

CHAPTER 2. WORKPLACE INSPECTIONS, ABATEMENT PROGRAMS, AND VARIANCES

200. GENERAL.

a. Designated OSH personnel shall inspect all FAA workplaces at least annually to ensure safe and healthful working conditions. OSH workplace inspections shall occur at appropriate times and utilize methods that preclude or minimize disruption of the FAA's mission and operations.

b. Designated OSH personnel are:

(1) OSH Professionals: safety specialists, safety managers, safety engineers, or industrial hygienists; or equally qualified agency, military, or non-Government personnel who meet the basic qualifications of the above classifications as defined by AHR standards and recommended by the region/center occupational safety and health manager.

(2) Collateral Duty Safety and Health (CDSH) Personnel: personnel having appropriate OSH training and experience to perform general workplace safety inspections.

201. INSPECTION OF WORKPLACES. Each FAA facility, including offices, shall be inspected by technically qualified safety personnel, who possess appropriate equipment to recognize unsafe and unhealthful working conditions in that workplace. For an OSHA inspection, a "facility" is a single physical location where business is conducted or where services or operations are performed. Facility managers are responsible for ensuring each facility is inspected. Inspections may occur concurrently with regularly scheduled maintenance. Inspection findings shall be documented.

a. Workplaces and agency facilities shall be categorized as a general workplace or increased risk workplace based upon an evaluation of the operations by OSH professionals. A list shall be maintained of increased risk workplaces. For each of the increased risk workplaces, a list of associated facilities shall be identified; e.g., *facility* (ARTCC), *workplace* (battery room), *location or room number* (basement). The list shall be updated at least annually with the revision date documented. However, workplaces shall be added to the increased risk list as soon as it is indicated that conditions change and the risk increased; i.e., accident reports, medical monitoring results, construction projects, etc.

b. Increased risk workplaces shall be inspected at least twice a year by an OSH professional. Regions/centers shall follow implementation guidelines established by FAA headquarters for classification of increased risk workplaces.

c. Non-FAA workplaces in which FAA personnel are present for short duration; e.g., air carrier establishments, do not require annual OSH inspections. However, provisions will be made to ensure the safety and health of FAA employees while in the contractor facility. Annual inspections are required for workplaces not owned by the FAA, in which FAA personnel are assigned on a full-time basis, e.g., ATCT. OSH personnel will ensure inspections are conducted. The responsibilities and conditions for the inspections will be delineated in real property agreements.

d. Additional inspections may be conducted beyond those required above, in order to ensure program viability and the elimination of hazards. These inspections may be announced or unannounced.

e. Inspections shall be conducted in accordance with 29 CFR 1960 and in a manner to preclude unreasonable disruption of the operations of the workplace and shall be consistent with the established and written region/center OSH program.

f. Documentation will be prepared by the inspector for each workplace inspection and made available upon request by region/center, headquarters, or authorized employee representatives.

g. Documentation shall contain, at a minimum, date of inspection, deficiencies, applicable regulatory references, abatement plans, name of inspector, and any other information as required by the region/center OSH program. Inspectors are encouraged to document proactive initiatives. Inspections uncovering no findings will be documented with date of inspection and name of inspector. Electronic systems may be used as documentation to facilitate the recording of the inspection. Documentation shall be maintained in accordance with 29 CFR 1960.

h. Notices of Unsafe or Unhealthful Working Conditions will be prepared, issued, and posted in accordance with 29 CFR 1960 and consistent with the established and written region/center OSH program.

202. ABATEMENT OF UNSAFE AND UNHEALTHFUL CONDITIONS AND PRACTICES.

a. An abatement plan is required for all unsafe and unhealthful conditions found during an inspection, reported by employees, or identified through other means; i.e., accidents, construction activities, system safety analysis, etc., which cannot be corrected within 30 calendar days. Responsibilities for the abatement plan will be established by the region/center OSH program.

b. The abatement plan will contain at the least the following standard data:

- (1) Date of hazard.
- (2) Location of hazard.
- (3) Description of hazard.
- (4) Estimated hazard severity and accident probability.
- (5) Interim control measures.
- (6) Description of the abatement action, including estimated cost and completion date.
- (7) Closeout statement, indicating completed abatement action, actual cost, and date of completed action.

c. Abatement plans will be reviewed and followed up per 29 CFR 1960.30 by designated OSH personnel and kept in a central location as stated in the region/center OSH program.

203. VARIANCES. Variances from accepted OSHA standards may be requested in certain cases. Variances must clearly demonstrate an equivalent or greater level of employee protection.

a. Variance requests shall be reviewed in accordance with the established region/center OSH program and forwarded to ANS for initial processing. The written request will include:

- (1) Description of the adverse condition.
- (2) Identification of the applicable safety and health standard.
- (3) Rationale for noncompliance.
- (4) Description of the proposed alternative action.

(5) Explanation of how the alternative action will provide equivalent or greater protection.

(6) Description of interim protective measures until a decision is made by Washington headquarters and the Secretary of Labor.

b. ANS will review the variance request for adequacy and recommend whether or not it should be forwarded to the Secretary of Labor. ANS will forward the request to AEE for review and approval by the DASHO and official transmittal to the Secretary of Labor.

c. Requests not meeting equivalent protection criteria shall be returned by the office denying the request to the originator with an explanation for nonapproval.

204-299. RESERVED.

