

DOI Occupational Safety and Health Council Meeting

March 5-7, 2013

Facilitator: Anthony Bobo

March 5

Introductions

Agenda Review

Weather Issue: Day two of the meeting was cancelled due to a snowstorm that shut the government down.

Comments/Concerns (Roundtable):

BIA- Budget, Proposed April 10 Safety week activities, Administrative services realignment – services will be moved to the regions

NPS- Driving Policy has been accepted, completing a OFS request, SAITs – tree fall accident, lawn mower fatality, and Diving accident

BLM- Serious Accident course and Program Management review cancelled, currently updating the Safety and Health Handbook (hopes to be completed by the end of Spring), Asbestos Operation Program, NIAASH assisted with a Silica investigation

The roundtable was suspended at this point and scheduled for day two, which did not happen due to the government shutdown.

Presentation by Patricia Reedy and Deborah Charette from the Solicitor's Office – Drinking while Driving Policy: Developing a personnel bulletin; a working group will be or has been created to develop the policy; once policy is created by the working group, the bureaus/offices will be given the opportunity to comment but consensus is not needed to finalize the bulletin, P. Malam makes the final decision; eventually “policy” will incorporated into bureau/office manuals

Review of All Hazard Position Qualification Guide:

SOFE1 – Moved S-404 Safety Officer Training to Additional training, added Disaster Site Safety Training (OSHA 7600); removed “Other Position Assignments that will Maintain Currency” section

SOFE2- Moved S-404 Safety Officer Training to Additional training, added Disaster Site Safety Training (OSHA 7600); removed “Satisfactory performance as a Safety Officer Environmental Health Type 3 from Required Experience section, also in this section **BOLD “OR”** (environmental health duties **OR** advanced) “Other Position Assignments that will Maintain Currency” section

Review of All Hazard Position Qualification Guide Cont'd:

SOFO1- add 24-hour HAZWOPER and OSHA 30-hour Construction Safety Course to Additional Training; formatting – use bullets in Required Experience

SOFO2- add 24-hour HAZWOPER and OSHA 10-hour Construction Safety Course to Additional Training; formatting – use bullets in Required Experience

SOFA1- add 24-hour HAZWOPER

SOFA2- add 24-hour HAZWOPER and add or equivalent to OSHA 30-hour Construction Safety Course; Required Experience section included 2 typos SOA2 should read SOFA2

SOFA3-change 40-hour HAZWOPER to 24-hour HAZWOPER or equivalent and change OSHA 30-hour Construction Safety Course to OSHA 10-hour Construction Safety Course

Review All Hazard Safety Officer Incident Management Team Position Task Book:

Competency 2: Lead Assigned Personnel – is missing Behavior (4)

The task book will be edited down to Demonstration proficiency and the Incident Command training and then at some point (next go around) the task book will be referenced in the SOFA, E, and O 2.

The evaluation record/certification will be edited and must be signed by Regional/Bureau Safety Managers and a supervisor

Mary Parkinson's concern: Will the Safety people even be willing to go thru with the "certification" process.

March 6-Postponed due to weather

March 7

Operational Risk Management (ORM) Plan:

- ORM program is posted on the SafetyNet website
- The ORM program will be presented to the DASHO's at their next meeting
- 5 M's -Man, Media, Machine, Management, Mission
- Bureaus will give some examples to incorporate into excel spreadsheet to use in training
- ORM Assessment is not meant to replace Job Hazard Analysis (JHAs) – will help modify JHAs

CDSOs: What should a competency model look like for a CDSO?

1. Desire to do the job
2. Read Training Guide
3. Follow USGS training outline

4. DOI Learn (24 topics/ 2 courses)
5. Knowledge based exam
6. Recertification (Periodically)
7. Management Awareness of need
8. Training requirement Competencies – Training vs Doing (hours of both)
9. DM Chapters
10. OST- Core duties
11. Bureau specific training courses (varies)
12. 2007 Safety Training and KSAs (Guide Book)- update
13. Qualifications Program (Awareness training)
14. Comp Matrix (Sample Handouts)
15. State Safety managers follow-up on training
16. Departmental level course
17. Common task across Department

CDSO Program Developmental Steps

1. DM Review & Rewrite
2. Review 2007 and 2009 Documents
3. Gaps in Bureau Evaluations
4. Bureau review/ gap analysis
5. Bureaus develop specific guidelines