

CalOSHA in your Workplace

Rules to Remember

1. They have a right to be there. Be courteous. Relax. They'll ask for a manager in charge.
2. Contact Ulis Redic, Safety Manager, Risk Management, at 510-272-6920. Ask to speak with me directly. If I am not available, give the information to the receptionist. They will try to contact me. If possible, I'll drop what I'm doing and hurry to your site. The reason for this is that I am Alameda County's contact person with CalOSHA. I prefer hearing their concerns first-hand and will ensure that they get what they need as quickly as possible..
3. The inspector will request that an employee representative attend the opening conference. A safety coordinator or shop steward is sufficient.
4. Generally, CalOSHA only comes to our sites when a complaint has been made. Employees have the right to complain to CalOSHA. The CalOSHA inspector will not tell you who complained and in most cases will not tell you what the complaint is.
5. The inspector has a right to inspect the area(s) that pertain to the complaint. Lead them to the area via the most direct route. TAKE NOTES.
6. The inspector will ask for documents and will fill out a "Document Request Form." Ask if you can forward the materials to the CalOSHA office. Try not to hand over any documents. Risk Management will work with you and your agency/department to compile the documents. Risk Management will forward the documents to CalOSHA and will be the point of contact for the County. Please forward any materials you receive from CalOSHA to Risk Management (QIC 28505). We will work with you to respond.
7. The inspector may wish to interview employees. They have a right to do so – in private. Set them up in a conference room.

Thank you.