Professional Aviation Safety Specialists, AFL-CIO Contract Representative Training



PASS SafetyTraining Article 54

Safety does not happen by Accident Accidents happen

Workplace Safety - Article 54

- Article 54 General Overview
 - ▶ OSHECCOMs
 - ► Training for BUE / Representatives
 - ► UCR Employee Reports of unsafe conditions
 - WIT Workplace Safety Inspections
 - ► Facility Safety Inspections and similar events
 - ► Abatement plans
 - ► Contract Representatives
 - ► Emergency Response Times



OSHECCOMs

Occupational Safety & Health Compliance Committee



Establishment/Field level OSHECCOMs

- National Charter
- Membership
- Duties and functions
- Meeting documentation Minutes
- Issue Papers



 Article 54 – OSHECCOM Occupational Safety Health & Environmental Compliance Committee

► OSHECCOM Charter



Key Points

Definitions:

d. Establishment is a single physical staffed location where Agency business is conducted or where services or operations are performed. Where distinctly separate activities are performed at a single physical location, each activity shall be treated as a separate establishment. Typically, an "establishment" as used in this Charter refers to a field activity, regional office, center, installation, or site.

j. Quorum means the number and makeup (i.e., Management and Nonmanagement Employees) necessary for a Committee, Subcommittee, or Working Group to make decisions (i.e., vote).



OSHECCOM Membership

From the National OSHECCOM Charter

9. MEMBERSHIP.

a. OSHA, in 29 CFR 1960, requires each committee to have equal numbers of Management Employees and Nonmanagement Employees who shall be Members of Record. The number of Management Employees will equal the number of Nonmanagement Employees in all committees. All committee members must be FAA employees.

(2) (a) Where employees are represented under collective bargaining arrangements, committee members shall be appointed from among those recommended by the exclusive bargaining representative;



Establishment Committees Duties

From the National OSHECCOM Charter

- 7. DUTIES and FUNCTIONS.
- c. Establishment Committees. The Establishment Committees shall:
- (1) Address safety and environmental issues that cross business lines.
- (2) Address OSH&E problems unique to their local conditions and facilities through committee activities.
- (3) Promote the OSH&E program.
- (4) Facilitate the exchange of ideas and information with regard to OSH&E issues.
- (5) <u>Send copies of minutes and reports to the Region/Center OSH&E Resource Designee. (Note: Minutes for these committees should be brief summaries of the issues discussed and the recommendations made from those discussions.)</u>

Note: Check for posting on https://ksn2.faa.gov/env-osh/OSH/OSHECCOM/Home/osheccomhome.aspx

- (6) Help to ensure effective implementation of the OSH&E program.
- (7) Brief the appropriate management official(s) after each OSHECCOM meeting as deemed necessary by the committee.
- (8) Monitor and assist the safety and health program at the establishment(s) under its jurisdiction and make recommendations to the official in charge on the operation of the program.
- (9) Monitor and recommend changes in the level of resources allocated and spent on the OSH&E program and unforeseen issues.
- (10) Be informed of all facility safety inspections so that the committee may provide representation during the inspections in order to monitor OSH&E compliance in establishment level facilities through inspection and evaluation of local facilities, equipment, and practices.



Establishment Committees Duties

Continued from National OSHECCOM Charter

- (11) Compile reports on OSH&E deficiencies when needed and forward resource requests to the Region/Center OSHECCOM for review and action
- (12) Use information collected through the established Safety Management Information Systems (SMIS) to identify unsafe and unhealthful working conditions, and to establish program priorities. All committee members shall be provided information (such as OSHA logs) from this database as requested within the timeframes set by 29 CFR 1904.35.
- (12) Use information collected through the established Safety Management Information Systems (SMIS) to identify unsafe and unhealthful working conditions, and to establish program priorities. All committee members shall be provided information (such as OSHA logs) from this database as requested within the timeframes set by 29 CFR 1904.35.
- (13) Be afforded the ability to review and provide comments/recommendations on establishment level OSH&E orders, policies, and implementation and guidance documents that affect their area of responsibility.
- (14) As requested by the next higher OSHECCOM committee level, review and provide comments/recommendations on new and proposed changes to:
- (a) standards proposed pursuant to the provisions of 29 CFR;
- (b) FAA OSH&E orders and policies;
- (c) FAA Lines of Business and Staff Office OSH&E implementation and guidance documents; and
- (d) Region, Center, and Service Area OSH&E orders, policies, and implementation and guidance documents that affect their area of responsibility.



OSHECCOM Minutes

Minutes should be recorded in the following format

Appendix B

XXXXXXXX OSHECCOM Minutes

Meeting Date:

ATTENDENCE

Role	Name	Member ()	E/ M	Alt
Chairperson				
Vice-Chairperson				
Coordinator				
	Guests	·		
Role	Name		Purpos	se

Quorum Established (Yes/No):

1a. Upcoming Scheduled Workplace Inspections:

Date/Time In-Brief	Date/Time Out-Brief	Date/Time Inspection	Inspector/ Organization	Employee Representative(s)	Facilit

1b. Completed Scheduled Workplace Inspections:

Date/Time In-Brief	Date/Time Out-Brief	Date/Time Inspection	Inspector/ Organization	Employee Representative(s)	Facilit

OSHECCOM Minutes Agenda

- Attendance
- Scheduled WIT Inspections
- Completed WIT Inspections
- Abated/Unabated WIT issues
- Abated/Unabated UCR issues
- UCR Inspections and Closed reports
- Status of Employee OSH Training
- Status of Issue Papers
- Scheduled Meetings
- Employee Safety training oversite

Example of Minutes







Example of Training status

Training	Timefra me	MGT	Emp 2	Emp 3	Emp 4	Emp 5	New Hire	Emp 7	Emp 8
Aerial Lift	Initial								2017
Hearing Protection	Annual								2017
Electrical Safety	Every 3 yrs							2017	2017
Climbing	Every 2 yrs	10/2019							
Rescue Climber	Every 2 yrs Annual Comp								
Competent Climber	Every 2 yrs								2017
Asbestos refresher	Every 2 yrs								
Snow Cat	n/a	2004				2015		2004	2004
Snow Survival	n/a	2004						2004	2004
Quad	n/a					2017			
Forklift	Every 3 yrs	2017						2017	2018
CPR	Every 2 yrs	10/2019							10/2019



OSHECCOM Issue Paper

Issue Paper Format

Provide the following information based on your knowledge of the issue.
DATE:
SUBMITTED BY:
Name Organization Phone (If the issue is being submitted by a Region, Organization, etc. provide a contact and a phone number.)
ISSUE:
BACKGROUND (Provide a brief history on the issue. Give dates and other specifics, when appropriate.)
FACTS BEARING ON THE ISSUE (Provide specific supporting facts in bullet format.)
RECOMMENDATIONS (Provide specific, detailed recommendations)
ANTICIPATED BENEFITS (such as any organizational, financial, schedule and/or other benefits; include any quantifications)
ANTICIPATED IMPACTS (such as any organizational, financial, schedule and/or other impacts; include any quantifications)

Writing issue papers

- Employees with Lift training
- Competent Climbers availability
- LOTO reviews
- Vehicle safety training
- Emergency Service availability at remote worksites
- Arc flash Reviews
- ADA compliance
- Security

Utilizing the issue paper format allows unresolved issues to be elevated to the next level OSHECCOMs.



Training for Article 54

OSHECCOM

- ▶ Intro to OSHA for other Federal Agencies ELMS FAA68000342 OSHA 6008
 - ▶ 9-hour course completed within 6 months of being assigned.
- ► OSHECCOM Supplemental ELMS FAA30200202
 - ▶ 2-hour course completed within 6 months of being assigned.
- ► OSHECCOM Refresher Training ELMS FAA30200973
 - ▶ 1 hour course required every 2 years after completion of FAA30200202

Contract Representative 29 CFR 1960.59 (b); CBA Art 54 Sect 1g

- ▶ OSHA 6005 Collateral Duty Course for Other federal Agencies
 - ▶ Instructor led 22.5-hour class with a Mock inspection
- Specialized training



UCR Unsatisfactory Condition Report



Unsatisfactory Condition Report



- ▶ Employee reports suspected hazard by filing UCR or notifying management in a verbal report.
- ► Time limits for the FAA to investigate:
 - 24 hours if imminent danger
 - 3 days if potentially serious condition
 - 20 days for other than serious safety and health conditions
- Employee provided decision within 15 days of investigation.
 - ▶ Validated management agrees it's a valid safety issue.
 - Unvalidated Not a viable safety issue, management closes UCR.
- Abatement plan if not closed within 24 hrs, 3 days or 20 days depending on the level of finding, outlines the mitigation, expected time of abatement and cause of delay 29 CFR 1960.30
- All reports, notices and abatement plans shall be sent to appropriate Establishment OSHECCOM Committee.

WEBSITE https://smis.faa.gov/

UCR Submittal

What is a workplace safety issue?

- Safety issues identified in JAI
- Electrical installation electrical code violations
- Confined space not identified or no procedures
- Facility Egress not identified or limited egress
- Climbing procedures, devices, training, equipment
- Safety Training CPR, EQSP, Climbing, Lift, offroad, boat, snowcat, high voltage,
- Slip Trip and Falls broken sidewalk, pipes, unprotected edge, ice.
- Water testing completion/out of tolerance levels
- Safety Signage ACM, Hearing, Lead, Do not climb
- Air quality mold, sewer, engine exhaust
- Equipment safety issues



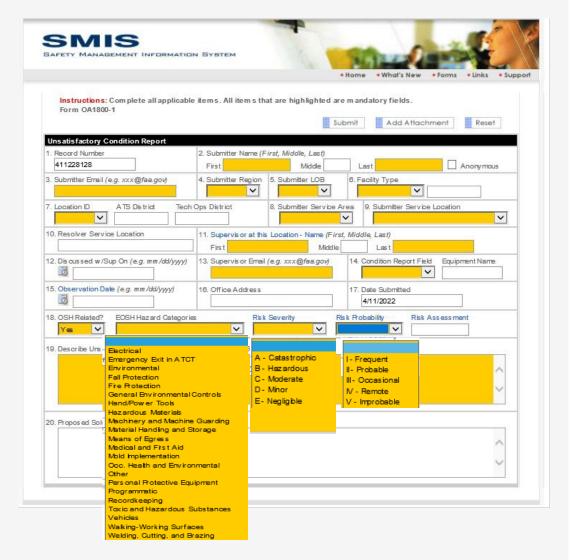
UCR – Choosing risk category

OSH Haz	ard Risk			Severity		
Assessme	nt Matrix	Α	В	С	D	E
	- 1	1	1	2	3	3
iity	Ш	1	2	2	3	3
Probability	Ш	2	2	3	4	4
Pro	IV	3	3	4	4	5
	v	3	3	4	5	5

Severity Category

- A Catastrophic May result in death or permanent disability of employee, total loss of facility, and/or irreversible environmental impact.
- **B** Hazardous May result in severe injury or occupational illness of employee, severe property damage, and/or severe or long-term environmental consequences.
- C Moderate May result in recoverable injury or occupational illness of employee, significant property damage, and/or significant but reversible environmental consequences.
- **D Minor** May result in first aid level injuries or occupational illness of employee, minor property damage, and/or slight, brief and totally correctable environmental consequences.
- E Negligible Minimal threat to employees, property, and/or environment, but still a violation of cited standard.

- I. Frequent Likely to occur immediately or very often during the lifetime of the facility/equipment.
- II. Probable Likely to occur soon or several times during the lifetime of the facility/equipment.
- III. Occasional Likely to occur at some point in the lifetime of the facility/equipment.
- **IV. Remote -** Unlikely but possible to occur during the lifetime of the facility/equipment.
- V. Improbable Highly unlikely to occur during the lifetime of the facility/equipment.



UCR Description

Description – General based information on the suspected issue. This can be assisted by photos, documents, or other attachments. The submitter is not required to submit exact reference code. Reviewer will validate the information and determine if it is a safety issue.



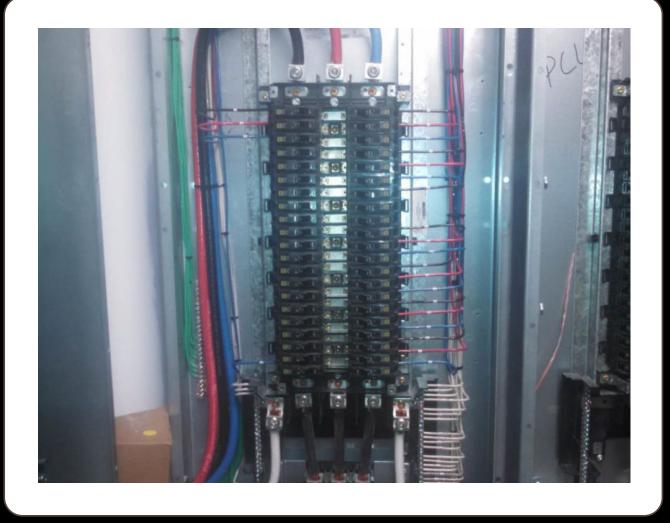


- Imminent A1
- Trenches greater than
 5' need shoring unless made with stable rock





- Imminent
- Must be guarded at all times, an open panel



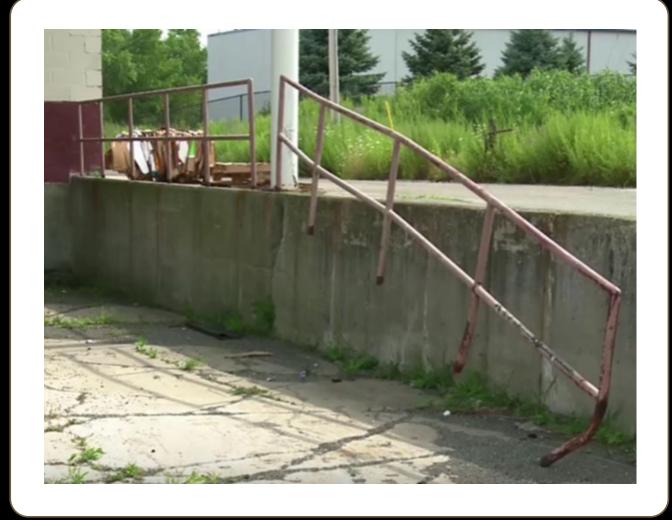


- Imminent
- Worker exposed to fall greater than 4'





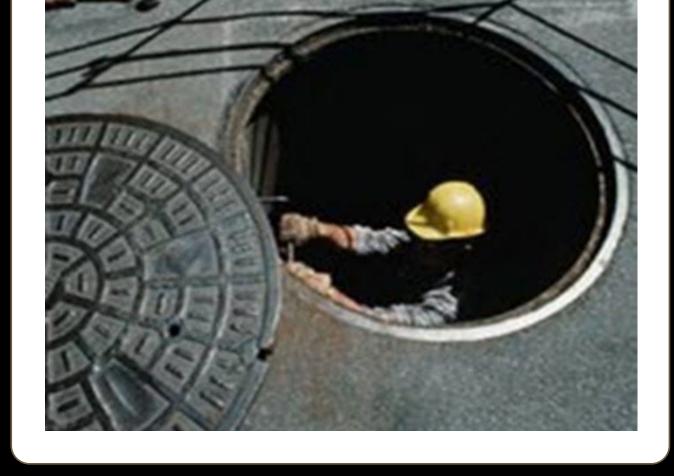
- Serious
- Unguarded fall hazard / broken guard rail





• Imminent

Is there a confined space plan
Has space been tested for
Oxygen and flammable gases





Serious

Item is not listed for commercial use. UL listed for residential use only.

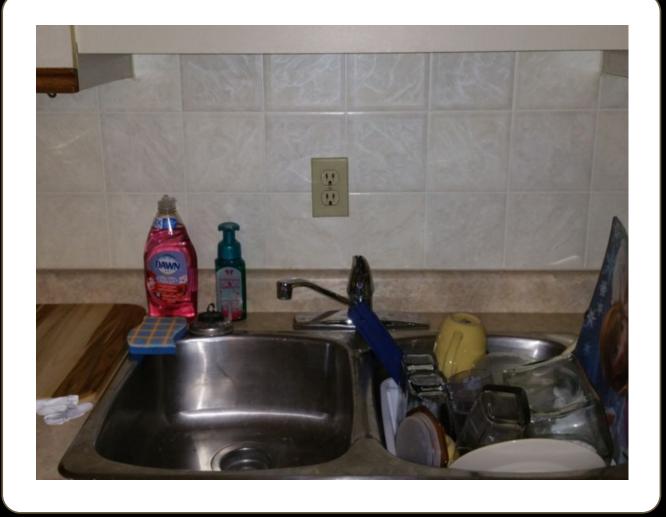






• Imminent

Outlets near 6 feet of water source must be on GFCI

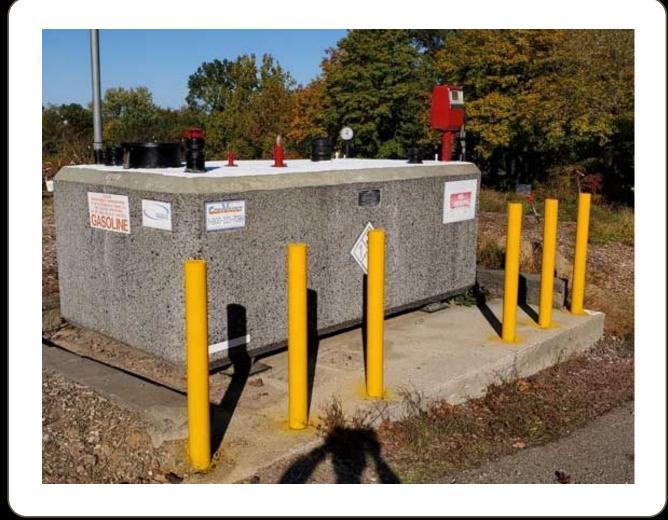




What Level of Hazard? Signage

• Other

Faded Signage, capacity required





Other

MSDS is expired; Update to SDS with 16 sections. 29 CFR 1910.1200

DATE PREPARED: 10/31/2000

MSDS No: 7071

Roundup® Weed & Grass Killer Concentrate

1. PRODUCT AND COMPANY IDENTIFICATION

PRODUCT NAME: Roundup® Weed &Grass Killer Concentrate

PRODUCT DESCRIPTION: HERBICIDE

MANUFACTURER

24 HR. EMERGENCY TELEPHONE NUMBERS

Monsanto Company Lawn & Garden Products P.O. Box 1750 Columbus, OH 43216

Emergency Phone: 1-800-225-

2883

EPA REG. NO.:71995-26 PN:7038

2. COMPOSITION / INFORMATION ON INGREDIENTS



• Serious

1926.416(e)(1)

Worn or frayed electric cords or cables shall not be used.







Risk Category Example - Imminent

- Workers in Trench depth greater than 5'
- Exposed electrical connections
- Unprotected Climbing at heights
- ACM Exposure
- Lethal gas exposure



Risk Category Example - Serious

- Electrical Box Cover missing
- Expired PPE
- Blocked Egress
- ▶ LOTO incomplete
- Guard Rail incorrect height
- Broken sidewalk trip hazard
- Improperly wired GFCI
- Exposed wires in extension cord
- Old MSDS sheets.
- Incomplete Rescue Plan



WIT - Workplace Safety Inspections

- Performed by EOSH Services, SECM, NISC, or Front-line manager
- ▶ All Facilities require annual inspection 29 CFR 1960.25
- Contract rep is required to receive written notice unless it is unscheduled, then notice as soon as practicable - Art 54
- ▶ Read only Access to WIT (Agencies Workplace inspection tool) https://eoshwit.faa.gov
- Access to all safety reports IAQ, Water quality, Lead and Asbestos sample collection, accident reports upon request
- ► Travel and per diem to participate in safety inspections
- Representative is allowed to <u>actively</u> participate in inspections without hindering inspectors' ability to complete inspection
- Posting of findings at the facility for employee notification
 - ▶ 1960.26(c)(4)Each notice of an unsafe or unhealthful working condition, or a copy thereof, shall remain posted until the unsafe or unhealthful working condition has been abated or for 3 working days whichever is later. A copy of the notice will be filed and maintained for a period of five years after abatement at the establishment and made available to the Secretary upon request.



WIT Inspection 3900-2 record / Abatement plan Example

U.S. Department of Transportation

OCCUPATIONAL SAFETY AND HEALTH INSPECTION REPORT

Federal Aviation Administration

Workplace Inspected ASE RCAG	Unit Number	Date of Inspection 08-Feb-2022
To: Facility Safety and Health Manager SETH BLAKE	From: Inspector Chad Brown FAA WSC QCG EOSH Occupational Safety and Health Specialist	
Management Representative Aaron Steinmetz	Employee Represent Donald Gilbert	ative

Unsafe or unhealthful working conditions which are identified during inspection and which do not comply with FAA adopted safety and healthy standards (including standards by the Occupational Safety and Health Administration) should be described below. Abatement dates should be noted for each deficiency listed. Where all deficiencies identified below will be corrected within 30 working days from the date of inspection. The inspection report (FAA Form 3900-2) may serve as the Notice of Unsafe or Unhealthful Condition (FAA Form 3900-1).

Standard or Regulation Cited	Description of Condition	Planned Abatement Date	Abatement Date
29 1910 E 37(a)(4)	Safeguards designed to protect employees, including fire alarm systems, sprinklers, fire doors, and exit lighting are not in proper working order.	07-Mar-2023	
	Finding - #276355: in EG room the emergency lighting system is inoperable		
	Corrective Action: Repair or replace emergency lighting system.		
29 1910 E 37(b)(6) & (7)	Exits are not marked, and/or exit signs are not visibly illuminated and/or exit signs do not have the word "EXIT" with letters at least 6" high.	07-Mar-2023	
	Finding - #276344: No Exit Sign present for facility		
	Corrective Action: Procure and install proper exit signage in facility.		
29 1910 H 106(d)(3)(ii)	Flammable and combustible liquids are not stored in compliant metal flammable cabinets.	07-Apr-2022	07-Mar-2022
	Finding - #276349: 3 Flammable items stored outside approved storage locker		
	Corrective Action: Items have been removed from facility and stored in an approved flammable storage location		
29 1910 S 303(b)(2) OSHA Interpretation Letter, 2002, 1910.303(b) (2), Compliance	Temporary electrical power and lighting wiring methods are currently being used when not allowed in place of permanent fixed wiring.	07-Apr-2022	07-Mar-2022
Requirements for Relocatable Power Taps or "Power Strips"	Finding - #276346: Microwave plugged into surge protector		

U.S. Department of Transportation Federal Aviation Administration

ABATEMENT PLAN

ABATEMENT OF UNSAFE AND UNHEALTHFUL CONDITIONS

Unsafe or unhealthful working conditions which are identified during inspection and which do not comply with FAA adopted safety and healthy standards should be corrected within 30 calendar days from the date of inspection. This form serves as an abatement plan for corrections that cannot be completed within 30 days.

From:

08-feb-2022	
	ASE RCAG
Hazard Description	
No Exit Sign present for facilit	ty
Risk assessment Level (che	eck one)
	severity and estimated accident probability
	inent threat to life, property and/or environment. Immediate actions must be taker facilities. Highest risk, highest priority.
	threat to safety, health, property and/or environment. Immediate actions must be s and facilities. High risk, high priority.
Level 3 = Moderate threat mitigate hazard. Moderate ris	to safety, health, property and/or environment. Prompt actions should be taken to k, moderate priority.
	threat to safety, health, property and/or environment. Actions should be taken to her priorities. Low risk, low priority.
	nature of a technical violation of a standard with little or no real-world impact.
Actions should be taken to co	orrect finding to achieve compliance. Lowest risk.
Interim Control Measures	prect inding to achieve compliance. Lowest risk.
Interim Control Measures	
Interim Control Measures Inform technicians of hazard.	Planned Corrective Actions
Interim Control Measures Inform technicians of hazard. Procure and install proper exi Estimated Cost	Planned Corrective Actions it signage in facility. Estimated Completion date
Interim Control Measures	Planned Corrective Actions it signage in facility.
Interim Control Measures Inform technicians of hazard. Procure and install proper exi Estimated Cost	Planned Corrective Actions it signage in facility. Estimated Completion date 07-Mar-2023 ete the remaining boxes when the abatement is completed)
Interim Control Measures Inform technicians of hazard. Procure and install proper exi Estimated Cost	Planned Corrective Actions it signage in facility. Estimated Completion date 07-Mar-2023
Interim Control Measures Inform technicians of hazard. Procure and install proper exi Estimated Cost	Planned Corrective Actions it signage in facility. Estimated Completion date 07-Mar-2023 ete the remaining boxes when the abatement is completed)
Interim Control Measures Inform technicians of hazard. Procure and install proper exi Estimated Cost	Planned Corrective Actions it signage in facility. Estimated Completion date 07-Mar-2023 ete the remaining boxes when the abatement is completed)
Interim Control Measures Inform technicians of hazard. Procure and install proper exi Estimated Cost 50.00 (Comple	Planned Corrective Actions it signage in facility. Estimated Completion date 07-Mar-2023 ete the remaining boxes when the abatement is completed) Actual Corrective Actions

Abatement Plans - Must include

Reason for delay - Funding, location, personnel etc.

Anticipated time hazard will be closed.

Interim Control Measures

29 CFR 1960.30(c)

The <u>official in charge</u> of the establishment shall promptly prepare an abatement plan with the appropriate participation of the establishment's Safety and Health Official or a designee, if in the judgment of the establishment official the abatement of an unsafe or unhealthful working condition will not be possible within 30 calendar days. Such plan shall contain an explanation of the circumstances of the delay in abatement, a proposed timetable for the abatement, and a summary of steps being taken in the interim to protect employees from being injured as a result of the unsafe or unhealthful working condition. A copy of the plan shall be sent to the safety and health committee, and, if no committee exists, to the representative of the employees. Any changes in an abatement plan will require the preparation of a new plan in accordance with the provisions of this section.



Abatement Plan - Reason for Delay

If the listed hazard is not removed within 30 calendar days.

The abatement plan must include:

Reason for delay

- Funding
- ► Location actually only for extremely remote sites
- Staffing availability



Abatement Plan - Anticipated Time

- Anticipated time hazard will be closed.
 - ► This date is subjective based on the type of hazard. As the local rep that timetable question would be
 - ▶ Does it take 1 year to purchase and post signage; is the time requested reasonable
 - ▶ Is the resolution sound i.e. space around electrical equipment "purchase new building"



Abatement Plan - Interim Control Measures

Using the Hierarchy of controls does it mitigate the hazard

- ▶ Elimination / Substitution
- Engineering controls
- Administrative control
- PPE



Contract Representatives and Point of Contacts

OSHECCOM Regional Committees



Regions are Listed above

Regional Union Reps

Alaska - AAL - Douglas James Ward

Central - ACE - Marlon Patterson

Eastern - AEA - Francis Klotz

Great Lakes - AGL Shaun Cooper

New England – ANE – VACANT

Northwest Mountain – NWM – David Juhola

Southern – ASO – Bobby Gene Cannon

Southwest - ASW -Timothy Lindsey

Western Pacific - AWP - Arnold Damo

AAL ROSHER Scott Brown, CTR, 907-269-1387
ACE ROSHER Brian Hand, CTR, 816-329-3618
AWA ROSHER Bruce McMullan, CTR, 202-646-2244
AGL ROSHER John Neil, CTR, 847-294-8551
ANE ROSHER Bill Williams, CTR, 781-238-7853
ANM ROSHER William Vosler, CTR, 425-227-2036
ASO ROSHER Bob Keown, CTR, 404-641-1571
ASW ROSHER Giselle Sylveste, CTR, 281-352-8543
AWP ROSHER Wayne Lynch, CTR, 310-725-7432
AEA ROSHER Noah Newman, CTR, 516-236-3732



Contract Representative designation



- National Representative Ron Pevehouse 80 hours official time per CBA
- Regional Rep 9 regions in the FAA
 - ► AAL Douglas Ward AEA Francis Klotz ACE Marlon Patterson
 - ► AGL Shaun Cooper ANM David Juhola ASO Gene Cannon
 - ► ASW Tim Lindsey AWP Arnold Damo ANE VACANT
 - Official time for Regional Reps is as needed for participation in official duties. Duties will include Regional OSHECCOM, research and evaluation of Agency safety orders, national Consensus standards, Agency Training, site visits, assist local representatives with safety issue in the workplace and outside safety training.
- ► Local Safety Representative Designated by Regional Safety Representative. May not be the same as designated contract representative, by default is assigned to the elected representative.

Article 54: OSHECCOMs Overview



- Agenda Items
- WIT Workplace inspection mitigation, abatement, and schedule.
- UCR's Unsatisfactory Condition Report -Validation, mitigation, and abatement
- Employee Safety training upcoming, needed, and expiring
- Minutes send minutes to Designated Regional ROSHER
- ▶ Abatement Plans

Facility Emergency Response

- ► What is the OSHA Rule that mandates workers not being alone at remote locations?
- What is Remote?



Facility Emergency Response Requirements

1910.151(b)

In the absence of an infirmary, clinic, or hospital in near proximity to the workplace which is used for the treatment of all injured employees, a person or persons shall be adequately trained to render first aid. Adequate first aid supplies shall be readily available.

What is OSHA's Interpretation of response time: (letter of interpretation dtd 6/19/2019 to DHS)

In workplaces where serious accidents such as those involving falls, suffocation, electrocution, or amputation are possible, emergency medical services must be available within 3-4 minutes, if there is no employee on the site who is trained to render first aid...While the standards do not prescribe a number of minutes, OSHA has long interpreted the term "near proximity" to mean that emergency care must be available within no more than 3-4 minutes from the workplace, an interpretation that has been upheld by the Occupational Safety and Health Review Commission and by federal courts...The basic purpose of these [first aid] standards is to assure that adequate first aid is available in the critical minutes between the occurrence of an injury and the availability of physician or hospital care for the injured employee... Medical literature establishes that, for serious injuries such as those involving stopped breathing, cardiac arrest, or uncontrolled bleeding, first aid treatment must be provided within the first few minutes to avoid permanent medical impairment or death...OSHA recognizes that a somewhat longer response time of up to 15 minutes may be reasonable in workplaces, such as offices, where the possibility of such serious work-related injuries is more remote.



Facility Emergency Response Requirements

- What does this mean in regard to remote facilities?
- ▶ Is there specifics on type of work performed?
- What limitations does this give for facilities outside the 3-to-4-minute response times?
- Does this apply to some locations on the airfields with controlled access and specific route requirements?
- Can we utilize other employers to satisfy the First Aid/CPR requirements?

Your Regional Safety Representative can help draft the grievance for this issue



QUESTIONS?



Workplace Safety Videos





Lightning Protection



Ladder Safety