IIPP

An Overview of the Injury and Illness Prevention Program

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What is an IIPP?

- California employers are required to provide and maintain a safe and healthful working environment

- Since 1991, a written Injury & Illness Prevention Program (IIPP) is required for every employer

- Title 8 of the California Code of Regulations (CCR), Section 3203, General Industry Safety Orders

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Advantages of the IIPP

- Outlines safety on the job
- Reduce losses resulting from accidents and injuries
  - ➢ Direct and indirect costs
- Helps prioritize safety concerns
- Sets the tone for the importance of safety

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Indentify the responsible person

- Must have authority and management's full support

- Allocate time, personnel and money

- Set a good example

- Employees are also responsible for conducting themselves safely (Labor Code Section 6407.1)

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Identify job hazards

- Determine potentially hazardous conditions, equipment and procedures

- Identify corrective actions

- Survey workplace conditions
  - Equipment
  - Chemicals
  - Work practices
  - Cal/OSHA standards

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Identify job hazards

- Also review:
  - Accident, injury or illness data
  - District safety policies and procedures
  - Records of training programs
  - Talk to staff responsible for the work
  - Other safety programs currently in place

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Inspections

- Conduct regular inspections of the campus or site
- Check for property and work practice concerns
- Reviewed by safety committee and/or management
- Helps to note trends and prioritize
- Document inspections

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Employee training

- Must be conducted
  - ➢ When IIPP is first established
  - ➢ For all new employees
  - ➢ New job assignment
  - ➢ When new substances, processes, procedures or equipment are introduced
  - ➢ When a new or previously unrecognized hazard is identified
  - ➢ For all supervisors to assure they understand the hazards to which their employees may be exposed

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Accident Investigation

- In writing, identify the cause(s) of the accident or near-miss occurrence

- Trend identification

- Questions to ask:
  - ➤ What happened?
  - ➤ Why did the incident happen?
  - ➤ What should be done?
  - ➤ What action has been taken?

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Communication

- Establish a system for communicating with employees that is "readily understandable by all affected employees"

- Publish a brief safety policy to state that safety is priority

- Provide for employees to communicate safety concerns with the employer
  - Encourage information without fear of reprisal

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Communication

- Safety committees
  - Have representatives from all areas of the district or site
  - Can use already established committees or meetings when appropriate

- Posters, bulletins, newsletters can be used

- Safety suggestion box

- Urge all employees to actively participate in safety

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Record Keeping

- Essential to all aspects of the program
  - Compliance with regulation
  - Tool in evaluating the success of the program
  - Verification in the event of a loss
  - If it's not written down, it didn't happen

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IIPP is a Living Document

- Schedule annual reviews of district IIPP
  - Any changes to procedures or equipment?
  - What is working?
  - What can be improved?

- All employees are responsible for a successful IIPP

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