

**OCCUPATIONAL SAFETY
AND HEALTH STANDARDS BOARD**

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Sacramento, CA 95833
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Website address: www.dir.ca.gov/oshsb



Date: January 12, 2018

Dear: Advisory Committee Member

Subject: Proposed Amendments for Title 8, California Code of Regulations, General Industry Safety Orders, Section 3203, Employee Access to IIPP.

You are invited to participate in an advisory committee to be convened by the Occupational Safety and Health Standards Board staff in response to the Board's decision on Petition 562. The advisory committee will consider proposed amendments to Section 3203, regarding employee access to the employer's Injury and Illness Prevention Program (IIPP).

While the IIPP is generally a tool and resource for the employer and its supervisors to follow as a roadmap for safety in the workplace, from time to time employees may wish to review the program. However, Section 3203 is silent on an employee's right to access or obtain a copy of an employer's IIPP. The purpose of the committee will be to discuss amendments that will allow reasonable means of employee access to his or her employer's written IIPP, upon request. In developing the rulemaking proposal, the Board has directed the committee to consider the following:

- The extent to which an access request procedure should be specified;
- The extent to which the access request of an employee representative must be honored;
- The required or permissible form or forms in which a copy of the IIPP is to be provided;
- The reasonable timeframe within which a requested IIPP copy is to be provided;
- Any extent to which a larger employer, with multiple distinctly separate and different operations, may limit the scope of the provided IIPP.

The advisory committee will be held at the following time and location (please park in the back lot):

Tuesday, February 13, 2018, 9:30 a.m. – 3:30 p.m. (or until adjournment)
Division of Occupational Safety and Health
2424 Arden Way
Suite 450 (Multipurpose Room)
Sacramento, CA 95825

Enclosed are the agenda, advisory committee roster, and draft proposal. The Board's decision on Petition 562 can be viewed here: <http://www.dir.ca.gov/oshsb/petition-562.html>. Assembly Bill AB 978 (Limón) on the same topic, which passed the legislature, but was vetoed by the Governor with a statement indicating that the Board's advisory process is better suited for

developing such standards, can be viewed here:
http://leginfo.legislature.ca.gov/faces/billTextClient.xhtml?bill_id=201720180AB978. The committee will focus on the items listed in the Petition decision, as adopted by the Board.

Please be prepared to discuss any costs or economic impact to employers or affected industries that may result from the proposed standard. If you cannot attend the meeting, please send an alternate, if possible, or submit your written comments by Wednesday, February 7, 2018, so that the committee can consider them.

Your assistance is appreciated, and we look forward to seeing you at the advisory committee meeting. If you have any questions or would like to discuss any items prior to the meeting, please contact me at (916) 274-5730, or at dkernazitskas@dir.ca.gov.

Sincerely,

David Kernazitskas, MSPH, CIH, CSP
Senior Safety Engineer

Attachments:

Agenda
Advisory Committee Roster
Regulatory text (draft proposal)

cc: All Standards Board Members
Marley Hart, Executive Officer, OSHSB
Michael Manieri, Principal Engineer, OSHSB
Juliann Sum, Chief, DOSH
Eric Berg, Deputy Chief of Health, DOSH Research & Standards Unit
Amber Rose, Area Director, Region IX, Federal OSHA
Kevin Thompson, Cal/OSHA Reporter