

# Occupational Safety and Health Protection for USDA Employees



United States  
Department of  
Agriculture

Office of  
Finance and  
Management

Safety and  
Health Management  
Division

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## Authorities

The Occupational Safety and Health Act of 1970, Executive Order 12196 and 29 CFR

1960 require the heads of Federal agencies to furnish employees with places and

conditions of employment that are free from work-related safety and health hazards.

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## Agency Responsibilities

- Comply with safety and health standards issued by the Occupational Safety and Health Administration and approved alternate USDA standards.
- Set up procedures for responding to employee reports of unsafe and unhealthful working conditions.
- Acquire, maintain, and require the use of approved personal protective equipment and safety devices.
- Conduct safety inspections and health surveys of all USDA-controlled workplaces at least annually. Inspections and surveys must be conducted by qualified

personnel using proper equipment with employee participation.

- Establish procedures to assure that no employee is subject to restraint, interference, coercion, discrimination, or reprisal for exercising his/her rights under the USDA Occupational Safety and Health Program.
- Post notices of unsafe or unhealthful working conditions found during safety inspections, health surveys or accident investigations.
- Assure prompt abatement of conditions adversely affecting employee safety and health. Employees exposed

to the conditions shall be informed of the abatement plan. Imminent danger corrections must be made immediately.

- Set up a management information system to keep records of occupational accidents, injuries, illnesses, and their causes; and post annual summaries of injuries and illnesses for a minimum of 30 days at each workplace.
- Conduct occupational safety and health training programs for managers, supervisors, safety and health personnel, employees and employee representatives.

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## Employee Responsibilities

- Comply with all OSHA occupational Safety and Health standards.

- Comply with USDA and agency policies and directives for occupational safety and health.

- Use personal protective equipment and safety devices provided by your agency.

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## Rights of Employees and Their Representatives

- Participate in the USDA and agency occupational Safety and Health Programs. Employees may be authorized official time to participate in the activities provided by Executive Order 12196, 29 CFR 1960 and the USDA Occupational Safety and Health Program.
- Have access to OSHA standards, worksite injury and illness statistics, and occupational safety and health procedures.

- Comment on alternate Safety and Health standards proposed through your agency's Occupational Safety and Health Program.
- Report and request inspections of unsafe or surveys of unhealthful working conditions to the appropriate officials. If conditions are not promptly or effectively corrected or if it appears that your right to report these conditions is being infringed, you or your representatives

may seek further resolution through:

- (1) The Agency Safety and Occupational Health Manager
- (2) The Assistant Secretary for Administration
- (3) The Occupational Safety and Health Administration, U.S. Department of Labor.

Anonymity is assured.

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## Safety and Health Contacts

The Safety and Health Official for your workplace is:

Ginger Price  
name

Temple, TX  
location

(254) 742-9932  
telephone

Your Agency Safety and Occupational Health Manager is:

Angela Stowes  
name

Washington D.C.  
location

(202) 450-7515  
telephone

The Designated Safety and Health Official for USDA is the Assistant Secretary for Administration. Mail inquiries to:

Assistant Secretary for  
Administration  
U.S. Department of Agriculture  
Washington, D.C. 20250