

Workplace Injury and Illness Prevention

Use this form as a guide to set up your written Injury and Illness Prevention Plan (IIPP). Circle answers.

☐ **8 REQUIRED IIPP ELEMENTS: TITLE 8, SECTION 3203, CA CODE = IT'S THE LAW.**

An effective IIPP improves the safety and health in your workplace and reduces costs by good management and employee involvement. How would rate your current IIPP?

Good / Average / Don't have an IIPP

☐ **Responsibility**

Who in your business is responsible for making sure your company has an effective IIPP?

Name: _____ Position: _____ Phone: _____

☐ **Compliance**

Do you have an employee recognition program to reward employees who consistently perform safe and healthful work practices? Do you take disciplinary actions for unsafe behavior? i.e. Warnings, Suspension without pay.

Yes / No

☐ **Communication**

To be effective your IIPP must: Involve every employee. Identify all workplace hazards. Correct all hazards ASAP. Provide workplace safety training. Plus, be discussed in regular safety meetings. Does your management team follow these key steps?

Yes / No

☐ **Hazard Assessment**

Who in your company is responsible for conducting periodic workplace hazard inspections? How often are inspections done? Do they follow the CAL OSHA Hazard Identification Checklist?

Yes / No

Name: _____ Position: _____ Phone: _____

☐ **Accident/Exposure Investigation**

Who is responsible for conducting investigations of your workplace injuries, illnesses, accidents, hazardous substance exposures and near-misses? Are they authorized to take corrective action?

Yes / No

Name: _____ Position: _____ Phone: _____

☐ **Training, Instruction & Recordkeeping**

You are responsible for protecting your employees by providing effective training. Do you have a list of CAL OSHA training subjects? Do you have a record of all training sessions conducted in the past 3 years?

Yes / No / Where can I obtain this information?

☐ **Documentation Requirements**

How many employees do you have? <10: ____ > 10: ____ Do you know the law? Is your IIPP in writing?

Yes / No / Online

☐ **Contact For Assistance**

Would you like one of our Workplace Safety Advisors to contact you?

Yes / No

Questions? Please contact your workplace safety advisor at safety@peiwc.com

peiwc.com (888) 472-9001



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