

**State of California**

Department of Industrial Relations  
Division of Occupational Safety and Health  
San Francisco District Office  
455 Golden Gate Avenue, Suite 9516  
San Francisco, CA 94102  
Phone: (415) 557-0100 Fax: (415) 557-0123

**Inspection #:** 1512743  
**Inspection Dates:** 01/29/2021 - 03/11/2021  
**Issuance Date:** 04/05/2021  
**CSHO ID:** Y9835  
**Optional Report #:** 020-21

**Citation and Notification of Penalty**

**Company Name:** Bcok, Inc  
**Establishment DBA:** Stiizy Mission  
and its successors  
**Inspection Site:** 3326 Mission St  
San Francisco, CA 94110

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Citation 1 Item 1 Type of Violation: **General**

**§3203(a). Injury and Illness Prevention Program.**

Effective July 1, 1991, every employer shall establish, implement and maintain an effective Injury and Illness Prevention Program (Program). The Program shall be in writing and, shall, at a minimum:

- (1) Identify the person or persons with authority and responsibility for implementing the Program.
- (2) Include a system for ensuring that employees comply with safe and healthy work practices. Substantial compliance with this provision includes recognition of employees who follow safe and healthful work practices, training and retraining programs, disciplinary actions, or any other such means that ensures employee compliance with safe and healthful work practices.
- (3) Include a system for communicating with employees in a form readily understandable by all affected 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. Substantial compliance with this provision includes meetings, training programs, posting, written communications, a system of anonymous notification by employees about hazards, labor/management safety and health committees, or any other means that ensures communication with employees.

Exception: Employers having fewer than 10 employees shall be permitted to communicate to and instruct employees orally in general safe work practices with specific instructions with respect to hazards unique to the employees' job assignments as compliance with subsection (a)(3).

(4) Include procedures for identifying and evaluating work place hazards including scheduled periodic inspections to identify unsafe conditions and work practices. Inspections shall be made to identify and evaluate hazards:

(A) When the Program is first established;

Exception: Those employers having in place on July 1, 1991, a written Injury and Illness Prevention Program complying with previously existing section 3203.

(B) Whenever new substances, processes, procedures, or equipment are introduced to the workplace that represent a new occupational safety and health hazard; and

(C) Whenever the employer is made aware of a new or previously unrecognized hazard.

- (5) Include a procedure to investigate occupational injury or occupational illness.**
- (6) Include methods and/or procedures for correcting unsafe or unhealthy conditions, work practices and work procedures in a timely manner based on the severity of the hazard:**
  - (A) When observed or discovered; and,**
  - (B) When an imminent hazard exists which cannot be immediately abated without endangering employee(s) and/or property, remove all exposed personnel from the area except those necessary to correct the existing condition. Employees necessary to correct the hazardous condition shall be provided the necessary safeguards.**
- (7) Provide training and instruction:**
  - (A) When the program is first established;**  
**Exception: Employers having in place on July 1, 1991, a written Injury and Illness Prevention Program complying with the previously existing Accident Prevention Program in Section 3203.**
  - (B) To all new employees;**
  - (C) To all employees given new job assignments for which training has not previously been received;**
  - (D) Whenever new substances, processes, procedures or equipment are introduced to the workplace and represent a new hazard;**
  - (E) Whenever the employer is made aware of a new or previously unrecognized hazard; and,**
  - (F) For supervisors to familiarize themselves with the safety and health hazards to which employees under their immediate direction and control may be exposed.**
- (8) Allow employee access to the Program.**

Prior to and during the course of the inspection, including but not limited to January 29, 2021, the employer failed to establish a written IIPP (Injury and Illness Prevention Program) in accordance with this section.

<b>Date By Which Violation Must be Abated:</b>	<b>May 20, 2021</b>
<b>Proposed Penalty:</b>	<b>\$560.00</b>

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Citation 1 Item 2 Type of Violation: **General**

**§3205(c). COVID-19 Prevention.**

**(c) Written COVID-19 Prevention Program. Employers shall establish, implement, and maintain an effective, written COVID-19 Prevention Program, which may be integrated into the employer's Injury and Illness Program required by section 3203, or be maintained in a separate document. The written elements of a COVID-19 Prevention Program shall include:**

- (1) System for communicating.**
- (2) Identification and evaluation of COVID-19 hazards.**
- (3) Investigating and responding to COVID-19 cases in the workplace.**
- (4) Correction of COVID-19 hazards.**
- (5) Training and instruction.**
- (6) Physical distancing.**
- (7) Face coverings.**
- (8) Other engineering controls, administrative controls, and personal protective equipment.**
- (9) Reporting, recordkeeping, and access.**
- (10) Exclusion of COVID-19 cases.**
- (11) Return to work criteria.**

Prior to and during the course of the inspection, including, but not limited to, on January 29, 2021, the employer failed to establish, implement, and maintain an effective, written COVID-19 Prevention Program with all the elements.

<b>Date By Which Violation Must be Abated:</b>	<b>May 20, 2021</b>
<b>Proposed Penalty:</b>	<b>\$560.00</b>

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Denis McComb  
Compliance Officer / District Manager