



## WORKER SAFETY AWARENESS PROGRAM

### MODULE 1 ADDITIONAL STATE INFORMATION: WISHA OVERVIEW, STANDARDS, INSPECTIONS, AND STATE REPORTING REQUIREMENTS

Module One, Additional State Information: WISHA Overview, Standards, Inspections, and State Reporting Requirements provides basic information about the administrative safety and health requirements adult family homes are expected to follow. It provides background information on Washington's safety and health laws as defined by the Washington Industrial Safety and Health Act (WISHA) as well as the states related administrative rules. It includes information on the responsibilities of the Washington State Department of Labor & Industries (L&I) to help create safe workplaces in Washington. It also includes information about the responsibilities and rights of employers in Washington for creating safe workplaces as well as the rights and responsibilities of workers related to workplace safety & health. Additional information is provided about safety inspections including how citations and penalties are computed. The state's free safety & health consultation program is outlined and information about other free consultation programs is provided. Finally, state accident investigation and reporting requirements are provided including when to report accidents, timelines, and where to report.

#### **Grant Project Goal:**

The Adult Family Home Council (AFHC) believes that introducing a first-of-its-kind, industry specific, safety awareness training program will significantly reduce worker injuries in adult family homes.

#### **Background:**

The AFHC received a grant from the Safety and Health Investments Projects (SHIP) Program, Washington State Department of Labor & Industries for \$175,000 to develop training and education materials for a worker safety awareness program specific to the adult family home (AFH) industry. Claims data from the Washington State workers' compensation system shows that workers are getting hurt in the AFH industry. There were over 12,000 reported injury claims, including over 100 serious injuries, from 2012 through 2016 in the risk class that includes adult family home businesses. In order to help prevent future injuries, an AFH Worker Safety Awareness Review Committee has been established to oversee development, upkeep, and implementation of worker safety awareness training and education materials specific to the AFH industry.

#### **Training Topics Included in this Module:**

1. Introduction to the Washington Industrial Safety and Health Act (WISHA)
  - a. WISHA background & history
  - b. WISHA has an important role because workers are getting hurt in adult family homes
2. WISHA benefits, standards, rights, & responsibilities
  - a. L&I WISHA responsibilities
  - b. Employer WISHA responsibilities
  - c. Employer rights under WISHA
  - d. Worker WISHA responsibilities
  - e. Worker rights under WISHA
  - f. Workplace WISHA discrimination

3. State safety & health inspections & consultations
  - a. Inspections & violations
  - b. Most common citations
  - c. WISHA penalties
  - d. Free L&I safety consultations
  - e. Other free L&I consultations
4. WISHA reporting, investigating, & recordkeeping requirements
  - a. Accident reporting requirements
  - b. Accident investigations
  - c. State safety & health reporting requirements

**Training Module Objectives:**

- Recognize the background & history of the Washington Industrial Safety & Health Act (WISHA)
- Identify the purpose and scope of WISHA
- Describe how the purpose, scope, and process of WISHA regulations apply to adult family homes
- Identify worker rights and employer responsibilities in the WISHA regulations
- Understand the basics of L&I's Division of Safety & Health (DOSH) inspection & consultation programs
- Understand WISHA recordkeeping and reporting requirements

**Target Audience:**

The target audience includes the owners and operators of the 2,900 adult family homes in Washington and their approximately 14,000 employees. By definition, adult family homes are small businesses located in residential homes, each with unique challenges. The AFHC is committed to supporting and helping adult family homes succeed.

*Funding and support for this project has been provided by the State of Washington, Department of Labor & Industries, Safety & Health Investment Projects.*

*The Adult Family Home Council is solely responsible for the content of and views expressed in this report and related materials unless they have been formally endorsed by the Washington State Department of Labor & Industries.*

*These documents do not replace any standard or regulation and create no new legal obligations. They are advisory in nature, informational in content, and are intended to assist employers in providing a safe and healthful workplace.*

## WORKER SAFETY AWARENESS PROGRAM

### MODULE 1 ADDITIONAL STATE INFORMATION CHECKLIST: WISHA OVERVIEW, STANDARDS, INSPECTIONS, AND STATE REPORTING REQUIREMENTS:

- Washington Industrial Safety and Health Act (WISHA)
  - Chapter 49.17 RCW, enacted in 1973
  - Empowers L&I to create and enforce safety & health regulations
  - Purpose is to ensure Washington employers provide their workers with safe & healthy workplaces
  - Requires employers to keep job sites safe & healthy for all employees
    - Includes contractors, subcontractors, or employees of other companies
  - Covers most employers and employees in Washington State
    - Includes adult family homes
    - State plan equivalent of OSHA, recognized by federal OSHA, that allows Washington rules & regulations to be more stringent than OSHA's, if needed
  - Administered by the Department of Labor and Industries (L&I) through the Division of Occupational Safety and Health (DOSH)
    - L&I mission: Keep Washington safe and working
    - Employers must comply with applicable state workplace safety & health rules
    - Inspects worksites for unsafe working conditions
    - Provides free on-site consultations to help employers create safe & healthy workplaces
    - Provides free training, safety & health programs, and other resources to help prevent, find, and fix workplace hazards
- WISHA has an important role
  - Workers are Getting Hurt in Adult Family Homes in Washington
    - Washington State Workers' Compensation data shows that there were over 12,000 reported injury claims in the risk class that includes adult family homes from 2012 through 2016
    - Includes over 100 serious injuries in adult family homes
  - Safety inspections have cited several adult family homes for workplace safety violations
  - One adult family home received a citation for over \$18,000 for failure to meet safety requirements
- Contact L&I's DOSH safety program by:
  - Calling 1-800-423-7233
  - Find a local office near you at: [www.lni.wa.gov/Offices](http://www.lni.wa.gov/Offices)
  - Request a free L&I safety consultation at: <https://www.lni.wa.gov/safety-health/preventing-injuries-illnesses/request-consultation/>
  - Get more information on L&I's general website: [lni.wa.gov](http://lni.wa.gov)
- L&I responsibilities under WISHA
  - Implement rules to eliminate or reduce workplace safety hazards
  - Conduct no-fee onsite consultations to help employers find & fix workplace hazards

- Provide education, training tools, & resources related to workplace safety
- Inspect workplaces to find & eliminate safety hazards
- Investigate WISHA discrimination complaints
  - It is illegal to discriminate against a worker for filing a safety complaint
- State safety & health laws & rules
  - WISHA safety & health laws are found in the Revised Code of Washington (RCW) [Chapter 49.17: https://app.leg.wa.gov/RCW/default.aspx?cite=49.17](https://app.leg.wa.gov/RCW/default.aspx?cite=49.17)
  - Washington Administrative Code (WAC) safety regulations further define state safety requirements and are found in [Chapter 296-800, WAC core rules: https://lni.wa.gov/safety-health/safety-rules/chapter-pdfs/WAC296-800.pdf#WAC\\_296\\_800](https://lni.wa.gov/safety-health/safety-rules/chapter-pdfs/WAC296-800.pdf#WAC_296_800)
  - State laws & rules must be at least as effective as federal OSHA standards, but can be more restrictive than federal requirements
- Adult family homes must comply with state safety laws including:
  - The WISHA General Safety Standard found in [RCW 49.17.060](http://www.wa.gov/rcw/default.aspx?cite=49.17.060)
    - Requires employers to “furnish to each of his or her employees a place of employment free from recognized hazards that are causing or likely to cause serious injury or death to his or her employees”
    - This clause is generally cited when no more specific standard applies to the hazard
  - Adult family homes must also comply with the safety & health [core rules](#) in the Washington Administrative Code (WAC) [Chapter 296-800](http://www.wa.gov/rcw/default.aspx?cite=296.800)
- The major safety & health responsibilities & administrative rules adult family homes must follow are:
  - [Employer responsibilities: safe workplace](#)
  - [Employee responsibilities](#)
  - [Accident prevention programs, safety committees, & safety meetings](#)
  - [Safety data sheets \(SDSs\) as exposure records](#)
  - [Safety bulletin boards & WISHA safety poster](#)
  - [Accident reporting and investigation reports, releasing accident investigation reports, & protecting the identity of the source of confidential information](#)
  - [Using standards from national organizations and federal agencies](#)
- The major physical safety rules adult family homes must follow are:
  - [First aid & personal protective equipment \(PPE\)](#)
  - [Emergency washing & eye wash requirements](#)
  - [Lighting, housekeeping, draining, & storage](#)
  - [Sanitation: Drinking water, bathrooms, washing facilities, waste disposal, & environmental tobacco smoke in the office](#)
  - [Stairs & stair railings & workplace structural integrity](#)
  - [Basic electrical rules](#)
  - [Exit routes, employee alarm systems, & portable fire extinguishers](#)
- Employer responsibilities under WISHA laws include:
  - Provide a safe and healthy workplace and comply with applicable rules.
    - [Visit www.Lni.wa.gov/Safety/Rules](http://www.Lni.wa.gov/Safety/Rules)

- Develop, maintain, and implement a written safety and health program that addresses the hazards specific to your business
- Post the [Job Safety and Health Law poster](#) that explains the rights and responsibilities of employers and workers.
  - You can order a free poster online at [L&I's Required Posters](#) webpage. Or, call your local L&I office or 1-800-423-7233
- Provide training to your employees about job safety and health
- Involve employees in your safety program by either having a safety committee or holding monthly safety meetings, depending on the size of your business
  - Nearly all adult family homes are small businesses with 10 or fewer workers on a single shift, so you may choose whether to have monthly safety meetings or a safety committee
  - Homes with 11 or more workers on a single shift must have a safety committee
- Keep records of all work-related injuries and illnesses that meet the criteria specified by law
- Report all employee fatalities or inpatient hospitalizations, including amputations or losses of an eye, within eight (8) hours
- Report any non-hospitalized employee amputations or losses of an eye within twenty-four (24) hours
- Report fatalities or serious injuries by:
  - Contacting the [L&I office nearest you](#) (by phone or in person) or,
  - Calling 1-800-423-7233
- Employer rights under WISHA laws include:
  - Employers have the right to require that employees follow Washington State workplace safety & health rules and your company's policies
  - Company policies can be greater than those found in the WISHA rules
  - You may require employees to:
    - Follow safe work practices in their daily work
    - Use & maintain any personal protective equipment you provide for them
    - Never remove, displace, or damage any safeguards, notices, or warnings intended to provide a safe workplace
    - Not wear torn or loose clothing while working around machinery such as Hoyer lifts, etc.
    - Report any near misses or accidents promptly
- Worker responsibilities under WISHA laws
  - By law, workers must comply with safety and health rules that apply to their workplace. These include:
    - Read the [Job Safety and Health Law poster](#). Your employer is required to display this poster
    - Follow your employer's safety and health rules
    - Wear any personal protective equipment your employer requires
    - Report any potentially hazardous conditions to your supervisor, safety committee, or employer
    - Report any on-the-job injury or illness immediately and get medical attention, if needed
    - Cooperate with inspectors from L&I's Division of Occupational Safety and Health (DOSH)

- Worker rights under WISHA laws
  - Every worker has the right to a safe and healthy workplace.
    - If a worker reports potentially hazardous conditions to an employer, and they remain uncorrected, the worker may file a confidential complaint with DOSH. DOSH will evaluate the complaint and may schedule an inspection of the workplace
      - Report hazards, unsafe work, or discrimination, at: <https://lni.wa.gov/workers-rights/workplace-complaints/safety-complaints> or at your [local L&I office](#), or call 1-800-423-7233
      - For more information about worker rights, see the [Pocket Guide to Workers Rights](#) found at: <https://lni.wa.gov/forms-publications/F101-165-909.pdf>
  - Workers have a right to:
    - Bring job safety & health concerns to their employer's attention
    - Discuss safety & health matters with other workers
    - Refuse a dangerous task under certain conditions:
      - The refusal must be genuine. It can't be a disguised attempt to harass the employer or disrupt business
      - A reasonable person (or most people) would agree that there is a real danger of death or serious injury from performing the task
      - There isn't enough time, due to the urgency of the hazard, to get it corrected through regular enforcement channels, such as L&I
    - Participate in safety & health inspections with an L&I DOSH inspector
    - File a complaint about workplace safety or health hazards with DOSH, OSHA, the local health or fire department, or any other appropriate government agency
    - Workers may ask that their name not be revealed if they file a safety complaint
    - Testify before any panel, agency or court about job hazards
    - File a safety & health discrimination complaint if they believe they have been discriminated against for filing a safety complaint and give evidence in connection with such complaints
- Workers do not have the right to walk off the job or leave a jobsite if it is unsafe
  - Workers do have the right to refuse to do a specific task if they reasonably believe it is unsafe
  - Workers must stay on the jobsite until resolution
    - DOSH may not be able to protect you if you leave
  - If refusing a task for safety reasons, workers should:
    - Ask their employer to fix the hazard & ask for other work in the meantime
    - Tell the employer that you won't do the task unless the hazard is corrected
    - Remain on the worksite until ordered to leave by your employer
- Workplace Safety Discrimination
  - It is illegal for anyone to act against a worker for exercising their rights under WISHA. If that happens, it may be considered discrimination. Discriminatory actions may include:
    - Dismissal, demotion, or loss of seniority
    - Reduction in pay or hours
    - Assignment to an undesirable job or shift

- Denial of a promotion that would otherwise have been received
  - Denial of benefits such as sick leave, vacation time, or company housing
  - Harassment
  - Blacklisting with other employers
  - Damaging the worker's credit at banks or credit unions
- What to do if you believe you have been discriminated against for making a safety complaint:
  - Make a list of the facts
    - Do it quickly, while the information is still fresh
    - Record names, dates, addresses, & what happened
    - Identify when & where the incident happened, witness names, & anything that may be significant to the case
    - Keep any documents, pictures, letters, or notes related to the incident
  - Contact L&I's DOSH division
    - You must file your complaint **within 30 days** of the discriminatory action (Or within 90 days starting July 1, 2022)
    - You may file the complaint yourself, or authorize a representative to do it for you
    - You may [file in person, by phone, by letter](https://lni.wa.gov/workers-rights/workplace-complaints/discrimination-in-the-workplace), or online at: <https://lni.wa.gov/workers-rights/workplace-complaints/discrimination-in-the-workplace>
- L&I DOSH program inspections
  - L&I's DOSH program is authorized to enter any factory, plant, establishment, construction site, or other workplace to inspect and investigate
  - Inspection Priorities:
    - Reports of imminent danger
    - Fatality or catastrophe investigations
    - Complaints or referrals
    - Follow-up or monitoring inspections
    - Programmed inspections based on selection criteria
  - WISHA safety & health violation types
    - **General violations**
      - Where the hazardous condition cannot reasonably be predicted to cause death or serious physical harm to exposed employees but does have a direct & immediate relationship to their safety & health
    - **Serious violations**
      - Where there is a substantial probability that death or serious physical harm could result from exposure to a hazard the employer knew about or, with reasonable diligence, could have known about
    - **Willful violations**
      - Where evidence shows either an intentional violation of the WISH Act or plain indifference to its requirements.
      - A willful violation can be a first-time violation

- Can be prosecuted as a criminal willful violation if the willful violation caused the death of an employee
  - **Statutory violations**
    - Where a state law requires a penalty for violations related to requirements such as posting, reporting, recordkeeping, & employee access to records
  - **Willful violations**
    - For willful serious violations and willful program violations, the adjusted gravity-based penalty is multiplied by 10
    - For willful general and willful statutory violations, a penalty of \$5,000 will be assessed
    - No reduction given for good faith, history, or abatement quick fixes
  - **Egregious Violations.**
    - For exceptionally flagrant cases involving willful violations, each instance of noncompliance is considered as a separate violation & a separate penalty is applied
    - Only the L&I Director may authorize & approve the assessment of egregious penalties
  - **Failure to abate**
    - Used when an employer who has been cited for a WISHA violation fails to correct the violation on time
    - Gives DOSH the authority to assess a penalty for each day a violation continues unabated past the abatement date
    - Normally penalties are not charged beyond 30 days, which gives a maximum penalty of 30 times the base penalty amount
    - Allows a penalty potentially higher than the cap of \$70,000
    - No reduction in the base penalty is given for good faith, history, or abatement quick fixes
- WISHA Penalties
- Penalties (As of November 1, 2018)
    - The minimum civil penalties assessed are:
      - \$100 for serious violations
      - \$2,500 per violation for violations contributing to a fatality
      - \$5,000 for willful violations
  - Maximum penalties are \$7,000 for general or serious violations, or \$70,000 for willful violations
    - Adjusted annually in accordance with federal OSHA penalty levels
    - The base monetary penalty amount per violation is determined by how severe of an injury a hazard might cause & the probability that the hazard will cause an injury
      - Penalties for serious violations that calculate below \$100 are assessed at a \$100 minimum
  - Unless penalties are mandated by a statute, penalties for first instance general violations will usually not be assessed
    - A general violation is normally issued for:
      - Failure to report a workplace death or inpatient



- hospitalization within 8 hours
    - Failure to report the loss of an eye or amputation
    - without hospitalization within 24 hours
    - Disturbing an accident investigation scene before L&I
    - gives a release
  - Mandatory penalties are given for violating posting, reporting, recordkeeping, employee access to records, or similar statutory requirements
    - Failure to meet posting requirements is a general violation with a first instance base penalty of \$1,000
    - Employers are legally required to post the Job Safety and Health Law Poster, the OSHA 300 Summary Report, any WISHA citations, Notices Regarding Appeals and Corrective Notices, variances, applications for extensions of abatement dates, & violation correction documents
  - By statute, a penalty must be assessed when a violation is classified as serious or willful
  - Penalty adjustment factors are applied for good faith, size, history, & abatement quick fixes. These can raise or lower penalties
    - When applicable, increased penalties for failure-to-abate, repeated, & willful violations are also applied
    - Small employers with 10 or fewer employees receive a -70% penalty reduction & those with 11-25 employees receive -60%
    - The good faith reduction for employers who demonstrate above average commitment to safety & health is -20%
  - See L&I's [DOSH policy manual Chapter 6: Penalties](#) for more information about how penalties are determined
- Request a [consultation](#) from the Washington State Department of Labor & Industries at <https://www.lni.wa.gov/safety-health/preventing-injuries-illnesses/request-consultation/> or by calling 360-902-5554
- L&I Safety and Health Consultations
    - Safety or Industrial Hygiene consultants can assist with building your safety program, training, identifying, & controlling hazards, and following applicable safety rules.
    - **No fines or penalties will result from issues uncovered during a consultation**
    - However, consultants will ask you to correct any serious issues & offer assistance
    - If you disagree with the results of a consultation, ask to speak to the consultant's supervisor to request a review
  - L&I Risk Management Consultations
    - Risk management consultants can review your workplace injury history and provide a step-by-step plan to help you prevent injuries and control industrial insurance costs
  - L&I Ergonomic Consultations
    - Ergonomic specialists can help you find solutions to prevent sprain and strain injuries. These injuries are associated with high worker's compensation costs, especially in the adult family home industry
  - L&I consultation benefits
    - Consultants can help you create & maintain an effective safety program

- Promotes a safer & healthier work environment
  - An effective safety & health program keeps your worker's compensation premiums as low as possible
  - Helps prevent costs from workplace injury claims
  - Enhances job performance & productivity
  - Reduces absences & avoids short- or long-term disabilities
- Accident reporting, investigating, & recordkeeping requirements
  - Accident reporting requirements
    - **Report all workplace fatalities, hospitalizations, amputations, or losses of an eye to L&I's Division of Occupational Safety & Health at 1-800-423-7233**
      - Report fatalities or inpatient hospitalizations within 8 hours
      - Report non-hospitalized amputations and losses of an eye within 24 hours
    - Reporting to L&I also satisfies federal [OSHA reporting requirements](#)
    - If you, as an employer or an agent of an employer, do not learn about the incident when it first takes place, you must still report it within these time frames after you are notified
  - When reporting an incident, make sure to provide:
    - The name & phone number of the best person to contact
    - The name of the establishment/business
    - The location/address where it happened
    - The date & time it happened
    - The names & number of employees harmed
    - A brief description of the incident
  - **Preserve the scene for the L&I safety investigation**
    - You may move equipment as necessary to assist victims or to prevent further harm, but you must preserve the scene of work-related incidents until L&I has investigated. This includes not moving machinery, tools, or personal protective equipment involved in the incident ([WAC 296-800-32010](#))
  - Accident investigations
    - **Employers are required to investigate any accident that results in:**
      - A fatality, in-patient hospitalization, amputation, or loss of an eye
      - You are also required to investigate other accidents that cause serious injury and/or illnesses ([WAC 296-800-320](#))
    - Recommended investigations
      - Accidents requiring only first aid, or "close calls" (i.e., near-misses) where no one is hurt, are *not required* to be reported or investigated
      - However, it is still recommended that you investigate all accidents or near misses, including minor ones, because they can help predict and prevent future accidents
    - What to do when investigating
      - Preserve the scene & keep unauthorized people away
        - Check for danger & ensure the victims' safety
        - Cones, warning tape, & people to guard the scene can help you do this
      - Document the scene

- Take notes & use photos, videos, and/or sketches
- Detail the who, what, where, when, and how details about the incident
- Collect information from witnesses
  - Obtain other relevant information like equipment manuals, safety data sheets, and company documents (like safety policies, operating procedures, training & injury records, logs, reports, etc.)
- Determine the root causes and best corrective actions to take
  - This requires technique (e.g., keep asking “Why” questions) and time for a deep evaluation, but will make it easier to focus on the most effective corrective actions to take to prevent further incidents
- Implement corrective actions
  - Eliminate or control the identified hazards
  - Some actions may take more planning & implementation time than others
- L&I safety & health recordkeeping requirements
  - **Safety & health records to keep:**
    - Accident Prevention Program (written)
    - Employee medical and exposure records
    - Federal OSHA 300 Injury/Illness records
    - Records related to specific workplace hazards
    - Safety data sheets for hazardous chemicals, including hazardous medications
    - Safety meeting records (dates, meeting topics, and workers in attendance)
    - Safety training records (training topics, dates, and workers in attendance)
  - Keep Records for 4 Years (Current year plus 3 previous)
    - Other agencies may require you to hold records longer

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## WORKER SAFETY AWARENESS PROGRAM

### MODULE 1 ADDITIONAL STATE INFORMATION RESOURCE LIST: WISHA OVERVIEW, STANDARDS, INSPECTIONS, AND STATE REPORTING REQUIREMENTS:

- Chapter 49.17 Revised Code of Washington (RCW) Washington Industrial Safety and Health Act (WISHA) state safety laws: <https://app.leg.wa.gov/RCW/default.aspx?cite=49.17>
- Chapter 296-800 Washington Administrative Code (WAC) safety regulations that further define state safety laws: <https://www.lni.wa.gov/safety-health/safety-rules/chapter-pdfs/WAC296-800.PDF>
- Washington State Department of Labor & Industries (L&I) Request Consultation Page for information on how to get free safety & health assistance: <https://www.lni.wa.gov/safety-health/preventing-injuries-illnesses/request-consultation/>
- L&I General Website: [lni.wa.gov](http://lni.wa.gov)
- L&I Safety and Health Law Poster (All employers required to post this): <https://www.lni.wa.gov/forms-publications/required-workplace-posters>
- Find a local L&I office near you: <http://www.lni.wa.gov/Offices>
- [RCW 49.17.060](https://app.leg.wa.gov/RCW/default.aspx?cite=49.17.060) General Safety Standard that all employers must comply with: <https://app.leg.wa.gov/RCW/default.aspx?cite=49.17.060>
- Safety Core WAC Rules Major Topics:
  - Safety Responsibilities & Administrative Requirements
    - Employer Responsibilities: Safe Workplace: [https://lni.wa.gov/safety-health/safety-rules/chapter-pdfs/WAC296-800.pdf#WAC\\_296\\_800\\_110](https://lni.wa.gov/safety-health/safety-rules/chapter-pdfs/WAC296-800.pdf#WAC_296_800_110)
    - Employee Responsibilities: [https://lni.wa.gov/safety-health/safety-rules/chapter-pdfs/WAC296-800.pdf#WAC\\_296\\_800\\_120](https://lni.wa.gov/safety-health/safety-rules/chapter-pdfs/WAC296-800.pdf#WAC_296_800_120)
    - Accident Prevention Programs: [https://lni.wa.gov/safety-health/safety-rules/chapter-pdfs/WAC296-800.pdf#WAC\\_296\\_800\\_140](https://lni.wa.gov/safety-health/safety-rules/chapter-pdfs/WAC296-800.pdf#WAC_296_800_140)
    - Safety Committees & Safety Meetings: [https://lni.wa.gov/safety-health/safety-rules/chapter-pdfs/WAC296-800.pdf#WAC\\_296\\_800\\_130](https://lni.wa.gov/safety-health/safety-rules/chapter-pdfs/WAC296-800.pdf#WAC_296_800_130)
    - Safety Data Sheets (SDSs) as Exposure Records: [https://lni.wa.gov/safety-health/safety-rules/chapter-pdfs/WAC296-800.pdf#WAC\\_296\\_800\\_180](https://lni.wa.gov/safety-health/safety-rules/chapter-pdfs/WAC296-800.pdf#WAC_296_800_180)
    - Safety bulletin boards: [https://lni.wa.gov/safety-health/safety-rules/chapter-pdfs/WAC296-800.pdf#WAC\\_296\\_800\\_190](https://lni.wa.gov/safety-health/safety-rules/chapter-pdfs/WAC296-800.pdf#WAC_296_800_190)
    - Accident Reporting and Investigation Reports: [https://lni.wa.gov/safety-health/safety-rules/chapter-pdfs/WAC296-800.pdf#WAC\\_296\\_800\\_320](https://lni.wa.gov/safety-health/safety-rules/chapter-pdfs/WAC296-800.pdf#WAC_296_800_320)
    - Releasing Accident Investigation Reports: [https://lni.wa.gov/safety-health/safety-rules/chapter-pdfs/WAC296-800.pdf#WAC\\_296\\_800\\_330](https://lni.wa.gov/safety-health/safety-rules/chapter-pdfs/WAC296-800.pdf#WAC_296_800_330)
    - Protecting the Identity of the Source of Confidential Information: [https://lni.wa.gov/safety-health/safety-rules/chapter-pdfs/WAC296-800.pdf#WAC\\_296\\_800\\_340](https://lni.wa.gov/safety-health/safety-rules/chapter-pdfs/WAC296-800.pdf#WAC_296_800_340)

- Using Standards from National Organizations and Federal Agencies: [https://lni.wa.gov/safety-health/safety-rules/chapter-pdfs/WAC296-800.pdf#WAC\\_296\\_800\\_360](https://lni.wa.gov/safety-health/safety-rules/chapter-pdfs/WAC296-800.pdf#WAC_296_800_360)
  - Physical Safety Requirements
    - First Aid: [https://lni.wa.gov/safety-health/safety-rules/chapter-pdfs/WAC296-800.pdf#WAC\\_296\\_800\\_150](https://lni.wa.gov/safety-health/safety-rules/chapter-pdfs/WAC296-800.pdf#WAC_296_800_150)
    - Personal Protective Equipment (PPE): [https://lni.wa.gov/safety-health/safety-rules/chapter-pdfs/WAC296-800.pdf#WAC\\_296\\_800\\_160](https://lni.wa.gov/safety-health/safety-rules/chapter-pdfs/WAC296-800.pdf#WAC_296_800_160)
    - Emergency Washing and Eye Wash Requirements: [https://lni.wa.gov/safety-health/safety-rules/chapter-pdfs/WAC296-800.pdf#WAC\\_296\\_800\\_15030](https://lni.wa.gov/safety-health/safety-rules/chapter-pdfs/WAC296-800.pdf#WAC_296_800_15030)
    - Lighting: [https://lni.wa.gov/safety-health/safety-rules/chapter-pdfs/WAC296-800.pdf#WAC\\_296\\_800\\_210](https://lni.wa.gov/safety-health/safety-rules/chapter-pdfs/WAC296-800.pdf#WAC_296_800_210)
    - Housekeeping, Draining, & Storage: [https://lni.wa.gov/safety-health/safety-rules/chapter-pdfs/WAC296-800.pdf#WAC\\_296\\_800\\_220](https://lni.wa.gov/safety-health/safety-rules/chapter-pdfs/WAC296-800.pdf#WAC_296_800_220)
    - Sanitation: Drinking Water, Bathrooms, Washing Facilities, and Waste Disposal: [https://lni.wa.gov/safety-health/safety-rules/chapter-pdfs/WAC296-800.pdf#WAC\\_296\\_800\\_230](https://lni.wa.gov/safety-health/safety-rules/chapter-pdfs/WAC296-800.pdf#WAC_296_800_230)
    - Environmental Tobacco Smoke in the Office: [https://lni.wa.gov/safety-health/safety-rules/chapter-pdfs/WAC296-800.pdf#WAC\\_296\\_800\\_240](https://lni.wa.gov/safety-health/safety-rules/chapter-pdfs/WAC296-800.pdf#WAC_296_800_240)
    - Stairs & Stair Railings: [https://lni.wa.gov/safety-health/safety-rules/chapter-pdfs/WAC296-800.pdf#WAC\\_296\\_800\\_250](https://lni.wa.gov/safety-health/safety-rules/chapter-pdfs/WAC296-800.pdf#WAC_296_800_250)
    - Workplace Structural Integrity: [https://lni.wa.gov/safety-health/safety-rules/chapter-pdfs/WAC296-800.pdf#WAC\\_296\\_800\\_270](https://lni.wa.gov/safety-health/safety-rules/chapter-pdfs/WAC296-800.pdf#WAC_296_800_270)
    - Basic electrical rules: [https://lni.wa.gov/safety-health/safety-rules/chapter-pdfs/WAC296-800.pdf#WAC\\_296\\_800\\_280](https://lni.wa.gov/safety-health/safety-rules/chapter-pdfs/WAC296-800.pdf#WAC_296_800_280)
    - Exit routes & Employee Alarm Systems: [https://lni.wa.gov/safety-health/safety-rules/chapter-pdfs/WAC296-800.pdf#WAC\\_296\\_800\\_310](https://lni.wa.gov/safety-health/safety-rules/chapter-pdfs/WAC296-800.pdf#WAC_296_800_310)
    - Portable Fire Extinguishers: [https://lni.wa.gov/safety-health/safety-rules/chapter-pdfs/WAC296-800.pdf#WAC\\_296\\_800\\_300](https://lni.wa.gov/safety-health/safety-rules/chapter-pdfs/WAC296-800.pdf#WAC_296_800_300)
- Report Hazards, Unsafe Working Conditions, or Discrimination to L&I: <https://www.lni.wa.gov/workers-rights/workplace-complaints/safety-complaints>
- A Guide to Workplace Safety and Health in Washington State- What Every Employer and Worker Needs to Know: <https://www.lni.wa.gov/dA/5f2b60572d/F416-132-000.pdf>
- L&I Pocket Guide to Worker Rights: <https://lni.wa.gov/forms-publications/F101-165-909.pdf>
- L&I Safety Discrimination Webpage: <https://www.lni.wa.gov/workers-rights/workplace-complaints/discrimination-in-the-workplace>
- L&I Division of Safety and Health Compliance Manual (Includes how L&I determines penalties): <https://lni.wa.gov/safety-health/safety-rules/enforcement-policies/DOSHComplianceManual.pdf>
- L&I PowerPoint Training Aid for Completing an Accident Investigation: <https://wisha-training.lni.wa.gov/training/presentations/AccidentInves.pps>



- L&I safety videos and training materials page: <https://lni.wa.gov/safety-health/safety-training-materials/>
- L&I Online Safety & Health Video Training Library by Topic: <https://lni.wa.gov/safety-health/safety-training-materials/online-safety-training>
- L&I Employer's Guide to Hazard Communication Rule brochure: <https://lni.wa.gov/forms-publications/F413-012-000.pdf>
- L&I Novel Coronavirus Outbreak (Covid-19 Resources webpage): <https://www.lni.wa.gov/agency/outreach/novel-coronavirus-outbreak-covid-19-resources>

## State & Federal Requirements & Standards

- WAC 296-800-140 Accident Prevention Program Requirements:  
<https://apps.leg.wa.gov/WAC/default.aspx?cite=296-800-140> (State accident prevention program requirements)
- Chapter 296-901 WAC GLOBALLY HARMONIZED SYSTEM FOR HAZARD COMMUNICATION (State Chemical Hazard Communication Requirements): <https://app.leg.wa.gov/wac/default.aspx?cite=296-901>
- Chapter 296-823 WAC OCCUPATIONAL EXPOSURE TO BLOODBORNE PATHOGENS:  
<https://apps.leg.wa.gov/WAC/default.aspx?cite=296-823> (State bloodborne pathogen requirements)
- WAC 296-27 Recordkeeping and Recording: [WAC 296-27 Recordkeeping and Recording](#) (State recordkeeping requirements)
- WAC 296-27-01119 Labor & Industries Forms: <https://apps.leg.wa.gov/WAC/default.aspx?cite=296-27-01119> (Includes recordkeeping privacy requirements)
- WAC 296-62-500 Hazardous drugs: [https://lni.wa.gov/safety-health/safety-rules/chapter-pdfs/WAC296-62.pdf#WAC\\_296\\_62\\_500](https://lni.wa.gov/safety-health/safety-rules/chapter-pdfs/WAC296-62.pdf#WAC_296_62_500) (State hazardous drug safety & health requirements)
- L&I DOSH Directive 13.00 Emergency Washing Facilities:  
<https://www.lni.wa.gov/dA/91cf4ac7fc/DD1300.pdf> (Includes L&I guidance on emergency eye wash stations including sample pictures of both plumbed and standalone devices that meet requirements)
- American National Standards Institute ANSI Z358.1 Emergency Eyewash and Shower Standard:  
<https://blog.ansi.org/2018/07/emergency-eyewash-station-shower-ansi-z358-1/#gref> (The eyewash standard used by both federal OSHA and L&I DOSH requirements)
- OSHA Federal Bloodborne Pathogen & Needlestick Requirements:  
<https://www.osha.gov/SLTC/bloodbornepathogens/standards.html>
- Centers for Disease Control & Prevention (CDC) and National Institute for Occupational Safety & Health (NIOSH) Bloodborne Pathogen Standard: <https://www.cdc.gov/niosh/docs/2009-111/default.html>
- OSHA Federal Hazard Communication Standard, (1910.1200): <https://www.osha.gov/laws-regs/regulations/standardnumber/1910/1910.1200>



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