Injury and Illness Prevention Program (IIPP) Assessment Tool

There are several reasons Cal/OSHA might visit your business, including:

- Random evaluation
- Report of serious or deadly injury
- Employee complaint
- High-hazard industry visit

Your Injury and Illness Prevention Program (IIPP) will set the stage for the visit. Be prepared by using the same framework Cal/OSHA uses to assess your IIPP. Verify, in writing, that each required element is implemented and effective.

IIPP ELEMENTS	REQUIREMENTS	WRITTEN	IMPLEMENTED	EFFECTIVE	COMMENTS
RESPONSIBILITY	Properly identified persons with authority and responsibility for implementing program				
COMPLIANCE	System for ensuring employees comply with safe and healthful work practices				
COMMUNICATION	System for communicating with employees in a form readily understandable by all affected employees about safety and health				
HAZARD ASSESSMENT	Procedures for identifying and evaluating workplace hazards including scheduled inspections				
ACCIDENT/EXPOSURE INVESTIGATION	Procedure to investigate occurrence of injuries or illnesses				
HAZARD CORRECTION	Methods for correcting unsafe work conditions/work practices in a timely manner based on seriousness of hazard				
TRAINING AND INSTRUCTION	Training program to instruct on general and job specific safety and health practices				

RECORDKEEPING	Adequate documentation for inspections, training and other standard-specific requirements				

Upon completion of the IIPP assessment, look for the Cal/OSHA representative to evaluate other applicable programs, which may include:

- OSHA 300 logs
- Personal protective equipment
- Workplace security
- Machinery lockout-tagout
- Hazard communication
- Bloodborne pathogens
- Fall protection
- Emergency preparedness
- Confined space entry
- Heat illness prevention
- Forklift and fleet safety

If you are not sure you're in compliance with Cal/OSHA requirements, contact your CompWest loss control consultant for assistance or visit Cal/OSHA's website for additional safety and health related topics:

- Title 8, California Code of Regulations: www.dir.ca.gov/samples/search/query.htm
- eTools: http://www.dir.ca.gov/dosh/etools/etools.htm
- Effective Workplace Training Tool: http://www.dir.ca.gov/dosh/etools/09-002/index.htm
- Cal/OSHA Publications: http://www.dir.ca.gov/dosh/puborder.asp
- List of Training Requirements: http://www.dir.ca.gov/dosh/dosh_publications/trainingreq.htm
- Serious Injury Reporting Information: http://www.dir.ca.gov/title8/342.html