

# **DOSH – Workload Summary Chart**

## **Federal Fiscal Year 2012**

**(Oct 1, 2011 to Sept 30, 2012)**

(January 11, 2013)

### **Important notes for data presented in this chart:**

- 1) The length of time required to complete field inspections, which affects the number of inspections conducted by any given inspector and unit, varies considerably due to the scope and complexity of the investigation. These factors include whether multiple employers are involved; whether it is a health investigation and industrial hygiene monitoring is required; the number of employees to be interviewed and their availability; whether Medical Unit assistance is required; the time needed to gather proof of a Serious or Willful violation; as well as the level of employer cooperation and responsiveness.
- 2) The work load of DOSH's specialized units is affected by the nature of the unit's investigations. The High Hazard Unit conducts comprehensive inspections, often of very complex facilities or incidents, including multi-employer facilities (such as warehouses), which require much more time than the norm. The Process Safety Management Unit conducts intensive incident investigations, such as the Chevron Richmond fire which has already consumed 2,300 hours of inspector time in Richmond alone, as well as programmed and complaint inspections. DOSH's LETF unit performs a higher volume of inspections than the rest of DOSH enforcement offices, but none of the complaint, accident or fatality (very complex) investigations that other DOSH units regularly perform. The Mining and Tunneling unit has specific statutory schedules for mandated inspections as well as response to accidents, complaints, and variance requests.
- 3) During FFY 2012, DOSH conducted 3,547 heat-related inspections – out of a total 7,604 inspections. The high rate of compliance experienced this past year, while laudable, skews our numbers as these investigations do not always result in citations. Another factor to consider is that the number of inspections credited to district offices in agricultural areas includes inspections done by local compliance officers and those done by CSHOs from other district offices participating in statewide coordinated heat inspections (“heat sweeps”). For example, CSHOs from the Oakland District Office conducted 53 inspections outside the Oakland District during this period. The District Offices whose total number of inspections were increased in this manner include Bakersfield, Fresno, San Bernardino, San Diego, Santa Rosa and Van Nuys. On the other

hand, the “sending” district offices like Oakland appear to have fewer inspections per inspector.

- 4) The California Labor Code requires the Division to conduct an on-site inspection of complaints from workers or their representatives (“formal complaints”) – and these inspections take priority over programmed inspections. Anonymous complaints, or ones that do not identify serious hazards, can be investigated by letter, that is, the employer is sent a letter describing the alleged hazards and, depending on the employer’s response, an on-site inspection may be conducted. Some complaints, such as those concerning issues not covered by Title 8 regulations, are ruled invalid and no on-site inspection or letter investigation is conducted. All complaints are responded to in one fashion or another, and all responses require staff time.
- 5) The Division is also legally required to investigate all workplace incidents resulting in employee injury or illness reaching the severity of being legally “reportable” to the Division. Many first responders (fire and police) and some employers report all incidents at the workplace, including those that do not result in employee injuries reaching the severity that triggers the legal definition of “reportable” injuries and the requirement to notify the DOSH District Office. For that reason, some district offices receive many more accident reports than the number of inspections of reportable accidents conducted. All accident reports are evaluated, however, and these evaluations require staff time.
- 6) The Division is legally required to investigate all workplace fatalities in the state. In some cases, if the cause of death is determined to be unrelated to work or caused by natural causes, no fatality investigation will be conducted. All fatality reports are evaluated, however, and these evaluations require staff time.
- 7) The Division also conducts “programmed” inspections on its own initiative based on certain targeting criteria, such as specific industries or high injury rates. Region VI units (High Hazard, Process Safety Management, LETF) conduct the majority of these programmed inspections, but geographic district offices also do such inspections.
- 8) The California Labor Code requires that fatalities and formal complaints alleging an imminent hazard must be responded to immediately; formal complaints alleging a serious hazard must be responded to within three days; and other complaints must be responded to within 14 calendar days. This hierarchy of mandated response time, combined with insufficient staffing, can mean delays in opening some non-serious complaints.
- 9) Each district office and region has different industries which affect the type of workload and complexity of cases. Given the special expertise needed for certain cases, the Deputy Chief for Enforcement works with regional and district managers to assign most qualified compliance officers for particular investigations, or may transfer the inspection to another

district office. This will also affect the number of inspections conducted by a given office or safety engineer.

- 10) In the following chart, the following codes are used – as explained above – to indicate inspections conducted on site and those in another manner or not at all:

**Complaints OSI** = on-site inspection conducted

**Complaints IBL** = investigation by letter

**Complaints NIC** = no inspection or investigation conducted

**Accidents OSI** = on-site inspection

**Accidents NIC** = no inspection conducted

**Fatalities OSI** = on-site inspection

**Fatalities NIC** = no inspection conducted

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**COMPLIANCE DISTRICT OFFICES – REGIONS I TO IV**

<b>District Office -- Geographic Area and Workforce Covered</b>	<b>Staff Levels As of January 1, 2013</b>	<b>Key Workload Parameters</b>
<b>Region I Office</b>	1 Acting Regional Manager  2 Senior Safety Engineers  2 Administrative	Regional Office personnel conduct the following tasks: supervise District Managers and District Office activities; review high profile cases; assist in the litigation of high profile cases; provide technical and administrative support to District Offices; supervise regional senior safety engineers; coordinate regional participation in special emphasis inspections such as heat; provide liaison and coordination between District Offices and DOSH Headquarters, Headquarters units, and public safety units; provide liaison with other government agencies, worker and employer organizations; conduct special projects at the direction of the Deputy Chief.

District Office -- Geographic Area and Workforce Covered	Staff Levels As of January 1, 2013	Key Workload Parameters
<b>Fremont/San Jose</b>  5 counties (3 complete and 2 partial)	1 District Manager  9 CSHOs*  2 Administrative  <b>*Note:</b> 2 CSHOs work 50% time.	<b>352 total inspections conducted</b>  <b>44 inspections per CSHO</b>  527 complaints received  186 complaints OSI  249 complaints IBL  92 complaints NIC  344 Reported accidents  117 accidents OSI  227 accidents NIC  29 Fatalities Reported  9 Fatalities OSI  20 Fatality NIC  5 programmed inspections

District Office -- Geographic Area and Workforce Covered	Staff Levels As of January 1, 2013	Key Workload Parameters
<b>Foster City</b>  2 counties (1 complete and 1 partial)	1 District Manager  5 CSHOs  2 Administrative	<b>157 total inspections conducted</b>  <b>31.4 inspections per CSHO</b>  315 complaints received  55 complaints OSI  195 complaints IBL  65 complaints NIC  239 Reported accidents  65 accidents OSI  174 accidents NIC  32 Fatalities Reported  5 Fatalities OSI  27 fatalities NIC  2 programmed inspections

District Office -- Geographic Area and Workforce Covered	Staff Levels As of January 1, 2013	Key Workload Parameters
<p><b>San Francisco</b></p> <p>1 county</p>	<p>1 District Manager</p> <p>4 CSHOs</p> <p>1 Training and Development (T&amp;D) CSHO</p> <p>2 Administrative</p> <p><b>Note:</b> The SFDO processes a high number of construction permits, which requires considerable CSHO time.</p>	<p><b>159 total inspections conducted</b></p> <p><b>31.8 inspections per CSHO</b></p> <p>265 complaints received</p> <p>88 complaints OSI</p> <p>121 complaints IBL</p> <p>56 complaints NIC</p> <p>391 Reported accidents</p> <p>52 accidents OSI</p> <p>339 accidents NIC</p> <p>20 Fatalities Reported</p> <p>3 Fatalities OSI</p> <p>17 Fatalities NIC</p> <p>2 programmed inspections</p>



District Office -- Geographic Area and Workforce Covered	Staff Levels As of January 1, 2013	Key Workload Parameters
<b>Oakland</b>  1 county (partial)	1 District Manager  10 CSHOs  2 Administrative	<b>354 total inspections conducted</b>  <b>35.4 inspections per CSHO</b>  517 complaints received 254 complaints OSI 175 complaints IBL 142 complaints NIC  282 Reported accidents 75 accidents OSI 207 accidents NIC  16 Fatalities Reported 8 Fatalities OSI 8 Fatalities NIC  6 programmed inspections

District Office -- Geographic Area and Workforce Covered	Staff Levels As of January 1, 2013	Key Workload Parameters
<p><b>Santa Rosa</b></p> <p>5 counties</p>	<p>1 District Manager</p> <p>5 CSHOs*</p> <p>2 Administrative*</p> <p><b>*Note:</b> Only 4 CSHOs conducting inspections because 1 CSHO on NDI from 3/28/11 to 9/25/11 then placed on modified work duty (no field assignments) from 9/25/11 to 6/27/12. On 7/1/12 went back on NDI until 1/8/13. Upon return, he will not have the ability to perform AE or ASE level work as required.</p> <p><b>*Note:</b> 1 Office Tech retirement scheduled for 2<sup>nd</sup> Q of 2013.</p>	<p><b>189 total inspections conducted</b></p> <p><b>47.25 inspections per CSHO</b></p> <p>304 complaints received</p> <p>49 complaints OSI</p> <p>208 complaints IBL</p> <p>47 complaints NIC</p> <p>213 Reported accidents</p> <p>68 accidents OSI</p> <p>145 accidents NIC</p> <p>17 Fatalities Reported</p> <p>4 Fatalities OSI</p> <p>13 Fatalities NIC</p> <p>37 programmed inspections</p>
<p><b>Region II Office</b></p>	<p>1 Regional Manager</p> <p>2 Senior Safety Engineers</p> <p>2 Administrative</p>	<p>Regional Office personnel conduct the following tasks: supervise District Managers and District Office activities; review high profile cases; assist in the litigation of high profile cases; provide technical and administrative support to District Offices; supervise regional senior safety engineers; coordinate regional participation in special emphasis inspections such as heat; provide liaison and coordination between District Offices and DOSH Headquarters, Headquarters units, and public safety units; provide liaison with other government agencies, worker and employer organizations; conduct special projects at the direction of the Deputy Chief.</p>

District Office -- Geographic Area and Workforce Covered	Staff Levels As of January 1, 2013	Key Workload Parameters
<p><b>Sacramento</b></p> <p>20 counties (coverage area from Sacramento north to the Oregon border)</p>	<p>1 District Manger</p> <p>12 CSHOs</p> <p>4 Administrative</p> <p>(includes Redding Field Office)</p>	<p><b>920 total inspections conducted</b></p> <p><b>76.6 inspections per CSHO</b></p> <p>871 complaints received</p> <p>511 complaints OSI</p> <p>368 complaints IBL</p> <p>8 complaints IBL</p> <p>478 Reported accidents</p> <p>252 accidents OSI</p> <p>226 accidents NIC</p> <p>48 Fatalities Reported</p> <p>18 Fatalities OSI</p> <p>30 Fatalities NIC</p> <p>63 programmed inspections</p>

District Office -- Geographic Area and Workforce Covered	Staff Levels As of January 1, 2013	Key Workload Parameters
<p><b>Concord</b></p> <p>2 counties</p>	<p>1 District Manager</p> <p>4 CSHOs*</p> <p>2 Administrative</p> <p><b>*Note:</b> Only 3 CSHOs are now conducting inspections as 1 ASE is currently on medical leave.</p>	<p><b>295 total inspections conducted</b></p> <p><b>73.8 inspections per CSHO</b></p> <p>332 complaints received</p> <p>148 complaints OSI</p> <p>120 complaints IBL</p> <p>64 complaints NIC</p> <p>130 Reported accidents</p> <p>66 accidents OSI</p> <p>64 accidents NIC</p> <p>10 Fatalities Reported</p> <p>5 Fatalities OSI</p> <p>5 Fatalities NIC</p> <p>12 programmed inspections</p>

District Office -- Geographic Area and Workforce Covered	Staff Levels As of January 1, 2013	Key Workload Parameters
<b>Modesto</b>  9 counties	1 District Manager  7 CSHOs*  3 Administrative  * <b>Note:</b> Only 6 CSHOs conducting inspections as 1 CSHO is on medical leave.	<b>511 total inspections conducted</b>  <b>85.2 inspections per CSHO</b>  649 complaints received 251 complaints OSI 331 complaints IBL 67 complaints NIC 343 Reported accidents 121 accidents OSI 222 accidents NIC 38 Fatalities Reported 7 Fatalities OSI 31 Fatalities NIC 17 programmed inspections

District Office -- Geographic Area and Workforce Covered	Staff Levels As of January 1, 2013	Key Workload Parameters
<b>Fresno</b>  5 counties	1 District Manager  8 CSHOs*  2 Administrative  *Note: Only 7 CSHOs conducting inspections as 1 CSHO is on medical leave.  *Note: 1 ASE set to retire in March 2013.	<b>471 total inspections conducted</b>  <b>67.3 inspections per CSHO</b>  515 complaints received  250 complaints OSI  147 complaints IBL  118 complaints NIC  244 Reported accidents  86 accidents OSI  158 accidents NIC  27 Fatalities Reported  13 Fatalities OSI  14 Fatalities NIC  1 programmed inspection
<b>Region III Office</b>	1 Regional Manager  2 Senior Safety Engineers  2 Administrative	Regional Office personnel conduct the following tasks: supervise District Managers and District Office activities; review high profile cases; assist in the litigation of high profile cases; provide technical and administrative support to District Offices; supervise regional senior safety engineers; coordinate regional participation in special emphasis inspections such as heat; provide liaison and coordination between District Offices and DOSH Headquarters, Headquarters units, and public safety units; provide liaison with other government agencies, worker and employer organizations; conduct special projects at the direction of the Deputy Chief.

District Office -- Geographic Area and Workforce Covered	Staff Levels As of January 1, 2013	Key Workload Parameters
<p><b>Santa Ana</b></p> <p>1 county</p>	<p>1 District Manager</p> <p>11 CSHOs*</p> <p>2 Administrative*</p> <p><b>*Note:</b> Only 9.5 CSHOs conducting inspections as 1 CSHO works 50% time and 1 CSHO has been on medical leave for years.</p> <p><b>*Note:</b> 1 OT will be out on maternity leave starting in February 2013.</p>	<p><b>412 total inspections conducted</b></p> <p><b>43.4 inspections per CSHO</b></p> <p>627 complaints received</p> <p>182 complaints OSI</p> <p>310 complaints IBL</p> <p>135 complaints NIC</p> <p>1082 Reported accidents</p> <p>188 accidents OSI</p> <p>894 accidents NIC</p> <p>41 Fatalities Reported</p> <p>8 Fatalities OSI</p> <p>33 Fatalities NIC</p> <p>0 programmed inspections</p>

District Office -- Geographic Area and Workforce Covered	Staff Levels As of January 1, 2013	Key Workload Parameters
<b>San Diego</b>  2 counties	1 District Manager  8 CSHOs  3 Administrative	<b>380 total inspections conducted</b>  <b>47.5 inspections per CSHO</b>  806 complaints received 133 complaints OSI 542 complaints IBL 131 complaints NIC  508 Reported accidents 124 accidents OSI 501 accidents NIC  30 Fatalities Reported 6 Fatalities OSI 24 Fatalities NIC  83 programmed inspections



District Office -- Geographic Area and Workforce Covered	Staff Levels As of January 1, 2013	Key Workload Parameters
<p><b>San Bernardino</b></p> <p>2 counties (1 complete and 1 partial)</p>	<p>1 District Manager</p> <p>9 CSHOs*</p> <p>2 Administrative</p> <p><b>*Note:</b> Only 7.5 CSHOs now conducting inspections as 1 CSHO is on medical leave and 1 CSHO is on restricted duty.</p>	<p><b>367 total inspections conducted</b></p> <p><b>48.9 inspections per CSHO</b></p> <p>844 complaints received</p> <p>122 complaints OSI</p> <p>603 complaints IBL</p> <p>119 complaints NIC</p> <p>409 Reported accidents</p> <p>140 accidents OSI</p> <p>430 accidents NIC</p> <p>37 Fatalities Reported</p> <p>14 Fatalities OSI</p> <p>23 Fatalities NIC</p> <p>3 programmed inspections</p>

District Office -- Geographic Area and Workforce Covered	Staff Levels As of January 1, 2013	Key Workload Parameters
<p><b>Torrance</b></p> <p>1 county (partial)</p>	<p>1 District Manager</p> <p>6 CSHOs</p> <p>2 Administrative*</p> <p><b>*Note:</b> 1 OT has been out on medical leave for one year.</p>	<p><b>203 total inspections conducted</b></p> <p><b>33.8 inspections per CSHO</b></p> <p>428 complaints received</p> <p>125 complaints OSI</p> <p>205 complaints IBL</p> <p>98 complaints NIC</p> <p>187 Reported accidents</p> <p>64 accidents OSI</p> <p>153 accidents NIC</p> <p>22 Fatalities Reported</p> <p>9 Fatalities investigations</p> <p>13 Fatalities NIC</p> <p>2 programmed inspections</p>
<p><b>Region IV Office</b></p>	<p>1 Regional Manager</p> <p>2 Senior Safety Engineers</p> <p>3 Administrative</p>	<p>Regional Office personnel conduct the following tasks: supervise District Managers and District Office activities; review high profile cases; assist in the litigation of high profile cases; provide technical and administrative support to District Offices; supervise regional senior safety engineers; coordinate regional participation in special emphasis inspections such as heat; provide liaison and coordination between District Offices and DOSH Headquarters, Headquarters units, and public safety units; provide liaison with other government agencies, worker and employer organizations; conduct special projects at the direction of the Deputy Chief.</p>

District Office -- Geographic Area and Workforce Covered	Staff Levels As of January 1, 2013	Key Workload Parameters
<b>Bakersfield</b>  2 counties	1 District Manager  4 CSHOs  1 Administrative  <b>*Note:</b> This office was established in March 2012, and conducted only six months of inspections during FFY 2012. This office handled a wave of complaints from the UFW in August 2012.	<b>186 total inspections conducted</b>  <b>37.5 inspections per CSHO</b>  275 complaints received  105 complaints OSI  131 complaints IBL  39 complaints NIC  83 Reported accidents  52 accidents OSI  31 accidents NIC  8 Fatalities Reported  6 Fatalities OSI  2 Fatalities NIC  0 programmed inspections

District Office -- Geographic Area and Workforce Covered	Staff Levels As of January 1, 2013	Key Workload Parameters
<p><b>Los Angeles</b></p> <p>1 county (partial)</p>	<p>1 District Manager</p> <p>9 CSHOs*</p> <p>3 Administrative</p> <p>3 Current Vacancies</p> <p><b>*Note:</b> Only 8.5 CSHOs conducting inspections as 1 CSHO works 50% time.</p> <p><b>*Note:</b> The LADO processes 22-25 construction permits per week requiring a second duty officer each day to handle the permits.</p>	<p><b>290 total inspections conducted</b></p> <p><b>34.1 inspections per CSHO</b></p> <p>869 complaints received</p> <p>130 complaints OSI</p> <p>603 complaints IBL</p> <p>136 complaints NIC</p> <p>332 Reported accidents</p> <p>105 accidents OSI</p> <p>227 accidents NIC</p> <p>26 Fatalities Reported</p> <p>10 Fatalities OSI</p> <p>16 Fatalities NIC</p> <p>2 programmed inspections</p>

District Office -- Geographic Area and Workforce Covered	Staff Levels As of January 1, 2013	Key Workload Parameters
<b>Monrovia</b>  <b>(now closed)</b>	<b>Note:</b> This District Office was closed during FFY 2012 and its staff distributed to the San Bernardino, Santa Ana, Los Angeles, Torrance and West Covina District Offices. The 84 inspections credited to this office were conducted by CSHOs now working in the above named offices.	<b>84 total inspections conducted</b>  155 complaints received 30 complaints OSI 49 complaints IBL 76 complaints NIC 61 Reported accidents 23 accidents OSI 38 accidents NIC 5 Fatalities Reported 3 Fatalities OSI 2 Fatalities NIC 17 programmed inspections

District Office -- Geographic Area and Workforce Covered	Staff Levels As of January 1, 2013	Key Workload Parameters
Van Nuys	1 District Manager  10 CSHOs  3 Administrative	<b>370 total inspections conducted</b>  <b>37.0 inspections per CSHO</b>  744 complaints received 143 complaints OSI 450 complaints IBL 151 complaints NIC  409 Reported accidents 182 accidents OSI 227 accidents NIC  42 Fatalities Reported 15 Fatalities OSI 27 Fatalities NIC  3 programmed inspections

District Office -- Geographic Area and Workforce Covered	Staff Levels As of January 1, 2013	Key Workload Parameters
<p><b>West Covina</b></p> <p>2 counties (partial of both)</p>	<p>1 District Manager</p> <p>10 CSHOs*</p> <p>1 Safety Engineer Tech (SET)*</p> <p>2 Administrative</p> <p><b>*Note:</b> Only 9 CSHOs conduct inspections as 1 CSHO is on leave; one other is a “Junior Safety Engineer;” and the Safety Technician who does not conduct his own inspections.</p> <p><b>*Note:</b> CSHOs in this office are also conducting some inspections in San Bernardino and acting as duty officer in Bakersfield to assist these offices.</p> <p><b>*Note:</b> 1 ASE may transfer to M&amp;T; 2 ASEs on leave or restricted duty for 1Q 2013.</p> <p><b>*Note:</b> District receives 3-4 requests daily for copies of entire case files; CSHOs assist in scanning/photocopying.</p>	<p><b>182 total inspections conducted</b></p> <p><b>20.2 inspections per CSHO</b></p> <p>307 complaints received</p> <p>67 complaints OSI</p> <p>189 complaints IBL</p> <p>51 complaints NIC</p> <p>142 Reported accidents</p> <p>71 accidents OSI</p> <p>73 accidents NIC</p> <p>14 Fatalities Reported</p> <p>6 Fatalities OSI</p> <p>8 Fatalities NIC</p> <p>3 programmed inspections</p>

**COMPLIANCE OFFICES – REGIONS V AND VI**

District Office -- Geographic Area	Staff Levels As of January 1, 2013	Key Workload Parameters
<b>Mining &amp; Tunneling – Region V</b>  Statewide	<p>1 Regional Manager</p> <p>3 Senior District Engineers</p> <p>1 Senior Training Engineer</p> <p>7.5 Field Engineers*</p> <p>9 Administrative</p> <p><b>*Note:</b> 1 Retired Annuitant working 50% time.</p> <p>Mining and Tunneling Unit is mandated by the California Labor Code (LC 7952 &amp; 7953) to maintain a separate unit of specially-trained engineers to <b>inspect all active underground mines four times/year, all surface mines annually, and all tunnels under construction six times/year.</b> M&amp;T also actively monitors the numerous Hetch Hetchy projects. In addition, M&amp;T is obligated to perform all accident inspections and complaint inspections at these sites, as well as administer all Blaster-License examinations, Gas-Tester examinations, and Safety-Representative examinations within the state. M&amp;T is also obligated to perform Technical Assists at all mines and tunnels which request them, and to provide a written report of the items recommended for change or improvement. M&amp;T maintains a staff of full-time mine trainers to provide the mandatory new miner and annual refresher training required by the Federal Mine Safety and Health Administration (MSHA), which partially funds the training program.</p>	<p><b>420 total inspections conducted</b></p> <p><b>56.0 inspections per field engineer</b></p> <p>30 complaints received</p> <p>    27 complaints OSI</p> <p>    3 complaints NIC</p> <p>15 Reported accidents</p> <p>    13 accidents OSI</p> <p>    12 accidents NIC</p> <p>5 Fatalities Reported</p> <p>    2 Fatalities OSI</p> <p>    3 Fatalities NIC</p> <p>363 programmed inspections</p>



<b>District Office -- Geographic Area</b>	<b>Staff Levels As of January 1, 2013</b>	<b>Key Workload Parameters</b>
<p><b>Region VI Office</b></p> <p>(Includes oversight of DOSH's High Hazard, Process Safety Management, and LETF, all with offices in the north and the south)</p>	<p>1 Regional Manager</p> <p>3 Senior Safety Engineers</p> <p>3 Administrative*</p> <p><b>*Note:</b> Transfer of 1 OT to HH South SET position is pending DIR approval. This would create 1 OT vacancy Region VI office.</p>	<p>Region VI provides support and oversight to three distinct Statewide Units (LETF, High Hazard and Process Safety Management) including: data and statistics, procurement, performance tracking (Federal Grant) in addition to other critical support. Region VI staff also respond to compliance assistance requests by attending or assigning other staff to conduct DIR outreach events.</p>
<p><b>High Hazard Unit – North</b></p> <p>Statewide</p>	<p>1 District Manager</p> <p>6 CSHOs</p> <p>1 Administrative</p> <p><b>*Note:</b> Specialized unit mandated by LC 6314.1. Inspection of Highest Hazard Industries/employers in CA. These are comprehensive, time-consuming inspections.</p>	<p><b>155 total inspections conducted</b></p> <p><b>25.8 inspections per CSHO</b></p> <p>12 complaints received</p> <p>    11 complaints OSI</p> <p>    0 complaints IBL</p> <p>    1 complaint NIC</p> <p>3 Reported accidents</p> <p>    1 accident OSI</p> <p>    2 accidents NIC</p> <p>1 Fatality Reported</p> <p>    1 Fatality OSI</p> <p>109 programmed inspections</p>

<b>District Office -- Geographic Area</b>	<b>Staff Levels As of January 1, 2013</b>	<b>Key Workload Parameters</b>
<p><b>High Hazard Unit -- South</b></p> <p>Statewide</p>	<p>1 District Manager</p> <p>10 CSHOs*</p> <p>2 Administrative</p> <p><b>*Note:</b> 1 ASE position will be moved to HH South and be downgraded to SET, pending DIR approval.</p> <p><b>*Note:</b> Specialized unit mandated by LC 6314.1. Inspection of Highest Hazard Industries/employers in CA. These are comprehensive, time-consuming inspections.</p>	<p><b>236 total inspections conducted</b></p> <p><b>23.6 inspections per CSHO</b></p> <p>47 complaints received</p> <p>42 complaints OSI</p> <p>0 complaints IBL</p> <p>5 complaints NIC</p> <p>32 Reported accidents</p> <p>30 accidents OSI</p> <p>2 accidents NIC</p> <p>2 Fatalities Reported</p> <p>2 Fatalities OSI</p> <p>137 programmed inspections</p>
<p><b>LETF -- North</b></p> <p>Statewide</p>	<p>1 District Manager</p> <p>3 CSHOs*</p> <p>1 Administrative</p> <p><b>*Note:</b> Additional ASE vacancy will be created by transfer out of LETF; Form 1s to fill vacancies pending DIR approval.</p> <p><b>*Note:</b> Special unit funded under DIR.</p>	<p><b>292 total inspections conducted</b></p> <p><b>97.3 inspections per CSHO</b></p> <p>1 complaint received</p> <p>1 complaint OSI</p> <p>0 Reported accidents</p> <p>0 Fatalities Reported</p> <p>286 programmed inspections</p>

<b>District Office -- Geographic Area</b>	<b>Staff Levels As of January 1, 2013</b>	<b>Key Workload Parameters</b>
<p><b>LETf – South</b>  statewide</p>	<p>1 District Manager  4 CSHOs  1 Administrative  <b>*Note:</b> Special unit funded under DIR.</p>	<p><b>396 total inspections conducted</b>  <b>99.0 inspections per CSHO</b>  0 complaints received  0 Reported accidents  0 Fatalities Reported  376 programmed inspections</p>
<p><b>Process Safety Management</b>  Statewide, with offices in Concord and Santa Ana</p>	<p>1 District Manager  7 CSHOs  3 Administrative  <b>*Note:</b> Specialized unit mandated by LC 7850-7870. Inspection of all CA refineries and all other worksites covered by PSM standard (approximately 1,440 sites total). The Title 8 PSM standard requires “PQV” programmed inspections, which are unique in DOSH and require specialized skills.</p>	<p><b>84 total inspections conducted</b>  <b>7 inspections per CSHO</b>  32 complaints received  21 complaints OSI  10 complaints IBL  1 complaint NIC  2 Reported accidents  2 accidents OSI  0 Fatalities Reported  48 programmed inspections  <b>Note:</b> Since the August 2012 fire at the Chevron Richmond refinery, more than 2,300 inspector hours have been spent on just the first two of the three open inspections in Richmond, and additional time consumed in four related inspections at Chevron El Segundo.</p>

**PUBLIC SAFETY UNITS**

Office -- Geographic Area	Staff Levels As of January 1, 2013	Key Workload Parameters
<p><b>ART – Amusement Rides (permanent and portable) &amp; Tramways</b></p> <p>Statewide</p>	<p>0 Manager*</p> <p>2 Senior Safety Engineers</p> <p>10 Field personnel (ASEs)</p> <p>2 Administrative</p> <p><b>*Note:</b> A senior safety engineer is the acting manager of the unit.</p> <p>Labor Code mandates: Sections 7900-7919 for temporary rides; Sections 7920-7932 for permanent rides; and Section 7340-7357 for tramways.</p>	<p>Labor Code sections mandate annual inspections, certifications and/or permits for temporary and permanent amusement rides and tramways. In addition, ART unit staff conduct complaint and accident inspections. ART staff provide technical assistance to district offices. Staff also work on regulatory code updates, and maintain the unit’s specialized data base.</p> <p>In 2012, 6,011 ride and tramway inspections were conducted, or <b>601.1 inspections per field engineer a year.</b></p>

Office -- Geographic Area	Staff Levels As of January 1, 2013	Key Workload Parameters
<b>Elevator Unit</b>  Statewide	1 Principal Safety Engineer  8 Senior Safety Engineers  68 Field personnel  24.5 Administrative	<p>The unit performs annual inspections for 14 different types of conveyances (120,000 total in state), including new and alteration inspections, accident and complaint inspections, and placement of OPUs for non-payment and non-compliance. The unit conducts new product reviews, code revision and adoption, and variance reviews. It also maintains the PSIMMS system and website.</p> <p>In 2012, the unit conducted <b>71,046 inspections of all types, for an average of 1,045 inspections per field engineer and 2,900 inspections processed per administrative staff.</b> Because of staff shortages, currently there are 35,886 elevators with expired permits that have not been inspected, or 31% of the elevators statewide.</p>

Office -- Geographic Area	Staff Levels As of January 1, 2013	Key Workload Parameters
<p><b>Pressure Vessel</b></p> <p>Statewide</p>	<p>1 Principal Safety Engineer</p> <p>4 Senior Engineers</p> <p>22 Field Engineers</p> <p>3 Retired Annuitants*</p> <p>5 Administrative</p> <p><b>*Note:</b> The Retired Annuitants work part time to cover geographically remote areas and to pick up the work of one inspector who cannot do inspections as per the Civil Rights Office.</p>	<p>Unit conducts 21,000 field inspections and 6,500 shop inspections a year, for an <b>average of 1,100 inspections per field engineer a year.</b></p> <p>Unit also provides key technical assistance to district offices investigating accidents, explosions and other incidents involving pressure vessels, such as the Chevron Richmond fire investigation.</p>

**DOSH CONSULTATION SERVICE**

<b>Consultation Service Office – Geographic Area</b>	<b>Staff Levels As of January 1, 2013</b>	<b>Key Workload Parameters</b>
<p><b>Consultation Headquarters</b>  Statewide</p>	<p>1 Program Manager 1 Regional Manager* 1 Administrative</p> <p><b>*Note:</b> Due to the administrative vacancy the Program and Regional Manager must spend some of their time performing support staff duties. The San Diego Area Manager position was vacant for most of 2012 and as a result, the Program and Regional Managers have been required to assist in managing the office. As of 1/1/13, the Sacramento Area Manager position will also be vacant, which will require the Program and Regional Manager’s to assist in managing that office as well.</p>	<p>Responsible for compliance with 21d Federal OSHA grant and a portion of the 23g grant. This includes budgeting, planning, auditing and reporting. Also responsible for all day to day operations of the consultation program in California including the eight area offices listed below. Also, responsible for TICF employer targeting strategy.</p>
<p><b>Technical Support and Auditing</b>  Statewide</p>	<p>4 Field Personnel</p>	<p>Responsible for assisting the Consultation Service’s area offices as technical support and serve as auditors for quality assurance as it relates to the 21d grant. Also assists in coordination and presentation of formal training for employer and labor groups.</p>

<p><b>Consultation Service Office – Geographic Area</b></p>	<p><b>Staff Levels As of January 1, 2013</b></p>	<p><b>Key Workload Parameters</b></p>
<p><b>Research and Education &amp; Public Support</b>  Statewide</p>	<p>3 Professional Staff</p> <p><b>*Note:</b> Since June 2012, the unit has had one vacant position primarily responsible for public inquiry phone calls and responding to “infocons” email questions. As a result, calls and email inquiries are being handled by other personnel which has reduced the amount of time available to provide field onsite consultations.</p>	<p>Responsible for responding to public inquiries that are received via email and 800# phone line portals. In 2012, approximately 3,000 emails and 1,200 phone calls were handled.</p> <p>Also responsible for developing new consultation publications and e-tools and updating and maintaining existing publications, e-tools, and website.</p>
<p><b>Fresno Office</b></p>	<p>1 Area Manager 4 Field personnel 2 Administrative</p> <p><b>Note:</b> “Interventions” include participation in educational seminars and conferences; formal on-site training; technical assistance in interpreting regulations, writing and implementing safety programs; participation in outreach activities, including speeches and information tables</p>	<p>Small High Hazard Employer Onsite Visits – 421</p> <p>Hazards ID’d and Verified Corrected – 2,438</p> <p>Interventions – 110</p> <p>Formal Trainings – 60 (external)</p> <p><b>NOTE:</b> This amount of work was generated with five field personnel when compared to the current staffing level of four. A 20% reduction in on-site visits, training and outreach to employers is anticipated if the current vacancy is not filled. This will affect DOSH’s responsiveness to employers, and our ability to prevent worker injury and deaths.</p>



<b>Consultation Service Office – Geographic Area</b>	<b>Staff Levels As of January 1, 2013</b>	<b>Key Workload Parameters</b>
<b>Oakland Office</b>	1 Area Manager 2 Field personnel 2 Administrative	Small High Hazard Employer Onsite Visits – 272  Hazards ID'd and Verified Corrected – 1,535  Interventions – 22  Formal Trainings – 17  <b>*Note:</b> This amount of work was generated with four field personnel when compared to the current staffing level. A 50% reduction is anticipated if vacancies are not filled.
<b>Sacramento Office</b>	0 Area Manager* 7 Field personnel 2 Administrative  <b>*Note:</b> The Program and Regional Managers have been filling in for this vacancy.	Small High Hazard Employer Onsite Visits – 469  Hazards ID'd and Verified Corrected – 2,440  Interventions – 51  Formal Trainings – 22  <b>*Note:</b> The vacant AM position will require Sr SE's, the Regional Manager and the Program Manager to fill in. Also, the OT vacancy requires field personnel or the acting manager to perform support staff duties.

<b>Consultation Service Office – Geographic Area</b>	<b>Staff Levels As of January 1, 2013</b>	<b>Key Workload Parameters</b>
<b>San Bernardino Office</b>	1 Area Manager 6 Field personnel 2 Administrative	Small High Hazard Employer Onsite Visits – 437  Hazards ID'd and Verified Corrected – 2,061  Interventions – 125  Formal Trainings – 30
<b>San Diego Office</b>	0 Area Manager* 3 Field Personnel 2 Administrative  <b>*Note:</b> The Program and Regional Managers have been filling in for this vacancy.	Small High Hazard Employer Onsite Visits – 346  Hazards ID'd and Verified Corrected – 1,877  Interventions – 16  Formal Trainings – 7  <b>*Note:</b> This amount of work was generated with five field personnel when compared to the current staffing level. A 40% reduction is anticipated if vacancy is not filled. Also, the vacant AM position has required Sr SE's, the Regional Manager and the Program Manager to fill in.

<b>Consultation Service Office – Geographic Area</b>	<b>Staff Levels As of January 1, 2013</b>	<b>Key Workload Parameters</b>
<b>San Fernando Valley Office</b>	1 Area Manager 5 Field Personnel 2 Administrative	Small High Hazard Employer Onsite Visits – 334  Hazards ID'd and Verified Corrected – 1,918  Interventions – 55  Formal Trainings – 12
<b>La Palma Office</b>	1 Area Manager 5 Field Personnel 2 Administrative	Small High Hazard Employer Onsite Visits – 383  Hazards ID'd and Verified Corrected – 2,142  Interventions – 8  Formal Trainings – 1
<b>Voluntary Protection Program Office</b>	1 Area Manager 6 Field Staff 1 Administrative	Administers the Cal/VPP (fixed site) and Cal/VPP – Construction. Required to process new applications, perform 24 annual re-evaluation team visits, 3 new evaluation visits, and host 2 outreach and Special Team Member refresher trainings. Currently there are 77 VPP fixed sites and 19 VPP – Construction employers.

**HEADQUARTERS UNITS**

Unit -- Geographic Area	Staff Levels As of January 1, 2013	Key Workload Parameters
<p><b>Chief's Office</b> Oakland</p>	<p>1 Chief 1 Deputy Chief for Health &amp; Engineering Services 1 Deputy Chief for Enforcement* 1 Special Counsel (IRC IV) 1 Special Assistant (Sr SE) 2 Administrative (MST, OT)</p> <p><b>*Note:</b> DC Enforcement has been vacant since June 2012 and a Regional Manager is Acting DC.</p>	
<p><b>Chief's Office</b> Oakland</p>	<p><b>Program Office</b> 1 AGPA; 1 SSA; 1 IST</p>	<p>This unit reports to the deputy chief for enforcement, oversees the \$27M federal grant, provides reports to federal OSHA, coordinates with federal OSHA on the IMIS system, prepares reports on enforcement activity for the chief and deputy chief, and for compliance with the federal grant.</p>
<p><b>Chief's Office</b> Oakland</p>	<p><b>Ag Safety &amp; Heat Illness</b> 1 Sr SE; 1 MST</p>	<p>This unit oversees the heat illness prevention campaign, including providing targeting information and compiling information for annual evaluation of the program</p>

<b>Unit -- Geographic Area</b>	<b>Staff Levels As of January 1, 2013</b>	<b>Key Workload Parameters</b>
<b>Chief's Office</b>  Oakland	<b>P&amp;P Project</b>  1 Regional Manager	The purpose of this project is to revise the out-dated Policy and Procedure manual. This action is required by Federal OSHA in order to meet the conditions of the grant, and is also necessary to sustain an effective enforcement program and uphold citations at hearing.
<b>DOSH Administration</b>  Oakland	<b>Administrative Services</b>  1 Manager (SSM III)  2 Administrative (OTs)	Oversees all administrative offices, including Budget, Personnel, Contracts, Procurement, Facilities, Telecommunications, CFOI and TICF (Targeted Inspection and Consultation Fund)..

Unit -- Geographic Area	Staff Levels As of January 1, 2013	Key Workload Parameters
<b>DOSH Administration</b>  Oakland	<b>Budget Unit</b>  1 SSM II  1 SSM I  1 AGPA	As the Division's point of contact with the Department's Budget and Accounting Units and the Federal OSHA on budget and grant related matters: direct the overall State budget and Federal Grants and Federal Contracts including budget and collections, general fund appropriation, and special funds functions of the Division; plan, prepare, research and analyze, the Annual Performance Agreements for the federal 23(g) and 21(d) grants covering DOSH, OSHAB, OSHSB, HESIS, and the functions of DLSE that are funded by federal grants; lead the preparation of the federal 23(g) grant application; coordinate the preparation of all federal grants and MSHA with department's units; monitor, administer, review and analyze the annual budget activities of DOSH including expenditures and revenues on a monthly basis; oversee Contracts, Procurement and permit functions; prepare Out-of-State Travel Blanket and track requests; monitor DGS charge cards and ATT calling cards

Unit -- Geographic Area	Staff Levels As of January 1, 2013	Key Workload Parameters
<p><b>DOSH Administration</b></p> <p>Oakland</p>	<p><b>Personnel Unit</b></p> <p>0 SSM I*</p> <p>2 AGPA</p> <p>1 SSA</p> <p>1 MST</p> <p><b>*Note:</b> This position is currently vacant.</p>	<p>As the Division's point of contact with the Department's HR, Labor Relations, OD Legal, CRO, Budget and RTW Units on personnel related matters: direct the overall Personnel functions of the Division; advise and assist managers and supervisors on matters involving personnel issues, disciplinary actions, labor relations, grievances, complaints, and reasonable accommodations; coordinate employee cases of workers compensation or non-industrial accommodation with RTW or the CRO Units; analyze and advise management on DOSH organization structure, personnel staffing and analysis, and position control; track DOSH positions that are federal funded and grants for special programs; review and analyze classification and position allocation; recruitment, hiring, salaries, and exam needs; interpret, analyze and assist DOSH employees on inquiries re Government Regulations, Rules and Codes, CalHR PML memos, and department and division policies; and respond to inquiries and provide information and assistance to employees re personnel related matters including employee benefits, health and dental benefits, retirement, vacation and sick leave policies, attendance, overtime, MOU's, deferred compensation and savings options, and catastrophic leave.</p>

<b>Unit -- Geographic Area</b>	<b>Staff Levels As of January 1, 2013</b>	<b>Key Workload Parameters</b>
<b>DOSH Administration</b>  Oakland	<b>Contracts/Procurement</b>  1 SSA  2 MST  1 Legal Secretary (on T&D to SSA)	As the Division's point of contact with the Department's Business Management Unit and Accounting Unit: prepare contracts and purchase orders for services and for procurement of goods for the Division; monitor, review, code and process invoices for services rendered on contracts and for procurement of goods; track and maintain records of expenditures charged to specific contracts and purchase orders; review, analyze, code and process Travel Expense Claims; track and maintain record of TECs' and checks issued by Accounting on database; review and analyze Requests for Funds and Out-Service Training Requests; respond and resolve questions from vendors, Accounting Unit and DOSH employees;



<b>Unit -- Geographic Area</b>	<b>Staff Levels As of January 1, 2013</b>	<b>Key Workload Parameters</b>
<b>DOSH Administration</b>  Oakland	<b>Facilities/Telecommunications</b>  1 Senior Safety Engineer  1 AGPA  1 Instrument Tech (on T&D to SSA)	As the Division's point of contact with the Department's Facilities, Business Management, Information Systems and the Telecommunication Units: plan, coordinate and implement the Division's facilities projects; prepare and submit purchase orders, contracts and requests for facility related issues, landline services, cell phones, desktop and laptop computers, machine repair and maintenance, and movement of equipment and office furniture; track and monitor all DOSH assigned State cell phones; track and monitor all DOSH assigned State vehicles including information on storage locations, home storage permits, vehicle transfer information, and incidents; review and analyze monthly Enterprise car rental bills; and provide assistance in the review, analysis, resolution and response to inquiries and complaints from assessed employers in the Targeted Inspection Consultation Fund (TICF) Assessment program.

<b>Unit -- Geographic Area</b>	<b>Staff Levels As of January 1, 2013</b>	<b>Key Workload Parameters</b>
<b>DOSH Administration</b>  Oakland	<b>Census of Fatal Occupational Injuries (CFOI)</b>  0.5 Senior Safety Engineer  1 Safety Engr.  1 AGPA	Investigate work-related fatalities under the Occupational Safety and Health Statistics program as authorized by the Occupational Safety and Health Act of 1970, which is under the Federal Bureau of Labor Statistics requirements; gather data, documents and information from county sheriffs, coroners, and department representatives as required by the CFOI program; determine primary and secondary causes as well as other contributory factors of occupational fatalities; coordinate with the Federal Bureau of Labor Statistics in the comparison of Federal and State standards and codes; and collect, compile, and present accurate and timely statistics and research relating to the condition of labor in the state.
<b>DOSH Administration</b>  Oakland	<b>TICF</b>  0.5 Senior Safety Engineer  1 SSA	Review, analyze and resolve inquiries and complaints from assessed employers regarding disputed assessments and payment schedules; investigate complaints regarding assessment rates, consult with the CA Workers' Compensation Insurance Rating Bureau (WCIRB) to obtain re-evaluations, review and analysis of employers' assessment ratings, records and loss data; direct the Accounting Office to issue refunds based on re-computation of assessments; and refer uncollected accounts to EDD for further collection sanctions.

<b>Unit -- Geographic Area</b>	<b>Staff Levels As of January 1, 2013</b>	<b>Key Workload Parameters</b>
<b>DOSH Administration</b>  Oakland	<b>Permits</b>  1 AGPA	Review and analyze licensed contractors' applications and their history of permitted activities to determine approval and timely issuance of Construction Activity Permits and to ensure that permit holders understand all applicable Title 8 regulations, including any special requirements which the Division determines are necessary; notify District Offices on the issued permits to identify the location of construction activities which can pose a risk of employee injury, and may require inspection.

Unit -- Geographic Area	Staff Levels As of January 1, 2013	Key Workload Parameters
<p><b>Legal Unit</b></p> <p>Statewide</p>	<p>1 Chief Counsel</p> <p>12 Attorneys*</p> <p>5 Administrative</p> <p><b>*Note:</b> Only 10 attorneys are performing Legal Unit work as 1 is the Acting Region I Manager and 1 has been on leave for several years while a personnel matter is resolved.</p> <p><b>*Note:</b> Legal Unit attorneys spend considerable time commuting from their home offices to hearing sites set by the Appeals Board. Oakland office attorneys must travel to Bakersfield, Fresno, Stockton, Sacramento and Santa Rosa. Los Angeles office attorneys must travel to San Diego, Riverside, West Covina and Van Nuys.</p>	<p>An average of 1,800 appeals are filed by employers every year. Legal Unit attorneys are assigned 350 of these cases and provide technical assistance and consultation to district offices with the other 1,450 appeal cases. Attorneys work on an average of 60 other litigation matters during the course of a year.</p> <p>Legal Unit duties include: Advise Chief of the Division and other Senior managers on legal issues; Defend the Division in OSHA enforcement appeals hearings, emergency OPU hearings and variance other administrative evidentiary hearings; Pursue and oppose Petitions for Reconsideration before the Occupational Safety and Health Appeals Board, and appeals before the California Court of Appeals; Represent the Division at all levels of California State Court including pursuing and opposing writs of mandate, as well as other civil and criminal matters; Review legislation and draft Division responses to same; Advise District Offices regarding citation issuance, and other matters; Act as Division liaison to California District Attorney Association; Oversee, assist and advise BOI investigators; Provide training to District Compliance Officers, and to California District Attorneys on OSHA enforcement, protocols, investigations and statutes.</p>

Unit -- Geographic Area	Staff Levels As of January 1, 2013	Key Workload Parameters
<b>BOI</b>  Statewide	1 BOI Supervising Investigator  5 BOI Special Investigators  2 Administrative	<p>The BOI Unit's five investigators open approximately 160-200 fatalities yearly. The BOI Unit currently has 176 open investigations, leaving <b>on average 35 cases per investigator</b>. In 2012, BOI referred 26 cases to District Attorney offices, who filed on 12 cases and have 12 others pending disposition. Currently there are 18 cases under consideration by District Attorneys for filing.</p> <p>BOI investigators primarily conduct fatality investigations. BOI Investigators' respond to fatal incident scenes, secure evidence, subpoena records, conduct recorded interviews, locate witnesses, and gather evidence to meet the criminal burden of beyond a reasonable doubt.</p> <p>Each BOI investigator is responsible for investigating the case from notification and referral to the local prosecutor, continuing through trial preparation, and finally testifying. Due to increased prosecutions, BOI investigators are required to spend significant time on cases after they are referred.</p>

Unit -- Geographic Area	Staff Levels As of January 1, 2013	Key Workload Parameters
<p><b>Medical Unit</b></p> <p>Statewide</p>	<p>1 Chief Medical Officer (MD)</p> <p>1 Physician</p> <p>2 Nurse Consultants*</p> <p>1 Administrative</p> <p><b>*Note:</b> One of the Nurse Consultant positions will become vacant in January 2013.</p>	<p>Medical Unit work includes: consultation during all injury and illness and serious exposure investigations, (for 2012 included over 100 suspect heat illness cases and fatalities and many other types of cases involving injuries and exposures);</p> <p>Provides expertise on infectious diseases, e.g. meningitis and TB, and other health hazards to Enforcement and Consultation staff;</p> <p>Consultation for many variance requests, special orders, and orders to take special action as needed (approximately 10 per year);</p> <p>Verification of serious injury/illness cases for reporting violations (amputations, disfigurement, hospitalizations &gt;24 hours; average 2-3/week) essential to sustaining serious accident –related violations and injury reporting violations;</p> <p>Significant role in health-based standard setting process (in 2012, Safe Patient Handling, Hotel Housekeepers, first aid, lead standard);</p> <p>Manages medical records as necessary for the field.</p>

Unit -- Geographic Area	Staff Levels As of January 1, 2013	Key Workload Parameters
<p><b>Research &amp; Standards – Safety Unit</b></p> <p>Statewide</p>	<p>1 Principal Safety Engineers</p> <p>4 Professional staff</p> <p>1 Administrative</p> <p><b>Note:</b> Labor Code sections 140-147 mandates the work of this unit.</p>	<p>The RSSU is responsible to provide a technical lead for safety issues. The RSSU also prepares the Division evaluation for petitions for new or amended standards, and for safety related variance applications. The RSSU provides technical assistance to field staff in Enforcement , Consultation, Public Safety Units, and to the public, and drafts letters of interpretation in response to public inquiries. In the past year the RSSU evaluated 8 variance applications and 9 petitions, and held one advisory meeting. The unit also performs exterior building maintenance certifications, approximately 100 buildings per year. Personnel in this unit may conduct or assist in enforcement inspections</p> <p>The current projects include:</p> <ul style="list-style-type: none"> <li>• Night work in agriculture</li> <li>• Solar and wind energy</li> <li>• In-farm employee transport</li> <li>• Update of Tunnel Safety Orders (with M&amp;T)</li> <li>• Review of Fall Protection Standards</li> <li>• Guarding of Vertical Dough mixers</li> <li>• Petroleum Safety Orders</li> </ul>

Unit -- Geographic Area	Staff Levels As of January 1, 2013	Key Workload Parameters
<p><b>Research &amp; Standards – Health Unit</b></p> <p>Statewide</p>	<p>1 Principal Safety Engineer</p> <p>5 Professional Staff</p> <p>1 Administrative</p> <p><b>Note:</b> Labor Code sections 142-147 mandates the work of this unit.</p>	<p>The Labor Code requires the Division to maintain surveillance for health hazards, to propose rulemaking to protect employees, and to evaluate federal health regulations. The RSHU does the staff work for health rulemaking proposals to the Standards Board. The RSHU also prepares the Division evaluation for petitions for new or amended standards, and for health related variance applications. The RSHU provides technical assistance to field staff in Enforcement and Consultation, and to the public, and drafts letters of interpretation in response to public inquiries. It also develops publications. Personnel in this unit may conduct or assist in enforcement inspections.</p> <p>In the past year the RSHU evaluated 6 variance applications and 5 petitions, and conducted six advisory meetings.</p> <p>The current rulemaking projects are:</p> <ul style="list-style-type: none"> <li>• Lead</li> <li>• Hotel Housekeeping</li> <li>• First Aid</li> <li>• Safe Patient Handling</li> <li>• Air Contaminants</li> <li>• Bloodborne Pathogens in the Adult Film Industry</li> <li>• Diacetyl lab analysis</li> <li>• ATD respirator requirements</li> </ul>



Unit -- Geographic Area	Staff Levels As of January 1, 2013	Key Workload Parameters
<p><b>Professional Development &amp; Training Unit</b></p> <p>Sacramento</p>	<p>1 Senior Safety Engineer</p> <p>1 Administrative</p>	<p>In 2012, the two-person PD&amp;TU staff organized, coordinated and partly taught in-service training for 1,163 DOSH staff in 34 courses, as well as coordinated out-service training for 697 staff in 204 courses. The PD&amp;TU unit developed four new in-service courses from scratch during 2012.</p> <p>Training classes include federally-mandated orientation for new employee (in-service), as well as ongoing, specialized training (both in-service and out-service) for field inspectors, other professional staff, and administrative staff. PD&amp;TU staff also coordinated and help develop webinars on current regulations and Special Emphasis Programs for DOSH staff, other agencies' staff, and the public.</p> <p>Training topics in 2012 included legal aspects and investigation techniques, industrial hygiene instrumentation and sampling, advanced laboratory safety, ag safety, machine guarding, fall protection, and webinars on confined spaces and heat illness.</p>

Unit -- Geographic Area	Staff Levels As of January 1, 2013	Key Workload Parameters
<p><b>Crane Unit</b></p> <p>Statewide</p>	<p>1 Senior Safety Engineer</p> <p>9 Field Personnel (ASEs)*</p> <p>1 Administrative</p> <p><b>*Note:</b> 1 ASE is scheduled to retire in April 2013.</p>	<p>The Labor Code mandates a crane safety programs including: time-consuming, comprehensive inspection of tower cranes and other crane types prior to operation to identify deficiencies and ensure corrections for safe operation; semi-annual re-inspection of tower cranes; periodic monitoring of tower crane climbing and dismantling activities; licensing of approximately 56 Crane Certifiers and approval of 300 Crane Surveyors to ensure competent 3<sup>rd</sup> Party inspections. DOSH crane inspections are required to validate identification of deficiencies and needed repairs for continued safe operations.</p> <p><b>In 2012, the Crane Unit conducted 220 tower crane inspections of all types, and 7 new tower crane erection permits are pending. The unit also conducted 200 periodic audits of crane certifying agencies.</b></p>

Unit -- Geographic Area	Staff Levels As of January 1, 2013	Key Workload Parameters
<b>Asbestos Unit</b>  Statewide	1 Senior Safety Engineer 2 Professional staff (ASEs)* 2 Administrative*  <b>*Note:</b> Currently there is 1 AGPA position and 1 Safety Engineer position vacant.  Staff reductions and recent retirements have forced the unit to reduce tech support, audits, test maintenance and conducting investigations in order to meet minimum Labor Code mandates.	The Labor Code-mandated five-person unit collected \$1.12 million in fees in 2012 for work including: <ul style="list-style-type: none"> <li>- 1,102 renewals of consultant and site surveillance technician certifications (including 185 new applications);</li> <li>- 292 renewals of contractor registration (including 66 new applications);</li> <li>- Six investigations of consultants/technicians and 9 investigations of contractors;</li> <li>- Approval of 379 AHERA courses (including 7 new courses), and direct training of 1,735 students;</li> <li>- 12 audits or investigations of training providers.</li> </ul>

Unit -- Geographic Area	Staff Levels As of January 1, 2013	Key Workload Parameters
<p><b>CALICO</b> Statewide</p>	<p>1 Senior Safety Engineer* 2 Professional staff (ASEs) 2 Administrative</p> <p><b>*Note:</b> The Sr SE at CALICO will be going out on extended leave in January 2013 and is scheduled to retire in May 2013.</p>	<p>The Calico laboratory is critical to obtaining and maintaining field inspection equipment, including industrial hygiene sampling pumps and instruments. Having functioning, calibrated monitoring equipment is essential for field inspections and for defending citations in appeal hearings. Calico is the office which handles contracts with laboratory analysis and other vendors. Calico also conducts fit-testing for the DOSH respiratory protection program.</p> <p>Calico maintains an inventory of 3,903 pieces of major equipment, not including PPE and general field items like flashlights. In 2012, Calico processed 692 requests for equipment, both for equipment stored on site and to be rented from vendors. Calico currently manages 22 separate contracts, including 12 contracts let in 2012.</p>