ALASKA DEPARTMENT OF LABOR

DIVISION OF OCCUPATIONAL SAFETY AND HEALTH

DOSH Program Directive 81-1

February 25, 1981

To: All DOSH Personnel

Subject: DOSH OJE System

1. Purpose: This program directive establishes procedures to be used for the DOSH internal OJE system.

2. Directives Affected: DOSH Program Directive 80-10

3. Background: There is a need for an internal OJE system for safety compliance, industrial health compliance and consultative visit inspections to assure that the quality of these inspections are maintained at a high level. OSHA has used the OJE/AV monitoring procedures for the safety and industrial health compliance inspections as part of its state plan evaluation procedure and 29CFR Part 1908 requires that the state consultation program, under the 7(c)(1) contract, provide a minimum of two (2) OJE's for each consultant annually. Under 29CFR Part 1908, OSHA cannot conduct the required OJE's for the safety program advisors.

4. Procedures:

   A. A minimum of two (2) OJE's will be conducted annually for each Compliance Officer, Industrial Hygienist, and Safety Programs Advisor.

   B. OJE's will normally be conducted by the immediate supervisor of the CO, IH, or SPA. In no case will an OJE be conducted on a Safety Programs Advisor by anyone other than the immediate supervisor or the Director.

   C. OJE's will normally be scheduled, and conducted, for each CO, IH, and SPA so that one is conducted during the first six months of the calendar year and another is conducted during the last six months of the calendar year. The OJE's, therefore, should be conducted approximately six months apart.

   D. The monitor for the Safety Programs Advisor OJE will use form DOSH-83. The monitor for the Compliance Officer or the Industrial Hygienist OJE will use form DOSH-97. All applicable items will be completed. Comments must be provided by the monitor for any item checked NO and comments must be entered in all areas where required.

E. The monitor for the Safety Programs Advisor must review the written report to properly complete form DOSH-83.

F. Upon completion of the DOSH-83 or DOSH-97, the monitor will provide the CO, IH, or SPA, with a copy of the report, one copy will be retained for the Section File and one copy transmitted to the Director.

G. The Monitor will have fifteen (15) working days from the date of the OJE to submit the completed form DOSH-83 or DOSH-97 to the Director.

5. Action: This directive is effective immediately.

6. Filing: This directive will remain in effect until modified, superceded, or rescinded.

Robert D. Miller

Robert D. Miller, Director

Reviewed and Approved

Edmund N. Orbeck

Edmund N. Orbeck, Commissioner