

Cal/OSHA Inspection

Fact Sheet

What is a Cal/OSHA Inspection?

Cal/OSHA inspectors can make unannounced visits to make sure the campus is safe and healthy. Normally, they will contact Environmental, Health & Safety (EHS) first by coming into the main office. **If they should show up at your workplace without an EHS representative, please contact EHS immediately at (310) 243-3000 or ehs@csudh.edu.** EHS will provide additional support throughout the process.

What triggers an inspection?

Inspections can happen at any time. Cal/OSHA inspects workplaces when it receives a report of a serious injury or illness or when there is a complaint by an employee.

What to do if an inspector shows up to do an inspection?

First, politely ask for identification if it is not offered. The inspector must ask for permission from a management representative to conduct the inspection. EHS personnel serve as these management representatives on campus. Contact EHS at (310) 243-3000 or ehs@csudh.edu immediately and inform EHS of the pending inspection. The Cal/OSHA inspector should wait up to an hour for EHS personnel to arrive before beginning their inspection.

What happens during the inspection?

The Cal/OSHA inspector will start with an opening conference to explain the reason for the visit. An inspection walkthrough of the department or a targeted work area will follow. Inspectors have the right to walk around the area when accompanied, interview employees in private, and document conditions with photos and measurements. Represented employees may ask for a union representative to be present during interviews.

What could happen during the inspection?

The Cal/OSHA inspector may ask you questions about any activity going on in your work area including what you are currently working on. They may ask you to describe training you have received. When responding to the inspector always be courteous and friendly. Listen to questions carefully and provide neutral, concise fact-based answers. Do not respond with opinions or guesses or act in an argumentative manner.

How do you find out what the inspector observed?

Immediately after the walkthrough the inspector will conduct a closing conference and provide inspection results. The inspector discusses possible courses of action an employer may take following an inspection, which could include an informal conference or contesting citations and proposed penalties.

What follow-up must you provide?

Make corrective actions and gather requested documents and provide them to EHS for submission to Cal/OSHA by the stated deadline.