15 employees; two toilets for 16-35 employees; and three toilets for 36-55 employees.
- Toilets and hand-washing facilities are clean.
- Toilets have toilet paper and toilet-paper holders.
- Mobile crews who work at locations without toilet facilities have transportation available to nearby facilities.
- Work areas have hand-cleaning facilities, cold water, soap, and single-use towels.

What OR-OSHA rules apply?

437-004-1105 *Sanitation*. **Subdivision J.**

First aid and emergency medical plans

Workplace emergencies can happen at any time; to be prudent, we should prepare for them. The correct response to an emergency is better than an immediate, incorrect one.

Smart practices

- You have first-aid supplies for injuries that could occur at your workplace.
- First-aid supplies are available for all employees on all shifts.
- You keep the first-aid supplies in a clearly marked container that protects them from damage, deterioration, or contamination.
- You have a plan for dealing with medical emergencies and you post it where employees can read it.
- You have transportation for moving an injured employee to an ambulance or a medical facility.
- Employees understand your emergency medical plan and their responsibilities during an emergency.
- You have a method for decontaminating employees when hazardous substances get into their eyes or on their bodies.

What OR-OSHA rules apply?

437-004-1305 *Medical services and first aid*. **Subdivision K.**



Fire protection

Agricultural workplaces are often isolated from fire services and lack water for major fires. Preparation and prevention planning are critical fire-protection activities.

Smart practices

- You store combustible waste, including oily rags, in covered metal receptacles.
- Electric lights and equipment that are exposed to flammable or explosive gases, vapors, mists, or dust comply with the Oregon Electrical Specialty Code.
- Employees are prohibited from smoking or using open flames or spark-producing devices in areas for fueling, servicing fuel systems, or storing flammable and combustible liquids. You post “No Smoking or Open Flame” signs in these areas.
- You have appropriate fire extinguishers in work areas:
CLASS A: for ordinary combustible materials fires
CLASS B: for flammable liquid, gas, or grease fires
CLASS C: for energized-electrical-equipment fires
- Fire extinguishers are mounted on hangers, brackets, in cabinets, or on shelves no more than 3.5 feet above the floor if they weigh more than 40 pounds - no more than five feet above the floor if they weigh less than 40 pounds.
- Fire extinguishers are unobstructed and easy to see.
- Fire extinguishers are inspected at least yearly to ensure they are usable and fully charged.
- You have a written fire-prevention plan with procedures for controlling accumulations of flammable and combustible waste materials and reporting fires if you have 11 or more year-round employees.
- You review the fire-protection plan with new employees and inform them of fire hazards in their work areas.
- If you require employees to fight fires, you provide them with adequate training and appropriate fire-fighting equipment.

What OR-OSHA rules apply?

437-004-1430 *Sources of fire*; 437-004-1440 *Required postings*; 437-004-1450 *Extinguishers*; 437-004-1460 *Fire prevention plan*; 437-004-1470 *Training*. **Subdivision L.**

Compressed air and boilers

Compressed air is extremely forceful and can dislodge particles that injure eyes and penetrate skin. Use a brush or a vacuum cleaner to clean clothing instead of compressed air.

Smart practices

- ❑ Employees are prohibited from using compressed air or gas to clean clothing.
- ❑ When cleaning work areas or equipment with compressed air, employees keep the pressure below 30 psi.
- ❑ When cleaning work areas or equipment with compressed air, employees use chip guards and wear personal protective equipment.
- ❑ Piping systems and components that carry pressurized air, steam, or other pressurized substances are designed to withstand those pressures.
- ❑ You use non-metallic pipe for pressurized air or gas only if the pipe manufacturer recommends it.
- ❑ If you use PVC pipe to carry compressed air, you bury or enclose the pipe.
- ❑ Your compressors have pressure-relief valves and pressure gauges.
- ❑ Employees check the safety devices on compressed-air systems frequently.
- ❑ Before an employee repairs a compressor's pressure system he or she bleeds off the pressure and locks out the system.
- ❑ You post signs that warn employees about compressors starting automatically.
- ❑ All high-temperature pipelines (140° F or higher) that are within seven feet of a floor or work platform are insulated to protect employees.
- ❑ Boilers and pressure vessels meet the design and operation standards in Oregon's Boiler and Pressure Vessel Safety Law.

What OR-OSHA rules apply?

437-004-1505 *Air receivers and pressure systems;*
437-004-1525 *Boilers and steam systems.*

Subdivision M.



Forklifts

Most forklift accidents involve employees who don't follow safe operating procedures or employers who don't enforce safe work practices or don't train operators properly.

Smart practices

- The shear points on all forklift loaders and similar vehicles are guarded.
- If employees operate non-electric powered forklifts in enclosed areas, the areas are well ventilated.
- Employees are prohibited from walking under the raised forks of a forklift.
- The operator is the only person permitted to ride a forklift unless the forklift is designed to accommodate another rider.
- When employees leave a forklift unattended, they lower the forks or the platform, neutralize the controls, turn the power off, and set the brakes.
- Employees shut off forklifts when they fuel them.
- Only authorized persons are permitted to repair forklifts.
- Employees safety-check forklifts before they use them and take them out of service when they are unsafe.
- You have a training program for employees who operate forklifts that meets the requirements of 437-004-1700(8).

What OR-OSHA rules apply?

437-004-1700 *Forklifts and other powered industrial trucks.*
Subdivision N.



Material storage

Store all flammables away from ignition sources and in appropriate containers. Use only what you need to do a job at a particular time. Store soiled, oily, or dirty rags in their own containers – not in other trash containers.

Smart practices

- Employees store material so that it doesn't create a hazard.
- Stored items are stacked, blocked, or interlocked so that they are stable, secure, and won't collapse.
- Storage areas do not have tripping, fire, or explosion hazards.
- Employees store material so that it doesn't block lights, fire extinguishers or sprinklers, aisles, exits, or electrical-control panels.
- Employees store hazardous materials separately from other materials and identify them with appropriate warning signs.
- Employees remove nails from used lumber before they stack it.
- Storage areas and material handling equipment are designed, installed, and used according to manufacturer's instructions.

What OR-OSHA rules apply?

437-004-1610 *General requirements*. **Subdivision N.**



Ropes, chains, and hoists

Working under equipment is dangerous – especially hydraulically supported equipment; a load will fall if a line breaks, a valve leaks, or a control lever is moved accidentally. Make sure all safety supports are in place or that the equipment is completely blocked before working under it.

Smart practices

- Employees inspect rigging and hoisting devices before they use them.
- Employees promptly remove defective rigging or hoisting devices from service.
- Employees are prohibited from tying knots in chains or slings.
- Employees are prohibited from using makeshift hooks, links, or fasteners.
- Employees use only approved factory-made attachments or fasteners.
- Hoist attachments and hooks have safety latches or safety hooks to prevent loads from lifting out of the hooks.
- Employees inspect ropes frequently.
- Employees are prohibited from using rope that shows signs of excessive wear or other defects that would reduce its rated strength below the safe working load.
- Employees are prohibited from walking or working under suspended loads.
- Employees are trained before they operate hoists.
- Cranes, hoists, and jacks have rated capacities marked so that employees see them.
- When employees raise vehicles on jacks, they block them with jack stands.

What OR-OSHA rules apply?

437-004-1805 *Rope, chain, rigging, and hoists*. **Subdivision N.**



Storage of hazardous chemicals and pesticides

Properly storing hazardous chemicals and pesticides extends their shelf life and protects workers and the environment.

Purchase only enough pesticide for a specific job or for the growing season. Small-volume purchases may be more expensive ounce for ounce, but you'll reduce waste and storage space.

Smart practices

- Employees store hazardous chemicals separately and identify them with appropriate labels such as herbicide, fungicide, insecticide, fertilizer, acid, base, or oxidizer.
- Employees store hazardous chemicals according to the instructions on the container labels or the chemicals' material safety data sheets.
- Storage areas are ventilated and well-lighted.

Storing restricted-use pesticides

- Storage areas are locked to keep out unauthorized persons.
- Concrete and wood floors do not absorb chemicals.
- You have a method for containing spilled chemicals that protects employees.

Other considerations for storing pesticides

- You restrict access to stored pesticides to employees who are responsible for the pesticides and who understand the pesticides' hazards.

What OR-OSHA rules apply?

437-004-1680 *Storage of hazardous chemicals.*

Subdivision N.



Farm field equipment

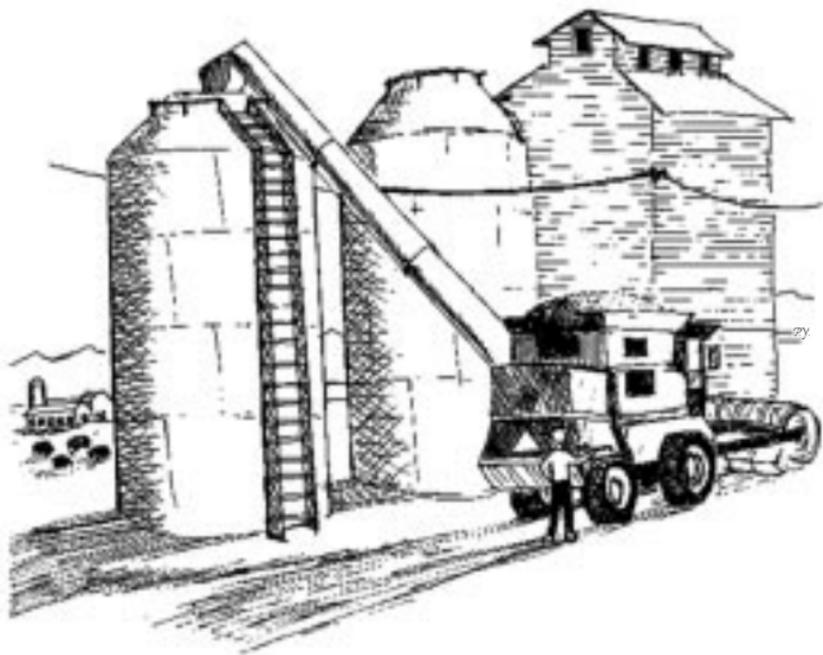
Farm field equipment includes tractors and other self-propelled field equipment. Be aware of power-take-off (PTO) shaft hazards. Power take off shafts transfer power from a tractor to farm field equipment such as a balers, feed wagons, and nut sweepers. They rotate at speeds up to 1,000 rpm and can instantly entangle clothing, jewelry, limbs, or hair.

Smart practices

- Power-take-off shafts on PTO-driven equipment have master shields or a similar guards.
- Master shields and guards are strong enough to support operators who use a shield as a step to get on or off a tractor.
- There are signs on PTO-driven equipment that remind operators to keep the master shields in place.
- All exposed power-driven gears, belts, chains, sheaves, pulleys, sprockets, and idlers have guards.
- All guards, shields, and access doors are in place when farm field equipment is running.

What OR-OSHA rules apply?

437-004-1940 *Farm field equipment*. **Subdivision O.**



Farmstead equipment

Farmstead equipment is normally stationary. Examples: rotary beaters, mixing augers, feed rolls, conveying augers, and grain spreaders.

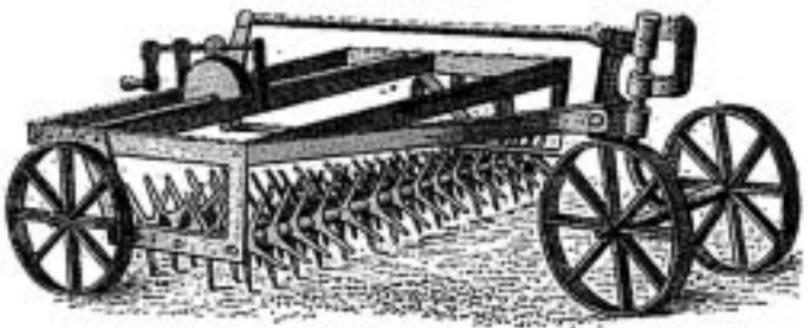
Shield augers and auger drives. An unshielded auger can amputate fingers, hands, or arms in a fraction of a second. And be aware of overhead power lines when you're using an auger; even small augers can extend far into the air.

Smart practices

- ❑ The exposed flights on your portable augers have guards with grating or solid covers.
- ❑ Material flow openings on augers are no larger than necessary.
- ❑ Guards are positioned so that no part of an employee's body contacts the auger flights.
- ❑ Fans that have blades within seven feet of the floor have guards with openings no larger than 1/2 inch.
- ❑ Carton- and bag-stitching machines have guards that prevent employees from contacting the stitching head and other pinch or nip points.

What OR-OSHA rules apply?

437-004-1970 *Farmstead equipment*. **Subdivision O.**



General machine guarding

There are many ways to safeguard workers from a machine's exposed moving parts. In general, fixed guards should enclose the dangerous parts on power transmission apparatus. Options for safeguarding the point of operation – the point at which work is performed – depend on motion of the exposed parts and the action they perform. Most new machines have safeguards installed by the manufacturer; however, older machines may lack them.

Smart practices

- Exposed moving parts of machines such as rip saws, rotary mowers, and tillers are guarded.
- A machine operator can reach a machine-stop switch without leaving his or her normal operating position.
- Fixed machines have red or orange stop buttons.
- Fixed machines are securely anchored.
- Machine control switches are positioned or guarded so that they can't be moved accidentally.
- Electrical-switch start buttons are recessed.

What OR-OSHA rules apply

437-004-1910 *General equipment guarding*. **Subdivision O.**

Grinders

Never operate a grinder without wearing safety glasses, goggles, or a face shield. When material produces dust or other particles, consider wearing a NIOSH-approved dust mask.

Smart practices

- ❑ Grinders are securely mounted on floors, benches, or foundations.
- ❑ Employees remove from service grinders or abrasive wheels that vibrate or that are out of balance or out of round.
- ❑ Grinders have work rests that are adjusted to within $\frac{1}{8}$ -inch of the wheel and tongue guards that are adjusted to within $\frac{1}{4}$ -inch of the wheel.
- ❑ Employees who do grinding work wear goggles or face shields.

What OR-OSHA rules apply?

437-004-2100 *Grinders*. Subdivision O.



Powered saws

Avoid loose-fitting clothes and long hair and remove rings, watches, neck chains, and other jewelry that might become entangled in a powered saw.

Smart practices

- Belts, pulleys, gears, shafts, and other moving parts on your power saws are guarded.
- Employees use feather-boards or suitable jigs when standard guards aren't feasible for work such as dadoing, grooving, jointing, moulding, and rabbeting.
- All power and operating controls are within reach of the operator.
- Foot-operated controls can't be accidentally activated.
- The feed rolls on feeder attachments have guards that prevent an operator from touching hazardous parts.
- Both sides of band-saw wheels are covered.
- All unused parts of a band-saw blade are covered.
- Radial arm saws have hoods that completely enclose the upper portions of the blades, including the ends of the saw arbors.
- Radial arm saw blades do not extend beyond the front edges of tables or roll cases.
- Radial arm saws have lower blade guards that enclose the saw blade and automatically adjust to the thickness of materials.
- When employees use a radial arm saw for ripping, they make sure that the saw has a spreader in line with the blade, and anti-kickback fingers on each side of the blade.
- The radial arm saw blade automatically returns and stays at the back of the table.
- Table saws have hoods that cover the blades to the depth of the teeth.
- Table saw hoods automatically adjust to the thickness of the material cut.
- Table-saw hoods protect operators from flying splinters and broken saw teeth.
- When employees use a table saw for ripping they make sure there is a spreader in line with the blade and anti-kickback fingers on each side of the blade.
- Employees use push sticks to guide short stock and ends through table saws.

What OR-OSHA rules apply?

437-004-2000 *Powered saws*. **Subdivision O.**

Tools, power tools, chain saws, and jacks

Chain saws are dangerous in the hands of careless or inexperienced operators. Most accidents happen when the operator touches a moving chain saw blade or when the tip of the guide bar contacts an object or is pinched and recoils.

Smart practices

- ❑ Employees promptly remove tools from service that have damaged electric cords or defective parts.
- ❑ Tool handles are free of sharp edges or splinters and firmly attached to the tools.
- ❑ The heads of shock tools such as hammers, sledges, and cold chisels are dressed or ground so that they will not mushroom or crack.
- ❑ Employees inspect chain saws before they use them and keep them in good condition.
- ❑ Employees remove chain saws from service if they have cracked or loose handlebars or defective parts.
- ❑ Employees stop chain saw engines before they fuel them.
- ❑ If the chain saws have chain brakes, the chain brakes are working.
- ❑ Hand-held gasoline chain saws have constant pressure throttle controls that shut off the saws when the throttles are released.
- ❑ Jacks are rated equal to or greater than the weight of the load they support.
- ❑ Load ratings are legibly and permanently marked on jacks.
- ❑ Employees use jacks on firm foundations or block them at the base.
- ❑ Employees inspect jacks frequently - and immediately after an abnormal load or shock - to ensure that they're safe.
- ❑ Employees mark "Do Not Use" on defective jacks and remove them from service until they're repaired.

What OR-OSHA rules apply?

437-004-2220 *General requirements for small tools*; 437-004-2230 *Guarding of portable powered tools*; 437-004-2260 *Other portable tools and equipment*. **Subdivision P.**

Welding

Welding is a process of joining metals by heating them to their melting points; hazards include fumes, gases, dust, noise, vibration, and radiation.

Smart practices

- Fire-extinguishing equipment is ready to use in a welding emergency.
- Empty drums, barrels, tanks, and other containers are free of flammable, explosive, or toxic vapors.
- Employees test containers on which they do welding, abrasive cutting, or other hot work to ensure the containers are free of flammable or toxic vapors.
- Employees use shaded goggles or other eye protection when they do gas welding or oxygen cutting.
- Employees use transparent face shields or goggles when they do resistance welding or brazing.
- Employees wear helmets and hand shields to protect their faces, necks, and ears when they do arc welding.
- Employees are prohibited from wearing clothing made from flammable or synthetic materials when they are welding, cutting, or brazing.
- Employees remove all electrodes from the holders and turn arc welding machines off when they take lunch breaks and at the end of a workday.
- Employees close torch valves when they take lunch breaks and at the end of a workday.
- The contents of all compressed-gas cylinders are legibly marked.
- Compressed-gas cylinders are stored away from radiators and other heat sources.
- Compressed-gas cylinders have hand-tightened valve-protection caps in place when they're not used.
- Compressed-gas cylinders are securely fastened so that they will not fall over.
- Oxygen and fuel-gas cylinders are stored at least 20 feet apart or within a noncombustible barrier at least five feet high that has a fire-resistance rating of at one-half hour or longer.
- Fuel-gas storage areas have signs that read **"DANGER! NO SMOKING, MATCHES, OR OPEN FLAMES."**

Welding (continued)

- ❑ Employees remove regulators from service if they have cracked, broken, or defective parts.
- ❑ When employees stop welding or cutting for an extended period they release the pressure-adjusting screws to prevent regular burn out.
- ❑ Approved backflow valves or flashback valves are installed between the blowpipe or torch and the hoses.
- ❑ Employees remove arc welder lead cables or electrode lead cables from service if they have damaged insulation or exposed conductors.

What OR-OSHA rules apply?

437-004-2310 *General requirements*; 437-004-2350 *Oxygen-fuel gas welding and cutting*; 437-004-2400 *Arc welding and cutting*. **Subdivision Q.**

Electrical

Working with grain augers, bale elevators, irrigation pipe, and other tall equipment? Avoid overhead power lines! Never store or upend irrigation pipe within 100 feet of overhead power lines.

Smart practices

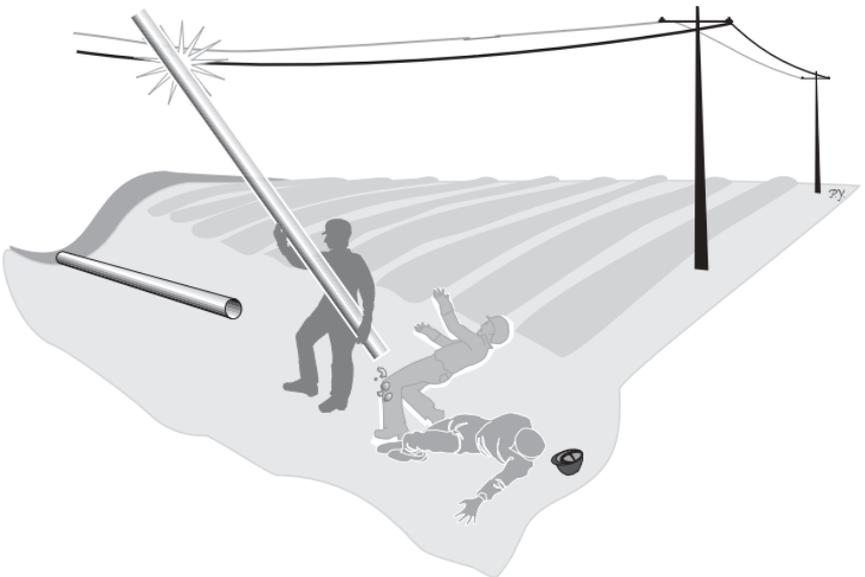
- All lights within seven feet of floors or work surfaces have guards that protect them from breaking.
- There is at least three feet of unobstructed space in front of electrical panels.
- Fixtures in wet or damp areas are made for those conditions.
- Walkways are free of power cords.
- Temporary wiring is grounded.
- Extension cords for portable electric tools and appliances have three-wire grounding plugs.
- Employees remove worn and frayed electric cords from service.
- Extension cords are protected from pedestrian traffic and sharp corners.
- Electrical cables that pass through work areas are covered or elevated to protect them from damage.
- Employees are prohibited from using staples to fasten flexible electrical cables and extension cords.
- Employees are prohibited from substituting flexible electrical cables and extension cords for fixed structural wiring.
- Employees are prohibited from plugging extension cords together to make them longer.
- Exposed non-current-carrying metal parts on fixed electrical equipment are grounded.
- Circuit breakers are legibly labeled.
- Employees are prohibited from storing irrigation pipe within 100 feet of power lines.
- Employees are prohibited from upending irrigation pipe within 100 feet of power lines.
- Employees are prohibited from setting up irrigation systems that discharge toward, or come within, 10 feet of power lines.

Electrical (continued)

- ❑ Employees are prohibited from working within 10 feet of power lines.
- ❑ Equipment that could contact a high-voltage power line has a sign readable from a distance of 12 feet that says “Unlawful to operate this equipment within 10 feet of high-voltage lines.”
- ❑ Buildings exposed to dust or moisture have dust-proof and weatherproof electrical enclosures.

What OR-OSHA rules apply?

437-004-2810 *General requirements*; 437-004-2850 *Temporary lighting and wiring*; 437-004-2860 *Flexible cable and extension cords*; 437-004-2870 *Attachment plugs and receptacles*; 437-004-2880 *Cord and plug-connected equipment*; 437-004-2900 *Grounding and bonding*; 437-004-2950 *Switches and circuit breakers*; 437-004-3000 *Identification and load ratings*; 437-004-3050 *Work near overhead lines*; 437-004-3075 *Agricultural buildings with special hazards*. **Subdivision S.**



Excavation

An excavation is a man-made cut, cavity, depression, or trench in the earth. Trench cave-ins pose the greatest risk to workers and are more likely than other excavation-related accidents to result in fatalities.

Smart practices

- Employees are prohibited from entering excavations or trenches that are more than five feet deep unless there is an engineered system in place to protect them from cave-ins.
- Employees are prohibited from entering excavations less than five feet deep if the sides are losing their shape or becoming unstable.
- Employees have a safe way to get into and out of excavations that are more than four feet deep.
- Employees are prohibited from entering an excavation that contains accumulating water.

What OR-OSHA rules apply?

437-004-3100 *Excavation*. **Subdivision T.**

Rollover protective structures (ROPS)

Tractor rollovers cause one out of five farm fatalities. Safe operating practices and rollover protection prevent fatalities.

Smart practices

- ❑ Tractors manufactured after October 25, 1976, are equipped with ROPS. (Exceptions: low-profile tractors used inside agricultural buildings and tractors used with mounted equipment incompatible with ROPS.)
- ❑ Operators use seat belts on ROPS-equipped vehicles.
- ❑ Every ROPS has a permanent label that shows the manufacturer's name and address; the model number; the tractor make, model, or series; and proof that it was tested.

What OR-OSHA rules apply?

437-004-3600 *Roll-over protective structures (ROPS) for tractors in agriculture*; 437-004-3650 *Roll-over protective structures for industrial vehicles*. **Subdivision U.**



Vehicles

Drive slow-moving vehicles on the shoulders of highways. Avoid straddling the shoulder and the paved lane. If it's not possible to drive on the shoulder, use the paved lane. Pull over to let traffic pass when a shoulder is available.

Smart practices

- Employees are prohibited from operating unsafe vehicles.
- Only trained, authorized employees operate vehicles.
- Employees are prohibited from riding on any part of a vehicle not intended for passengers.
- Vehicles have access steps, ladders, handholds, or grab bars.
- Backs of vehicle cabs that are exposed to shifting loads have substantial bulkheads.
- Cracked or broken window glass is repaired when it impairs the vehicle operator's vision.
- Loaded vehicles can brake safely on grades over which they travel.
- Parking brakes hold loaded vehicles wherever they're parked.
- Vehicles that employees operate at night have sufficient light in the operator's station.
- Vehicles have regular safety inspections.
- Employees are prohibited from smoking within 35 feet of vehicles that are being fueled.
- Employees shut off gasoline-powered vehicle engines when the vehicles are being fueled.
- Commercial and industrial vehicles have horns that can be heard above the surrounding noise.
- Vehicles that obstruct the operator's view to the rear have backup alarms that can be heard above the surrounding noise.
- Employees are trained before they drive agricultural tractors and annually thereafter.

What OR-OSHA rules apply?

437-004-3410 *Agricultural, commercial and industrial vehicles*; 437-004-3420 *Working from vehicles and vehicle loads*; 437-004-3430 *Training for agriculture tractor operators*; 437-004-3460 *Industrial vehicles*. **Subdivision U.**

Pesticides and the worker protection standard

The Environmental Protection Agency's Worker Protection Standard is intended to prevent poisonings among workers and handlers of agricultural pesticides. What the WPS covers:

- Pesticide safety training
- Notification of pesticide applications
- Use of personal protective equipment
- Restricted entry intervals following pesticide application
- Decontamination supplies
- Emergency medical assistance

Smart practices

- You display the Environmental Protection Agency's Pesticide Worker Safety poster where employees will see it.
- You display pesticide information for each application: the location of a treated area, the pesticide product name, active ingredient, EPA registration number, time, and application date.
- You display pesticide information for 30 days following the restricted-entry interval.
- You display pesticide information when handlers or employees are at a site during an application or when a restricted-entry interval has been in effect within the past 30 days.

Decontamination for handlers

- Decontamination sites have clean water, soap, disposable towels, and clean coveralls.
- There are decontamination sites for handlers at mix/load areas within $\frac{1}{4}$ -mile of application sites and where handlers remove their personal protective equipment.
- Decontamination sites are available for the duration of handling activities.
- There is an emergency eyewash station at the mix/load site capable of supplying a 15-minute continuous supply of water for emergencies involving eye-damaging pesticides.
- There is at least one pint of eye-flushing water immediately available to handlers and early-entry workers if the pesticide label requires protective eyewear.

Pesticides and the worker protection standard (continued)

Decontamination for workers

- Worker decontamination sites have clean water, soap, and disposable towels.
- Decontamination sites are within 1/4-mile of worksites.

Training for handlers

- Handlers have handler training required by the Worker Protection Standard or certification as pesticide applicators.
- Handlers are trained before they apply pesticides.
- Handlers have hazard-communication training.
- Handlers read or are informed of the information on the pesticide labels and have access to the labels.

Training for workers

- Workers have Worker Protection Standard training or they are certified as pesticide applicators.
- You have given pesticide workers the OR-OSHA publication "Safe Practices - Working With Hazardous Agricultural Chemicals" and told them who to contact for more information about hazardous chemicals.
- Workers receive Worker Protection Standard training before the sixth day of entry into treated areas.
- Early-entry workers have the additional training required by the Worker Protection Standard.
- The trainers are qualified to conduct Worker Protection Standard training.
- Workers are retrained every five years.
- Training is specific to the conditions at the work site.
- Training material is presented so that the workers can understand it.

Entry restrictions

- Workers are prohibited from entering a treated area during the restricted-entry interval - except during early-entry with no contact.
- Early-entry workers with contact remain in the treated area for no longer than one hour every 24 hours.

Personal protective equipment

- You provide employees with, and they wear, personal protective equipment that the pesticide label requires.
- Employees are trained to use personal protective equipment properly.

Pesticides and the worker protection standard (continued)

- ❑ Employees inspect personal protective equipment daily, before they wear it.
- ❑ Employees follow the manufacturers' instructions when cleaning and maintaining personal protective equipment.
- ❑ Employees have a clean place to store personal protective equipment.
- ❑ Employees know how to avoid heat stress when they wear restrictive personal protective equipment.

Emergency assistance

- ❑ Emergency transportation is available to employees who are harmed by pesticides.
- ❑ You can provide emergency responders with critical information about any pesticide that harms an employee.

Monitoring pesticide handlers

- ❑ Pesticide handlers who use pesticides with skull-and-crossbones labels maintain sight and voice contact at least every two hours.
- ❑ A pesticide handler who applies a fumigant in a greenhouse has continuous visual or voice contact with another handler. The other handler has immediate access to rescue equipment required by the fumigant label.

What OR-OSHA rules apply?

40 CFR Part 170 *Worker protection standard*.
Subdivision W.



Air contaminants

Agricultural workers can be exposed to contaminants such as grain dust, molds, pollen, animal dander, dirt, and welding and diesel fumes. Long-term exposures can cause serious health problems.

Smart practices

- You have determined where employees could be exposed to air contaminants and have evaluated the areas to determine whether exposure exceeds safe levels.
- You require employees to use appropriate respirators in areas where they are exposed to air contaminants above safe levels.
- You provide employees who are exposed to grain dust and other nuisance dusts with NIOSH-approved dust masks.
- You test areas where employees use grain fumigants, ventilate the areas, and ensure employees use appropriate personal protective equipment before they enter.
- Employees who operate internal combustion engines indoors ventilate the areas or vent the exhaust outdoors.

What OR-OSHA rules apply?

437-004-9000 *Air contaminants*. **Subdivision Z.**

Hazard communication

Hazard communication identifies the hazardous chemicals at your workplace and describes how you will use material safety data sheets, container warning labels, and training to inform employees.

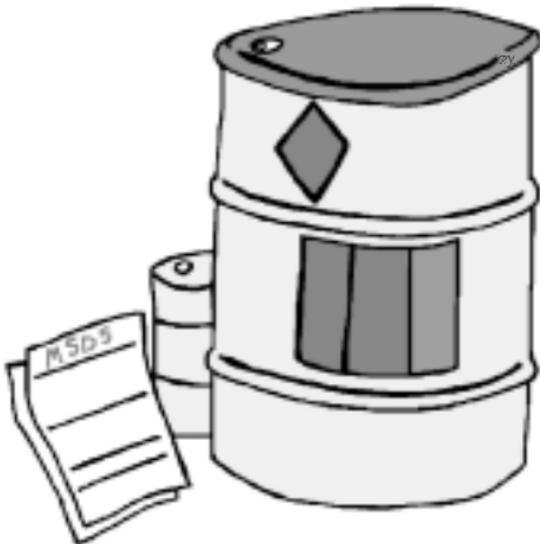
Smart practices

Your workplace has a written hazard communication plan that accomplishes the following.

- Lists hazardous chemicals to which employees may be exposed.
- Describes how you will ensure that each hazardous chemical container has a label and an appropriate hazard warning.
- Describes where you will keep material safety data sheets and whom to contact if one is missing.
- Describes how you will train employees about chemical hazards to which they may be exposed.
- Describes how you will inform employees about hazardous chemicals to which they may be exposed when they do non-routine tasks.

OR-OSHA rules

437-004-9800 *Hazard communication*. **Subdivision Z.**





OR-OSHA offers a wide variety of safety and health services to employers and employees:

Consultative Services

- Offers no-cost on-site safety and health assistance to help Oregon employers recognize and correct safety-and-health problems in their workplaces.
- Provides consultations in the areas of safety, industrial hygiene, ergonomics, occupational-safety-and-health programs, new-business assistance.
- Administers Oregon OSHA's voluntary compliance programs, the Safety and Health Achievement Recognition Program (SHARP), and the Voluntary Protection Program (VPP).

Enforcement

- Offers pre-job conferences for mobile employers in industries such as logging and construction.
- Provides abatement assistance to employers who have received citations and provides compliance and technical assistance by phone.
- Inspects places of employment for occupational-safety-and-health rule violations and investigates workplace safety-and-health complaints and accidents.

Appeals, Informal Conferences

- Provides the opportunity for employers to hold informal meetings with OR-OSHA on workplace safety-and-health concerns.
- Discusses OR-OSHA's requirements and clarifies workplace safety or health violations.
- Discusses abatement dates and negotiates settlement agreements to resolve disputed citations.

Standards & Technical Resources

- Develops, interprets, and provides technical advice on safety-and-health standards.
- Provides copies of all OR-OSHA occupational-safety-and-health standards.
- Publishes booklets, pamphlets, and other materials to assist in the implementation of safety-and-health standards and programs.
- Operates a Resource Center containing books, topical files, technical periodicals, a video and film lending library, and more than 200 databases.

Public Education & Conferences

- Conducts conferences, seminars, workshops, and rule forums.
- Coordinates and provides technical training on topics like confined space, ergonomics, lockout/tagout, and excavations.
- Provides workshops covering basic safety-and-health-program management, safety committees, accident investigation, and job-safety analysis.
- Manages the Safety and Health Education and Training Grant Program, which awards grants to industrial and labor groups to develop occupational-safety-and-health training materials for Oregon workers.

For more information, call the OR-OSHA office nearest you. (All phone numbers are voice and TTY.)

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