EMPLOYEE HEALTH AND SAFETY POLICY

POLICY STATEMENT:

The Ohio Department of Transportation is committed to operate all aspects of the agency in a manner that protects the health and safety of its employees, contractors, customers, and the general public. We will foster a safety culture in which everyone believes and demonstrates that accidents, injuries, and illnesses are preventable and all employees understand their responsibility for maintaining a safe and healthful workplace. Each employee will recognize and accept his/her right and obligation to question and correct any unsafe condition or behavior.

The Office of Employee Health and Safety and the District Safety Consultants shall create a culture where all employees actively manage workplace safety through a Statewide Safety Plan for all Districts to minimize work-related injuries, property loss, and equipment damage.

All ODOT Employees Shall:

- Comply with all applicable Federal, State, and Local safety laws, regulations, and industry standards including those imposed by the Occupational Safety and Health Administration, the Public Employment Risk Reduction Program, and those held within ODOT’s Safety Policy, Work Rules, and standard operating procedures, at a minimum.
- Develop a culture of personal accountability for following health and safety fundamentals and procedures and for the safety of our fellow employees. Integrate safety risk analysis into planning, engineering design, construction, and operating decisions to develop and implement effective hazard control measures and safety performance improvement.
- Promote a culture of employee involvement in the prevention of injuries, illnesses, and crashes, by maintaining an open and honest dialogue with employees on health and safety issues.
ODOT’s Workforce has an obligation to:

Immediately report all work related Events (crash, incident, and/or injury) (OCSEA Contract Article 11.14).
Report immediately all unsafe conditions relating to health, equipment, and property to their supervisor (OCSEA Contract Article 11.03).

Comply with all safe work practices including the use of all Personal Protective Equipment as required with the intent of avoiding injury to themselves and others.

Not render inoperable, interfere with, or misuse anything provided for the health and safety of them or any other ODOT Employee.

ODOT’s Management and Safety Teams Shall Establish & Maintain:

- Joint Labor-Management Health & Safety Committees at the District Level to encourage management sponsorship and employee development in injury, illness, and crash prevention, while promoting statewide best practices (OCSEA Contract Article 11.12)

- A uniform statewide reporting requirement for reporting all Events (crashes, incidents, illnesses, and injuries) by which a review process will insure statewide reporting uniformity and the appropriate follow up regarding the application of ODOT’s Policy, SOP, Work Rules, and applicable safety procedures.

- Safety and health hazard evaluation programs including Quality Assurance Reviews with documented methods for controlling known safety and health hazards.

- Communication programs that facilitate the identification and resolution of safety related concerns.

- Training and Communication programs to develop all employees including management, bargaining unit, and safety representatives regarding regulations, expectations, and responsibilities towards safety and compliance.
AUTHORITY:

In 1970, the United States Congress established the right of workers to “safe and healthful working conditions” through the Occupational Safety & Health Act. This act created the Occupational Safety & Health Administration (OSHA). In July, 1994, the State of Ohio adopted and incorporated, by reference, Federal OSHA standards through the Public Employment Risk Reduction Act, Ohio Revised Code 4167.07. This act and its subsequent rules (Ohio Administrative Code 4167-3-01) require The Ohio Department of Transportation and other state agencies to comply with all applicable OSHA standards. Although 29CFR 1926 applies specifically to the construction industry, this Code of Regulations will be incorporated into the Agency’s safety program.

*Federal Occupational Safety & Health Standards 29CFR1926, et seq.*
*Ohio Revised Code Chapter 4167, et seq.*
*Ohio Administrative Code Chapter 4123 1-3, et seq.*
Division of Human Resources

REFERENCES:

State of Ohio/OCSEA Collective Bargaining Agreement
Manual of Uniform Traffic Control Devices
Ohio Manual of Uniform Traffic Control Devices
Safety Standard Procedures, 220-002 (SP)

SCOPE:

This Policy is applicable to all Districts, Regions, Divisions and Offices within the Ohio Department of Transportation.

PURPOSE:

The Agency is responsible for creating a safe work environment. A safe environment cannot exist without involving employees in decisions affecting safety. Unsafe acts and unsafe conditions can be prevented. When an injury or crash occurs, we must learn from it. The focus of the investigation must be fact finding, not fault finding. Active safety committees supported by management are the key to a culture of safety and a successful safety program.
TRAINING:

Education and training is essential in developing and maintaining a safety culture and a safe working environment. Safety training opportunities will be made available for all employees and will be based on their classification and duties. Classes will be developed and coordinated by the Office of Employee Health & Safety in conjunction with the Office of Employee Development and LEAN.

FISCAL ANALYSIS:

Districts and divisions are responsible for funding the purchase of safety equipment and supplies, personal protective equipment, and safety training.