



Occupational Safety and Health Protection for Employees of the U.S. Fish and Wildlife Service

The Occupational Safety and Health Act of 1970, Executive Order 12196, and 29 CFR 1960 require the heads of Federal agencies to furnish to employees places and conditions of employment that are free from on-the-job safety and health hazards. The Fish and Wildlife Service Safety and Occupational Health Program covers all personnel while on duty and is explained in the Service Manual Parts 240-244.

Responsibilities

1. General Requirements

The Director will furnish Service employees with places and conditions of employment that are free from on-the-job safety and health hazards.

2. Regulations

The Service will comply with the applicable safety and health regulations of the Occupational Safety and Health Administration (OSHA) and the Department of the Interior.

3. Response to Hazards

The Service will respond to employee reports of hazards in the workplace (240 FW 6).

4. Workplace Inspections

The Service will ensure that each workplace is inspected annually for hazardous conditions by technically qualified personnel. Whenever possible, affected employees will be consulted concerning working conditions (240 FW 5).

5. Correction of Unsafe Conditions

The Service will take prompt action to assure that hazardous conditions are eliminated and correct imminently dangerous conditions immediately.

6. Safety and Protective Equipment

The Service will acquire, maintain and require use of appropriate protective and safety equipment (241 FW 3).

7. Safety and Health Training

The Service will provide occupational safety and health training for employees (240 FW 3).

8. Reporting Accidents, Injuries, and Occupational Illnesses Supervisors must ensure reports of accidental injury/illness for all work-related accidents, injuries, or occupational illnesses experienced by employees under their supervision are completed. Reports are to be submitted online at smis.doi.net (240 FW 7).

9. Safety and Health Committees

The Service will support official safety and health committees.

Employee Responsibilities

1. Compliance with Standards

Employees will comply with all OSHA, Department of the Interior, and Service occupational safety and health standards, policies, and directives.

2. Safety and Protective Equipment

Employees will use appropriate protective and safety equipment provided by the Service.

3. Report Hazards

Employees will report unsafe and unhealthful working conditions to their supervisors.

4. Report Accidents, Injuries, Illnesses

Employees will report all job-related accidents, injuries, and illnesses to their supervisors.

Rights of Employees and Their Representatives

1. Participation in Safety and Health Program

Employees and their representatives will have the right to participate in the Service Safety and Health Program. Employees will be authorized official time for these activities.

2. Access to Records and Documents

Employees and their representatives will have access to copies of applicable OSHA and other recognized standards and regulations; Service safety and health policies and directives; and the Service's accident, injury, and illness statistics.

3. Reporting Hazards

Employees and their representatives will have the right to report unsafe or unhealthful working conditions to appropriate officials and to request an inspection of the workplace. The name of the employee making the report will be kept confidential if requested.

4. Freedom from Fear of Reprisal

Employees and their representatives are protected from restraint, interference, coercion, discrimination, or reprisal for exercising any of their rights under the Service Safety and Health Program.

Responsible Officials

The Designated Agency Safety and Health Official (DASHO) for the Service is the Assistant Director - Management and Administration (within Joint Administrative Operations (JAO)).

The Collateral Duty Safety Officer (CDSO) for this workplace is:

Name: _____

Telephone: _____

Location: _____

The JAO Safety Professional for this workplace is:

Name: _____

Telephone: _____

Location: _____

Further Information

This notice highlights the U.S. Fish and Wildlife Service's safety and health program. You can get more information about the safety and health program or its standards and procedures from your workplace Collateral Duty Safety Officer.