

LOSS CONTROL

Policyholder Training Series

Policy Training Series (PTS) Important Points:

- Employers are legally obligated to provide a safe workplace per Cal/ OSHA Act of 1973.
- As of 1991 IIPP's have been required for all CA employers.
- Written IIPP's are also required for the construction industry.
- There are eight (8) main program elements.
- There are at least seven (7) ways to communicate safety to employees.
- Employers in the construction industry are required to conduct "toolbox" or "tailgate" safety meetings every ten (10) working days.

For information about any of FirstComp's Loss Control Services, please call (888) 500-3344 or email losscontrol@firstcomp.com.

Injury and Illness Prevention Program (IIPP)

In California, every employer has a legal obligation to provide and maintain a safe and healthful workplace to his/her employees, according to the California Occupational Safety and Health Act (Cal/OSHA) of 1973. As of 1991, a written, effective Injury and Illness Prevention Program (IIPP) is required for every California employer. This requirement also applies to employers in other industries including the construction industry. What should you expect to see in an IIPP? It is a written plan that has the following elements:

- Management commitment/assignment of responsibilities
- Safety communication system with employees
- System for assuring employee compliance with safe work practices
- Scheduled inspections/evaluation system
- Accident investigation
- Procedures for correcting unsafe/unhealthy conditions
- Safety and health training and instruction
- Recordkeeping and documentation

The IIPP includes procedures that employers put into practice. Part of the employer's responsibility is to control potential workplace hazards and correct hazardous conditions or practices as they occur or are recognized. The program includes a system to communicate with employees on matters relating to occupational safety and health, including provisions designed to encourage employees to inform the employer of hazards at the worksite without fear of reprisal.

The safety communication system, one of the elements of the IIPP, should be in a form readily understandable by all affected employees. The safety communication system may include:

- Meetings
- Training programs
- Postings
- Written communications
- A system for anonymous notification by employees about hazards
- Labor/management safety and health committees
- Other means of ensuring communication with employees.

In addition to the above, the Construction IIPP requires that supervisors conduct "toolbox" or "tailgate" safety meetings with their crews at least every ten (10) working days to emphasize safety. Supervisors also need to hold periodic meetings to discuss safety problems and accidents that have occurred.

(01/2014)