

# Employer Rights and Responsibilities Following an OSHA Inspection



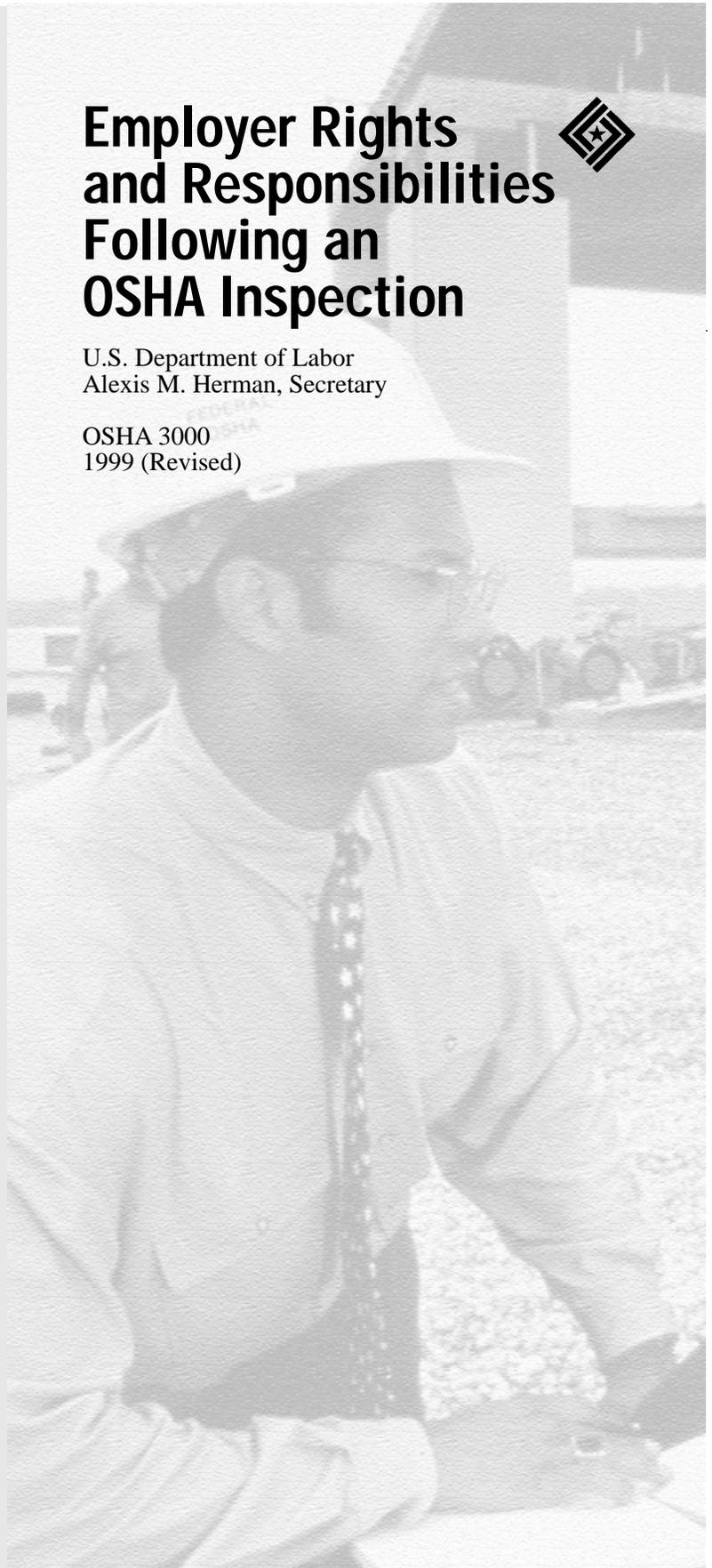
U.S. Department of Labor  
Alexis M. Herman, Secretary

OSHA 3000  
1999 (Revised)



U.S. Department of Labor

Occupational Safety and Health Administration



This informational booklet is intended to provide a generic, non-exhaustive overview of a particular standards-related topic. This publication does not itself alter or determine compliance responsibilities, which are set forth in OSHA standards themselves, and the *Occupational Safety and Health Act*. Moreover, because interpretations and enforcement policy may change over time, for additional guidance on OSHA compliance requirements, the reader should consult current administrative interpretations and decisions by the Occupational Safety and Health Review Commission and the courts.

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U.S. Department of Labor  
Alexis M. Herman, Secretary

Occupational Safety and Health Administration  
Charles N. Jeffress, Assistant Secretary

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This pamphlet contains important information regarding your rights and responsibilities under the *Occupational Safety and Health Act of 1970 (OSH Act, Public Law 91-596, as amended by P.L. 101-552, November 5, 1990)*.

An OSHA compliance safety and health officer (CSHO) conducts an inspection of your workplace, in accordance with the *OSH Act*. After the inspection, the CSHO reports the findings to the Area Director who evaluates them. If a violation exists, OSHA will issue you a **Citation and Notification of Penalty** detailing the exact nature of the violation(s) and any associated penalties (see also OSHA 2098 *OSHA Inspections*). A citation informs you of the alleged violation, sets a proposed time period within which to correct the violation, and proposes the appropriate dollar penalties.

The information in this booklet can and should be used as a discussion guide during your closing conference with the OSHA compliance officer. For each apparent violation found during the inspection, the compliance officer has discussed or will discuss the following with you:

- Nature of the violation,
- Possible abatement measures you may take to correct the violative condition, and
- Possible abatement dates you may be required to meet.

The CSHO is a highly trained professional who can help you recognize and evaluate hazards as well as suggest appropriate methods of correcting violations. To minimize employee exposure to possible hazardous conditions, abatement efforts should always begin as soon as possible.

**Important Note:** There are currently 25 states or territories administering OSHA-approved safety and health plans: 23 of these plans cover the private and public (state and local governments) sectors and 2 cover the public sector only. For more information

on OSHA-approved state plans, see the list of states with approved plans at the end of this publication. Employers and employees in the 25 states or territories that operate OSHA-approved workplace safety and health plans should check with their state agency. Their state may be enforcing standards and other procedures that, while “at least as effective as” federal standards, are not always identical to the federal requirements. For example:

- Some states have different options and procedures for the employer who believes changes, modifications, or deletions of the penalty, citation, or abatement dates are needed;
- Although Federal OSHA recommends that employers in general industry, shipbuilding and repair, and marine terminal and longshoring operations, establish comprehensive workplace safety and health programs, some states require such programs; and
- In state plan states, an employee who believes he/she has been discriminated against pursuant to Section 11(c) of the *OSH Act* is entitled to file a complaint alleging discrimination under both state and federal procedures.

The following general information defines the types of violations and explains the actions you may take if you receive a citation as the result of an inspection.

**Willful:** A willful violation is defined as a violation in which the employer knew that a hazardous condition existed but made no reasonable effort to eliminate it and in which the hazardous condition violated a standard, regulation, or the *OSH Act*. Penalties range from \$5,000 to \$70,000 per willful violation, with a minimum penalty of \$25,000 for a willful serious violation. For employers who operate small firms—those with 50 or fewer employees—in no case will the proposed penalty be less than the statutory minimum, i.e., \$5,000.

**Serious:** A serious violation exists when the workplace hazard could cause an accident or illness that would most likely result in death or serious physical harm, unless the employer did not know or could not have known of the violation. A penalty of up to \$7,000 for each violation may be proposed.

**Repeated:** An employer may be cited for a repeated violation if that employer has been cited previously for a **substantially similar condition** and the citation has become a final order of the Occupational Safety and Health Review Commission. A citation is currently viewed as a repeated violation if it occurs within 3 years either from the date that the earlier citation becomes a final order or from the final abatement date, whichever is later. Repeated violations can bring a fine of up to \$70,000 for each such violation.

For purposes of determining whether a violation is repeated, the following criteria generally apply:

1. **Fixed Establishments:** Citations issued to employers having fixed establishments (e.g., factories, terminals, stores) are not normally limited to the cited establishment. A multifacility employer, for example, can be cited for a repeated violation if the violation recurred at any plant nationwide, and if a citation is obtained and reveals a repeated violation.

2. **Nonfixed Establishments:** For employers engaged in businesses having no fixed establishments (e.g., construction sites, oil and gas drilling sites), repeated violations are alleged based on prior violations occurring anywhere, and at any of his or her identified establishments nationwide, based on employer history.
3. **Longshoring Establishments:** A longshoring establishment covers all longshoring activities of a single stevedore within any single port area. Longshoring employers are subject to repeated violation citations based on prior violations occurring anywhere in the nation.
4. **Other Maritime Establishments:** Other maritime establishments covered by OSHA standards (e.g., shipbuilding, ship repairing) are generally defined as fixed establishments. (See 1 above.)

A VIOLATION CAN BE CITED AS REPEATED IF THE EMPLOYER HAS BEEN CITED FOR THE SAME OR A SUBSTANTIALLY SIMILAR VIOLATION ANYWHERE IN THE NATION WITHIN THE PAST 3 YEARS.

**Other:** A violation that has a direct relationship to job safety and health, but is not serious in nature, is classified as “other.”

When you receive a Citation and Notification of Penalty, you must post the citation (or a copy of it) at or near the place where each violation occurred to make employees aware of the hazards to which they may be exposed. The citation must remain posted for 3 working days or until the violation is corrected, whichever is longer. (Saturdays, Sundays, and Federal holidays are not counted as working days.) **You must comply with these posting requirements even if you contest the citation.**

The abatement certification documents—such as abatement certifications, abatement plans and progress reports—like citations, must be posted at or near the place where the violation occurred. For moveable equipment found to be in violation and where the posting of violations would be difficult or impractical, the employer has an option to identify the equipment with a “Warning” tag specified in the Abatement Verification regulation 29 CFR 1903.19(i).

As an employer who has been cited, you may take either of the following courses of action:

1. If you agree to the Citation and Notification of Penalty, you must correct the condition by the date set in the citation and pay the penalty, if one is proposed;
2. If you do not agree, you have 15 working days from the date you receive the citation to contest in writing any or all of the following:
  - Citation,
  - Proposed penalty, and/or
  - Abatement date.
3. OSHA will inform the affected employee representatives of the informal conference or contest.

Before deciding on either of these options, you may request an **Informal Conference** with the OSHA Area Director to discuss any issues related to the Citation and Notification of Penalty. (See **Informal Conference and Settlement**.)

For violations you do not contest, you must:

(1) promptly notify the OSHA Area Director by certified letter that you have taken the appropriate corrective action within the time set forth in the citation, and (2) pay any penalties itemized therein.

The notification you send the area director is referred to as **Abatement Certification**. For Other-Than-Serious violations, a simple signed letter identifying the inspection number, the citation item number and noting that the violation was corrected by the date specified on the citation. For more serious violations, i.e., Serious, Willful, Repeat, or Failure-to-Abate, abatement certification requires more detailed proof.

If the employer has abatement questions after the inspection, the Area Director shall ensure that additional information, if available, is obtained and provided to the employer as soon as possible.

Employers can also find guidance on abatement verification on OSHA's web site at <http://osha-slc.gov/Publications/Abate/abate.html>.

When the citation permits an extended time for abatement, you must ensure that employees are adequately protected during this time. For example, the citation may require the immediate use of personal protective equipment by employees while engineering controls are being installed. When such is the case and where indicated on the citation, you must also provide OSHA with an abatement plan (steps you will take to protect employees and correct the hazards) and periodic progress reports on your actions.

The penalties itemized on the Citation and Notification of Penalty are payable within 15 working days of receipt of the penalty notice. If, however, you contest the citation or penalty in good faith, abatement and payment of penalties for those items contested are suspended until the Occupational Safety and Health Review Commission reviews your case and issues a final order. The Review Commission is an independent agency and is **not** a part of the U.S. Department of Labor. The final order of the Commission will

either uphold, modify, or eliminate the citations and/or penalties. Penalties for items not contested, however, are still due within 15 working days. (For further details, see the section on **How to Contest**.)

Payment should be made by check or money order payable to DOL-OSHA. Please indicate on your payment the OSHA number from the upper right-hand corner of your citation and **send it to the OSHA Area Office listed on the Citation and Notification of Penalty**.

Before deciding whether to file a **Notice of Intent to Contest**, you may request an Informal Conference with the OSHA Area Director to discuss the Citation and Notification of Penalty.

You may use this opportunity to do any of the following:

- Obtain a better explanation of the violations cited;
- Obtain a more complete understanding of the specific standards that apply;
- Negotiate and enter into an Informal Settlement Agreement;
- Discuss ways to correct violations;
- Discuss problems concerning the abatement dates;
- Discuss problems concerning employee safety practices;
- Resolve disputed citations and penalties, (thereby eliminating the need for the more formal procedures associated with litigation before the Review Commission); and
- Obtain answers to any other questions you may have.

You are encouraged to take advantage of the opportunity to have an Informal Conference if you foresee any difficulties in complying with any part of the citation. **Please note, however, that an Informal Conference must be held within the 15 working day Notice of Intent to Contest period and will neither extend the 15 working day contest period nor take the place of the filing of a written notice if you desire to contest.** Employee representative(s) have the right to participate in any Informal Conference or negotiations between the Regional Administrator or Area Director and the employer.

If you agree that the cited violations exist, but you have a valid reason for wishing to extend the abatement date(s), you may discuss this with the Area

Director in an Informal Conference. He or she may issue an amended citation that changes the abatement date prior to the expiration of the 15 working day period without your filing a Notice of Intent to Contest.

If you do not contest within 15 working days, your citation will become a final order not subject to review by any court or agency. After this occurs, the OSHA Area Director may continue to provide you with information and assistance on how to abate the hazards cited in your citation, but may not amend or change any citation or penalty which has become a final order. The Area Director may only advise you on abatement methods or extend the time you need to abate the violation. (See **Petition for Modification of Abatement.**)

Whenever an informal conference is requested by the employer, by an affected employee, or by the employee representative, the parties shall be afforded the opportunity to participate fully. If either party chooses not to participate in the informal conference, that party forfeits its rights to be consulted prior to decisions being made which affect the citations. If the requesting party objects to the attendance of the other party, separate informal conferences may be held. During the conduct of a joint informal conference, separate or private discussions shall be permitted if either party so requests. Informal conferences may be held by any means practical.

If you wish to contest any portion of your citation, a Notice of Intent to Contest must be submitted in writing within 15 working days after receipt of the Citation and Notification of Penalty even if you have orally stated your disagreement with a citation, penalty, or abatement date during a telephone conversation or an Informal Conference.

The Notice of Intent to Contest must clearly state what is being contested—the citation, the penalty, the abatement date, or any combination of these factors. In addition, the notice must state whether all the violations on the citation, or just specific violations, are being contested. (For example, “I wish to contest the citation and penalty proposed for items 3 and 4 of the citation issued June 27, 1990.”)

Your contest must be made in good faith. A contest filed solely to avoid your responsibilities for abatement or payment of penalties will not be considered a good-faith contest.

A proper contest of any item suspends your legal obligation to abate and pay until the item contested has been administratively resolved. If you contest only the penalty, you must still correct all violations by the dates indicated on the citation. If only some items on the citation are contested, the other items must be corrected by the abatement date and the corresponding penalties paid within 15 days of notification.

After you file a Notice of Intent to Contest, your case is officially in litigation. If you wish to settle the case, you may contact the OSHA Area Director who will give you the name of the attorney for OSHA handling your case. All settlements of contested cases are negotiated between you and the attorney according to the rules of procedure of the Occupational Safety and Health Review Commission.

If the written Notice of Intent to Contest has been filed within the required 15 working days, the OSHA Area Director forwards your case to the Occupational Safety and Health Review Commission. The Commission assigns the case to an administrative law judge who usually will schedule a hearing in a public place close to your workplace. Both employers and employees have the right to participate in this hearing which contains all the elements of a trial, including examination and cross-examination of witnesses. You may choose to represent yourself or be represented by an attorney. The administrative law judge may affirm, modify, or eliminate any contested items of the citation or penalty.

As with any other legal procedure, there is an appeals process. Once the administrative law judge has ruled, any party to the case may request a further review by the full Review Commission. In addition, any of the three commissioners may, on his or her own motion, bring the case before the entire Commission for review. The Commission's ruling, in turn, may be appealed to the U.S. Court of Appeals for the circuit in which the case arose or for the circuit where the employer has his or her principal office.

Abatement dates are assigned on the basis of the best information available at the time the citation is issued. When you are unable to meet an abatement date because of uncontrollable events or other circumstances, and the 15 working day contest period has expired, you may file a **Petition for Modification of Abatement (PMA)** with the OSHA Area Director.

The petition must be in writing and must be submitted as soon as possible, but no later than 1 working day after the abatement date. To show clearly that you have made a good-faith effort to comply, the PMA must include all of the following information before it can be considered:

- Steps you have taken in an effort to achieve compliance, and dates they were taken;
- Additional time you need to comply;
- Why you need additional time;
- Interim steps you are taking to safeguard your employees against the cited hazard(s) until the abatement;
- A certification that the petition has been posted, the date of posting and, when appropriate, a statement that the petition has been furnished to an authorized representative of the affected employees. The petition must remain posted for 10 working days, during which employees may file an objection.

A PMA may be granted or opposed by the OSHA Area Director. If it is opposed, it automatically becomes a contested case before the Review Commission. If a PMA is granted, a monitoring inspection may be conducted to ensure that conditions are as they have been described and that adequate progress toward abatement has been made. Further information on PMAs may be obtained from the OSHA Area Office.

In making a determination on a **permanent variance**, OSHA reviews the employer's evidence and, where appropriate, arranges a visit to the workplace to confirm the circumstances of the application. If the request has merit, OSHA may grant a permanent variance. Final variance orders detail the employer's specific responsibilities and requirements and explain exactly how the employer's method varies from the OSHA requirement.

You may also apply for a **permanent variance** from a standard if you can prove that your present facilities or methods of operation are at least as safe and healthful as those required by the OSHA standard.

If you are unable to comply with a newly promulgated standard because of the unavailability of materials, equipment, or professional or technical personnel, you may apply to OSHA for a **temporary variance** from the standard.

To be eligible for a temporary variance, the employer must put into force an effective program for coming into compliance with the standard or regulation as quickly as possible. In the meantime, the employer must demonstrate to OSHA that all available steps are being taken to safeguard employees.

A temporary variance may be granted for up to 1 year; it can be renewed twice, each time for 6 months.

Please note, however, that whenever an employer applies for either a temporary or a permanent variance, he or she must inform employees of the application and of their right to request a hearing.

Employees or their authorized representatives may contest any or all of the abatement dates set for violations if they believe them to be unreasonable. A written Notice of Intent to Contest must be filed with the OSHA Area Director within 15 working days after the employer receives the citation.

**The filing of an employee contest does not suspend the employer's obligation to abate.**

Employees also have the right to object to a PMA. Such objections must be in writing and must be sent to the Area Office within 10 days of service or posting. A decision regarding the PMA will not be made until the issue is resolved by the Review Commission.

If you receive a citation, a followup inspection may be conducted to verify that you have done the following:

- Posted the citation as required,
- Corrected the violations as required in the citation, and/or
- Adequately protected employees and made appropriate progress in correcting hazards during multistep or lengthy abatement periods.

In addition to providing for penalties for failure-to-post citations and failure-to-abate violations, the *OSH Act* clearly states that you have a **continuing responsibility** to comply with the *OSH Act* and assure your employees of safe and healthful working conditions. Any new violations discovered during a followup inspection will be cited.

To achieve abatement by the date set forth in the citation, it is important that abatement efforts be promptly initiated.

The *OSH Act* prohibits employers from discharging or otherwise discriminating against an employee who has exercised any right under this law, including the right to make safety and health complaints or to request an OSHA inspection. Complaints from employees who believe they have been discriminated against will be investigated by OSHA. If the investigation discloses probable violations of employee rights, court action may follow.

Employees who believe they have been discriminated against must file their complaints within **30 days** of the alleged act of discrimination. To obtain further information on this matter, employees may contact OSHA and inquire about Section 11(c) procedures.

All information reported to OSHA by employers and employees must be accurate and truthful. Providing false information on efforts to abate cited conditions or in required records is punishable under the *OSH Act*.

### Safety and Health Program Management Guidelines

Effective management of worker safety and health protection is a decisive factor in reducing the extent and severity of work-related injuries and illnesses and their related costs. To assist employers and employees in developing effective safety and health programs, OSHA published recommended *Safety and Health Program Management Guidelines (Federal Register 54(18): 3908-3916, January 26, 1988)*. These voluntary guidelines apply to all places of employment covered by OSHA.

The guidelines identify four general elements that are critical to the development of a successful safety and health program:

- Management commitment and employee involvement;
- Worksite analysis;
- Hazard prevention and control; and
- Safety and health training.

The guidelines recommend specific actions, under each of these general elements, to achieve an effective safety and health program. A single free copy of the guidelines can be obtained from U.S. Department of Labor, OSHA/OSHA Publications, P.O. Box 37535, Washington DC 20210 by sending a self-addressed mail label with your request. See also OSHA's web site for this and other standards-related information and compliance assistance at [www.osha.gov](http://www.osha.gov).

**Note:** OSHA's Construction standards, *Title 29 Code of Federal Regulations 1926*, require the employer to have a program to provide for frequent and regular inspections of the job sites, materials, and equipment.

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### State Programs

The *Occupational Safety and Health Act of 1970* encourages states to develop and operate their own

job safety and health plans. States with plans approved under section 18(b) of the *OSH Act* must adopt standards and enforce requirements that are at least as effective as federal requirements. There are currently 25 state plan states and territories—23 covering both private and public (state and local government) employees and two covering public sector employees only. Plan states must adopt standards comparable (but not necessarily identical) to the federal within 6 months of a federal standard's promulgation. Until a state standard is promulgated, OSHA will provide interim enforcement assistance, as appropriate, in these states. A listing of states with approved plans appears at the end of this publication.

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### Free Onsite Consultation

Free onsite safety and health consultation services are available in all states to employers who want help in establishing and maintaining a safe and healthful workplace. Primarily developed for smaller employers with more hazardous operations, the OSHA Consultation Service is largely funded by OSHA and is delivered by state governments employing professional safety consultants and health consultants. The comprehensive assistance that is offered includes an appraisal of all mechanical systems, physical work practices, and environmental hazards of the workplace, and all aspects of the employer's present job safety and health program. In addition, the service offers assistance to employers in developing and implementing an effective workplace safety and health program that corrects and continuously addresses safety and health concerns.

This program is completely separate from OSHA's inspection efforts. No penalties are proposed or citations issued for any safety or health problems identified by the consultant. The service is confidential. The employer's name, the firm's name, and any information about the workplace, plus any unsafe or unhealthful working conditions that the consultant

uncovers, will not be reported routinely to the OSHA inspection staff.

The only obligation is the employer's commitment to correct serious job safety and health hazards in a timely manner. The employer is asked to make this commitment prior to the actual visit. For more information on consultation services, see the list of state consultation projects at the end of this publication.

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### Voluntary Protection Programs (VPPs)

The Voluntary Protection Programs (VPPs) are designed to recognize and promote effective safety and health program management. In the VPP, management, labor, and OSHA establish cooperative relationships at workplaces that have implemented strong programs.

Sites approved for VPP's Star, Merit, and Demonstration programs have met, and must continue to meet, rigorous participation standards. Benefits of VPP participation include improved employee motivation to work safely, leading to better quality and productivity; lost workday case rates that generally are 60 per cent to 80 per cent below industry averages; reduced workers' compensation and other injury- and illness-related costs; positive community recognition and interaction; further improvement and revitalization of already good safety and health programs; and partnership with OSHA. VPPs and onsite consultation services, when coupled with an effective enforcement program, expand worker protection to help meet the goals of the *OSH Act*.

For additional information about the VPP, contact the VPP Manager in your OSHA Regional Office, listed at the end of this publication.

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### Training and Education

OSHA's area offices offer a variety of informa-

tional services, such as publications, audiovisual aids, technical advice, and speakers for special engagements. OSHA's Training Institute in Des Plaines, IL, provides basic and advanced courses in safety and health for federal and state compliance officers, state consultants, federal agency personnel, and private sector employers, employees, and their representatives.

The OSHA Training Institute also has established OSHA Training Institute Education Centers to address the increased demand from the private sector and other federal agencies for its courses. These centers are nonprofit colleges, universities, and other organizations that have been selected after a competition for participation in the program. OSHA also provides funds to nonprofit organizations, through grants, to conduct workplace training and education in subjects where OSHA believes there is a lack of workplace training. Grants are awarded annually. Grant recipients are expected to contribute 20 percent of the total grant cost.

For more information on grants, training, and education, contact the OSHA Training Institute, Office of Training and Education, 1555 Times Drive, Des Plaines, IL 60018, (847) 297-4810, FAX (847) 297-4874.

For further information on any OSHA program, contact your nearest OSHA area or regional office listed at the end of this publication.

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## Electronic Assistance

**Internet**—OSHA standards, interpretations, directives, technical advisors, compliance assistance, and additional information are now on the World Wide Web at <http://www.osha.gov>.

**CD-ROM**—A wide variety of OSHA materials including standards, interpretations, directives, and more can be purchased on CD-ROM from the Government Printing Office. To order, write to the Super-

intendent of Documents, P.O. Box 371954, Pittsburgh PA 15250-7954. Specify OSHA Regulations, Documents and Technical Information on CD-ROM, (ORDT, S/N729-1300000-5. The price is \$43 per year (\$53.75 foreign); single copy \$17.00 (\$21.25 foreign).

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## Emergencies

For life-threatening situations, call (800) 321-OSHA. Complaints will go immediately to the nearest OSHA area or state office for help.

For further information on any OSHA program, contact your nearest OSHA area or regional office listed at the end of this publication.

A single free copy of the following publications can be obtained from the U.S. Department of Labor, OSHA/OSHA Publications, P.O. Box 37535, Washington, DC 20013-7535, (202) 693-1888, FAX (202) 693-2498. Please enclose a self-addressed mailing label with your order.

**All About OSHA**—OSHA 2056

**Chemical Hazard Communication**—OSHA 3084

**Consultation Services for the Employer**  
—OSHA 3047

**How to Prepare for Workplace Emergencies**  
—OSHA 3088

**OSHA: Employee Workplace Rights**  
—OSHA 3021

**OSHA Inspections**—OSHA 2098

**Recordkeeping Guidelines for Occupational Injuries and Illness**—OMB No. 1220-0029

The following publications are available from the Superintendent of Documents, U.S. Government Printing Office, Washington, DC 20402 (202) 512-1800, Fax (202) 512-2250, include GPO Order No. and make checks payable to Superintendent of Documents. Credit card charge (MasterCard and Visa) is accepted. All prices subject to change by GPO.

**Hazard Communication Guidelines for Compliance** OSHA 3111, (\$1). Order No. 029-016-00127-1

**OSHA Handbook for Small Business**—OSHA 2209 (\$4). Order No. 029-016-001-441.

**Job Hazard Analysis**—OSHA 3071 (\$1). Order No. 029-016-00142-5.

**Hazard Communication—A Compliance Kit**—(OSHA 3104) A reference guide to step-by-step requirements for compliance with the OSHA standard. Order No. 029-016-00147-6; \$18 - domestic; \$22.50 - foreign.

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350 Winter Street, NE, Room 430  
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(503) 378-3272

**Secretary**

Puerto Rico Department  
of Labor and Human  
Resources  
Prudencio Rivera  
Martinez Building  
505 Munoz Rivera Avenue  
Hato Rey, PR 00918  
(809) 754-2119

**Director**

South Carolina  
 Department of Labor, Licensing  
 and Regulation  
 Koger Office Park,  
 Kingstree Building  
 110 Centerview Drive  
 P.O. Box 11329  
 Columbia, SC 29210  
 (803) 896-4300

**Commissioner**

Tennessee Department  
 of Labor  
 710 James Robertson  
 Parkway  
 Nashville, TN 37243-0659  
 (615) 741-2582

**Commissioner**

Industrial Commission  
 of Utah  
 160 East 300 South,  
 3rd Floor  
 P.O. Box 146650  
 Salt Lake City, UT 84110- 6650  
 (801) 530-6898

**Commissioner**

Vermont Department  
 of Labor and Industry  
 National Life Building - Drawer 20  
 Montpelier, Vermont 05620-3401  
 (802) 828-2765

**Commissioner**

Virginia Department  
 of Labor and Industry  
 Powers-Taylor Building  
 13 South 13th Street  
 Richmond, VA 23219  
 (804) 786-2377

**Commissioner**

Virgin Islands Department of Labor  
 2131 Hospital Street  
 Christiansted  
 St. Croix, VI 00820-4666  
 (809) 773-1994

**Director**

Washington Department  
 of Labor and Industries  
 General Administrative Building  
 P.O. Box 44001  
 Olympia, WA 98504-4001  
 (360) 902-4200

**Administrator**

Workers' Safety  
 and Compensation Division (WSC)  
 Wyoming Department  
 of Employment  
 Herschler Building,  
 2nd Floor  
 East 122 West 25th Street  
 Cheyenne, WY 82002  
 (307) 777-7786

State	Telephone
Alabama	(205) 348-7136
Alaska	(907) 269-4957
Arizona	(602) 542-5795
Arkansas	(501) 682-4522
California	(415) 972-8515
Colorado	(970) 491-6151
Connecticut	(860) 566-4550
Delaware	(302) 761-8219
District of Columbia	(202) 576-6339
Florida	(904) 488-3044
Georgia	(404) 894-2643
Guam	011 (671) 475-0136
Hawaii	(808) 586-9100
Idaho	(208) 385-3283
Illinois	(312) 814-2337
Indiana	(317) 232-2688
Iowa	(515) 965-7162
Kansas	(913) 296-7476
Kentucky	(502) 564-6895
Louisiana	(504) 342-9601
Maine	(207) 624-6460
Maryland	(410) 880-4970
Massachusetts	(617) 727-3982
Michigan	(517) 332-1817 (H)
	(517) 322-1809 (S)
Minnesota	(612) 297-2393
Mississippi	(601) 987-3981
Missouri	(314) 751-3403
Montana	(406) 444-6418
Nebraska	(402) 471-4717
Nevada	(702) 486-5016
New Hampshire	(603) 271-2024
New Jersey	(609) 292-2424
New Mexico	(505) 827-4230
New York	(518) 457-2481
North Carolina	(919) 662-4644
North Dakota	(701) 328-5188
Ohio	(614) 644-2246
Oklahoma	(405) 528-1500
Oregon	(503) 378-3272
Pennsylvania	(412) 357-2561
Puerto Rico	(787) 754-2188
Rhode Island	(401) 277-2438
South Carolina	(803) 896-4300

South Dakota	(605) 688-4101
Tennessee	(615) 741-7036
Texas	(512) 440-3809
Utah	(801) 530-7606
Vermont	(802) 828-2765
Virginia	(804) 786-6359
Virgin Islands	(809) 772-1315
Washington	(360) 902-5638
West Virginia	(304) 558-7890
Wisconsin	(608) 266-8579 (H)
	(414) 521-5063 (S)
Wyoming	(307) 777-7786

*(H) - Health**(S) - Safety*

Area	Telephone
Albany, NY .....	(518) 464-4338
Albuquerque, NM .....	(505) 248-5302
Allentown, PA .....	(610) 776-0592
Anchorage, AK .....	(907) 271-5152
Appleton, WI .....	(414) 734-4521
Austin, TX .....	(512) 916-5783
Avenel, NJ .....	(908) 750-3270
Baltimore, MD .....	(410) 962-2840
Bangor, ME .....	(207) 941-8177
Baton Rouge, LA .....	(504) 389-0474
Bayside, NY .....	(718) 279-9060
Bellevue, WA .....	(206) 553-7520
Billings, MT .....	(406) 247-7494
Birmingham, AL .....	(205) 731-1534
Bismarck, ND .....	(701) 250-4521
Boise, ID .....	(208) 321-2960
Bowmansville, NY .....	(716) 684-3891
Braintree, MA .....	(617) 565-6924
Bridgeport, CT .....	(203) 579-5581
Calumet City, IL .....	(708) 891-3800
Carson City, NV .....	(702) 885-6963
Charleston, WV .....	(304) 347-5937
Cincinnati, OH .....	(513) 841-4132
Cleveland, OH .....	(216) 522-3818
Columbia, SC .....	(803) 765-5904
Columbus, OH .....	(614) 469-5582
Concord, NH .....	(603) 225-1629
Corpus Christi, TX .....	(512) 888-3420
Dallas, TX .....	(214) 320-2400
Denver, CO .....	(303) 844-5285
Des Plaines, IL .....	(847) 803-4800
Des Moines, IA .....	(515) 284-4794
Englewood, CO .....	(303) 843-4500
Erie, PA .....	(814) 833-5758
Fort Lauderdale, FL .....	(954) 424-0242
Fort Worth, TX .....	(817) 428-2470
Frankfort, KY .....	(502) 227-7024
Harrisburg, PA .....	(717) 782-3902
Hartford, CT .....	(860) 240-3152
Hasbrouck Heights, NJ .....	(201) 288-1700
Guaynabo, PR .....	(787) 277-1560
Honolulu, HI .....	(808) 541-2685
Houston, TX .....	(281) 286-0583
Houston, TX .....	(281) 591-2438

Indianapolis, IN .....	(317) 226-7290
Jackson, MS .....	(601) 965-4606
Jacksonville, FL .....	(904) 232-2895
Kansas City, MO .....	(816) 483-9531
Lansing, MI .....	(517) 377-1892
Little Rock, AR .....	(501) 324-6291
Lubbock, TX .....	(806) 743-7681
Madison, WI .....	(608) 264-5388
Marlton, NJ .....	(609) 757-5181
Methuen, MA .....	(617) 565-8110
Milwaukee, WI .....	(414) 297-3315
Minneapolis, MN .....	(612) 664-5460
Mobile, AL .....	(334) 441-6131
Nashville, TN .....	(615) 781-5423
New York, NY .....	(212) 466-2482
Norfolk, VA .....	(757) 441-3820
North Aurora, IL .....	(630) 896-8700
Oklahoma City, OK .....	(405) 231-5351
Omaha, NE .....	(402) 221-3182
Parsippany, NJ .....	(201) 263-1003
Peoria, IL .....	(309) 671-7033
Philadelphia, PA .....	(215) 597-4955
Phoenix, AZ .....	(602) 640-2007
Pittsburgh, PA .....	(412) 395-4903
Portland, OR .....	(503) 326-2251
Providence, RI .....	(401) 528-4669
Raleigh, NC .....	(919) 856-4770
Salt Lake City, UT .....	(801) 487-0073
Sacramento, CA .....	(916) 566-7470
San Diego, CA .....	(619) 557-2909
Savannah, GA .....	(912) 652-4393
Smyrna, GA .....	(770) 984-8700
Springfield, MA .....	(413) 785-0123
St. Louis, MO .....	(314) 425-4249
Syracuse, NY .....	(315) 451-0808
Tampa, FL .....	(813) 626-1177
Tarrytown, NY .....	(914) 524-7510
Toledo, OH .....	(419) 259-7542
Tucker, GA .....	(404) 493-6644
Westbury, NY .....	(516) 334-3344
Wichita, KS .....	(316) 269-6644
Wilkes Barre, PA .....	(717) 826-6538
Wilmington, DE .....	(302) 573-6115

**Region I****(CT,\* MA, ME, NH, RI, VT\*)**

JFK Federal Building  
 Room E-340  
 Boston, MA 02203  
 Telephone: (617) 565-9860

**Region VI****(AR, LA, NM,\* OK, TX)**

525 Griffin Street  
 Room 602  
 Dallas, TX 75202  
 Telephone: (214) 767-4731

**Region II****(NJ, NY,\* PR,\* VI\*)**

201 Varick Street  
 Room 670  
 New York, NY 10014  
 Telephone (212) 337-2378

**Region VII****(IA,\* KS, MO, NE)**

City Center Square  
 1100 Main Street, Suite 800  
 Kansas City, MO 64105  
 Telephone: (816) 426-5861

**Region III (DC, DE, MD,\* PA, VA,\* WV)**

The Curtis Center  
 170 S. Independence  
 Mall West  
 Suite 740 West  
 Philadelphia, PA 19106-3309  
 Telephone (215) 861-4900

**Region VIII****(CO, MT, ND, SD, UT,\* WY,\*)**

1999 Broadway, Suite 1690  
 Denver, CO 80202-5716  
 Telephone: (303) 844-1600

**Region IV (AL, FL, GA, KY,\* MS, NC,\* SC,\* TN\*)**

Atlanta Federal Center  
 61 Forsyth Street, S.W.  
 Room 6T50  
 Atlanta, GA 30303  
 Telephone (404) 562-2300

**Region IX****(American Samoa, AZ,\* CA,\* Guam, HI,\* NV,\* Trust Territories of the Pacific)**

71 Stevenson Street  
 Room 420  
 San Francisco, CA 94105  
 Telephone: (415) 975-4310

**Region V (IL, IN,\* MI,\* MN,\* OH, WI)**

230 South Dearborn Street  
 Room 3244  
 Chicago, IL 60604  
 Telephone (312) 353-2220

**Region X****(AK,\* ID, OR,\* WA\*)**

1111 Third Avenue  
 Suite 715  
 Seattle, WA 98101-3212  
 Telephone: (206) 553-5930

\*These states and territories operate their own OSHA-approved job safety and health programs (the Connecticut and New York plans cover public employees only). States with approved programs must have a standard that is identical to, or at least as effective as, the federal standard.