What is a Cal/OSHA Inspection?
Cal/OSHA inspectors make unannounced visits to make sure that the Public Agencies, Special Districts and associated facilities are safe and healthy.

What triggers an inspection?
A fatal injury to one or more employees; a serious injury or illness; a serious exposure; or an inpatient hospitalization in excess of 24 hours for other than observation, will trigger an investigation and must be reported to Cal/OSHA within 8 hours. They will also conduct an inspection in response to employee complaints about a situation that may possibly present a danger to workers.

What should you do if an inspector shows up to inspect your department?
Ask for identification. The inspector must ask for permission from a management representative to conduct the investigation. Immediately contact the Safety Manager who will serve as our organization’s management representative. Call the EH&S Hotline at (xxx) 000-0000 and inform EH&S of the pending inspection. The Cal/OSHA inspector will wait until an EH&S safety specialist arrives before beginning their inspection.

What will happen during the inspection?
The Cal/OSHA inspector will start with an opening conference to explain the reason for the visit. An inspection walkthrough of the entire department or a targeted work area will follow. Inspectors have the right to walk around the area (accompanied), interview employees in private, and document hazards with photos and measurements. You should also bring a camera, notepad, and you also have a right to take photos of anything that the inspector decides to photograph. Employees may ask for legal representation provided by the (Name of Agency) to be present during the interview if desired. It is helpful if the Safety Manager or another management representative is present during the interview. Each employee has a right to have a management representative accompany them during their interview.

How do you find out what the inspector observed?
Immediately after the walkthrough, the inspector will conduct a closing conference and provide inspection results. They may ask for protocols, standard operating procedures, or other documents to be submitted to them within 1-14 days. They can ask for your department’s Injury and Illness Prevention Program (IIPP) at the time of the closing conference.

After the inspection is completed do I need to do anything else?
The Safety Manager will be the Agency’s contact with the Cal/OSHA inspector. If you receive any further requests from Cal/OSHA please contact the Safety Manager immediately. Missed deadlines can result in additional inspections, citations and fines. If presented with a 1BY form, inform the inspector that you will pass the form along to management. DO NOT SIGN IT yourself.

For more detailed information, refer to (your organization) policy.