



OSHA REGIONAL INSTRUCTION

U.S. DEPARTMENT OF LABOR

Occupational Safety and Health Administration

DIRECTIVE NUMBER: CPL 02-08-02H | **EFFECTIVE DATE:** October 1, 2019

SUBJECT: St Louis Local Emphasis Program (LEP) for Electrical Hazards in General Industry

REGIONAL IDENTIFIER: Region VII

ABSTRACT

Purpose: This Instruction continues a Local Emphasis Program (LEP) to identify and reduce or eliminate workplace electrical hazards, which are likely to cause electrocution, electrical shock, and/or fire in General Industry establishments. This Instruction also establishes procedures for inspections of complaints and referrals relating to this electrical LEP.

Scope: This Instruction applies to the St. Louis Area Office.

References: OSHA Instruction CPL 04-00-002 Procedures for Approval of Local Emphasis Programs (LEPs), November 13, 2018
OSHA Instruction CPL 02-00-163 Field Operations Manual (FOM), September 13, 2019, or the most current version at the time of the inspection opening conference
OSHA Instruction CPL 02-00-051 Enforcement Exemptions and Limitations under the Appropriations Act, May 28, 1998, or successor guidance
OSHA Instruction CPL 02-00-025 Scheduling System for Programmed Inspections, January 4, 1995
OSHA Memorandum from Francis Yebesi to Regional Administrators, Establishment-Targeting Lists for Emphasis Programs, November 12, 2014.

Cancellations: This Instruction cancels CPL 02-08-02G, Local Emphasis Program (LEP) for Electrical Hazards in General Industry, October 1, 2018.

State Plan Impact: None

Action Offices: St. Louis Area Office

Originating Office: Kansas City Regional Office

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By and Under the Authority of:

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Executive Summary

This Instruction continues a Local Emphasis Program (LEP) to identify and reduce or eliminate workplace electrical hazards, which are likely to cause electrocution, electrical shock, and/or fire in General Industry establishments. This Instruction also establishes procedures for inspections of complaints and referrals relating to this electrical LEP.

The intent is encouraging employers to take steps to address hazards, evaluate facilities to determine compliance with all relevant OSHA requirements, and help employers correct hazards, thereby reducing potential injuries, illnesses, and death for their workers.

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- I. Purpose.** This Instruction describes policies and procedures for continuing a Local Emphasis Program (LEP) to identify and reduce workplace electrical hazards, which are likely to cause electrocution, electrical shock, and/or fire hazards in General Industry establishments. This Instruction also provides procedures for inspections of complaints and referrals relating to this electrical LEP.
- II. Scope.** This Instruction applies to General Industry establishments in the North American Industrial Classification System (NAICS) Codes listed below, including those establishments where the NAICS Codes cover a secondary business operation of the establishment:

Description	NAICS
Wood Kitchen Cabinets	337110 and 33711X
Wood Boxes	321920
Wood Pallets and Skids	321920
Wood Pallets and Skids	321920
Wood Containers	321920 and 32192X
Wood Products, Not Elsewhere Classified	321999 and 32192X
Wood Household Furniture, Except Upholstered	337122 and 337215
Wood Household Furniture, Upholstered	337121
Wood Office Furniture Manufacturing	337211
Wood Office and Store Fixtures, Partitions, Shelving, and Lockers	337110, 337127, 337212, and 337215
Metal Cans	332431
Metal Shipping Barrels, Drums, Kegs, and Pails	332439
Hand and Edge Tool Manufacturing	332212
Fabricated Structural Metal Manufacturing	332312
Metal Doors, Sash, Frames, Molding, and Trim	332321
Fabricated Plate Work	332313, 332410, 333414, and 333415
Sheet Metal Work	332321 and 332322

Architectural and Ornamental Metal Work	332323 and 332999
Prefabricated Metal Buildings and Components	332311
Metal Stamping	332116 and 332439
Special Dies and Tools, Die Sets, Jigs and Fixtures, and Industrial Molds	333511 and 333514

III. Expiration. The Instruction expires on September 30, 2024.

IV. Action. The Regional Administrator, through the Assistant Regional Administrator for Enforcement Programs (ARA/EP), and the St. Louis Area Director will ensure the St. Louis Area Office follows the procedures outlined in this Instruction. The Assistant Regional Administrator (ARA) for Compliance Assistance Programs shall notify the State Consultation Program Managers within Region VII of the contents of this LEP.

V. References.

- A. OSHA Instruction CPL 04-00-002, Procedures for Approval of Local Emphasis Programs (LEPs), November 13, 2018.
- B. OSHA Instruction CPL 02-00-163, Field Operations Manual (FOM), September 13, 2019, or the most current version at the time of the inspection opening conference.
- C. OSHA Instruction CPL 02-00-025, Scheduling System for Programmed Inspections, January 04, 1995.
- D. OSHA Instruction CPL 02-00-051, Enforcement Exemptions and Limitations under the Appropriations Act, May 28, 1998, and Change dated December 18, 2018 (Appendix A), or most current version.
- E. OSHA Memorandum from Francis Yebesi to Regional Administrators, Establishment-Targeting Lists for Emphasis Programs, November 12, 2014.
- F. 2018 Missouri Directory of Manufacturers, Harris InfoSource.
- G. Electrical Safety Foundation International (ESFI)
<https://www.esfi.org/workplace-injury-and-fatality-statistics>

VI. Cancellation. This Instruction cancels OSHA Regional Notice CPL 02-08-02G, Local Emphasis Program (LEP) for Electrical Hazards in General Industry, October 1, 2018.

VII. Action Offices. St. Louis Area Office

VIII. Background. According to the Electrical Safety Foundation International (ESFI), electrical hazards pose a significant risk to workers across the nation. From 2003 thru 2017 electrical hazards, continue to be in the top ten causes of workplace injuries and fatalities. Five percent of all electrical injuries result in a fatality; in fact, electrical hazards are the seventh most likely workplace fatality. Nationwide there were 2,788 fatalities involving electrical hazards and 34,370 lost days of work.

Electrical hazards in the St. Louis Area Office jurisdiction continue to result in injuries and death. Between October 1, 2013, and April 15, 2019, the St. Louis Area Office investigated ten fatalities related to electrocution and electrical-related hazards.

When comparing Fiscal Year 2018 to Fiscal Year 2019 there was, an increase in the number of employer-reported Severe Injury Reports (SIR) related to electrical hazards in general industry. Employers reported three SIR related to electrical hazards in general industry during Fiscal Year 2018, all resulted in an inspection. SLAO research of severe injury report (SIR) data from October 1, 2018 through August 15, 2019, revealed four employer-referral inspections. OSHA initiated the inspections after employers, reported a serious employee injury. All Employer Referral Reports coded for this LEP during Fiscal Year 2018 and October 1, 2018 through August 15, 2019, resulted in inspections.

SLAO documented and cited numerous electrical violations during inspections covered in previous versions of this LEP from October 1, 2013 through April 15, 2019. During that period the Area Office conducted 151 inspections resulting in 390 violations issued (approximately 3.18 violations per inspection). This program removed 13,561 employees from safety and health hazards.

Employer-Reported Referral inspections account for a greater number of inspections between October 1, 2018 and April 15, 2019 when compared to the historical data for this LEP. Inspection activity due to employer-reported referrals accounted for approximately 8% (9 of 110) of inspections from Fiscal Year (FY) 2014 through FY 2018. The October 1, 2018 and April 15, 2019 data indicates approximately 9.8% (4 of 41) of inspections arose from employer-reported referrals.

IX. Inspection Scheduling and Site Selection.

A. The National Office's Office of Statistical Analysis (OSA) will compile a list of establishments with 11 or more employees in the NAICS codes in paragraph II.

B. Inspection Cycles.

1. The Area Office will create cycles by choosing a set of twenty (20) establishments from the master list, which they then sort in a random number order following procedures and the site randomization protocols outlined in the November 12, 2014, OSHA Memorandum: Establishment – Targeting Lists for Emphasis Programs.
2. Within a cycle, the office may schedule and inspect the establishments in any order that makes efficient use of available resources. In the event the Area Office does not complete a cycle on or before expiration of this Instruction, it will extend the cycle into the new fiscal year, provided this Instruction is renewed. The Area Office will complete the outstanding cycle before selecting establishments from the new master list.
3. The Area Office must inspect (open an inspection) all the establishments in a cycle before inspecting any establishments in a new cycle. However, OSHA Instruction CPL 02-00-025, *Scheduling System for Programmed Inspections* (1/4/1995), paragraph B.1.b(1)(e)1, lists permissible carryovers from one cycle to another cycle. In addition, when this Notice expires, the Area Office

must complete any cycle begun but not completed even if the Area Office must open inspections at remaining establishments after the expiration date.

C. Deletions.

1. Area Offices may delete from the list, any establishment that has received a comprehensive health inspection within the previous thirty-six (36) calendar months of the current inspection cycle.
2. Area Offices shall apply deletion criteria to the list of establishments from OSHA Instruction CPL 02-00-025, Scheduling System for Programmed Inspections, Paragraph B.1.b.(1)(b)6.d.
3. The Area Office must fully document the criteria used to delete any establishment.

X. **Inspection Procedures.** Inspections will be conducted in accordance with this Instruction and the Field Operations Manual.

A. Inspection Scope.

1. The Area Office will conduct focused inspections of the General Industry establishments selected for inspection from the Master List located within the jurisdictional boundaries of the St. Louis Area Office.
2. The CSHO will initially conduct a review of the establishment's OSHA 300 records.
3. Inspections will concentrate on electrical hazards, including lockout/tagout (programs and related procedures), any other electrical programs (e.g., maintenance procedures), and panel breaker boxes, permanently installed parts of electrical systems (i.e., conduit, electrical receptacle boxes, grounding system, etc.), flexible cords / extension cords, and permanent electrical installation for stationery machinery.
4. All complaint and referral inspections at establishments in coved NAICS will receive focused inspections. Conducting inspections will be in accordance with OSHA Instruction CPL 02-00-163, Field Operations Manual (FOM), and will concentrate on all aspects of the complaint items as well as all electrical standards as set forth in paragraph A.3., above.. The CSHO may expand the inspection scope to other observed plain view hazards and hazards reported during employee interviews.

B. Appropriations Act. The Area Office will adhere to OSHA Instruction CPL 02-00-051, Exemptions and Limitations under the Current Appropriations Act, in implementation of this program.

C. Unprogrammed Activity. The Area Office will conduct inspections of fatalities, catastrophes, and referrals alleging a serious electrical hazard in accordance with the FOM. The office will inspect complaints alleging electrical hazards in accordance with OSHA Instruction CPL 02-00-163, Field Operations Manual (FOM). The office will investigate and evaluate complaint items that relate to this electrical LEP, other complaint items, and the company's compliance with all applicable electrical standards.

- D. Data Collection. The Area Office will collect data from OSHA 300 Logs for the prior three years from all those employers inspected under this program who are required to maintain them.
- XI. OSHA Information System Coding.** For all inspections covered by this program, the CSHO shall code OIS Inspection forms in the “Inspection Type” tab, under the drop down menu “Local Emphasis Program”, with “ELECGI”
- OSHA shall code all consultation activities (requests, visits, and compliance assistance) conducted in establishments within listed LEP NAICS codes, selecting “ELECGI” from the Local Emphasis Program drop down menu on appropriate forms.
- XII. Outreach.** Prior to the initiation of this LEP, the St. Louis Area Office mailed information to the affected employers. The information included a letter explaining the purpose of the program and materials relevant to the employer’s particular industry. The information package is available upon request to employers, professional associations, and labor organizations. As an additional resource for achieving compliance, employers are encouraged to utilize the Missouri 21(d) Consultation Program.
- XIII. Program Report.** No later than midway through the life of the program and completion of the program, the Area Office will provide a program report of this LEP to the regional Office. At a minimum, the report should respond to the requirements of CPL 04-00-002, Section VIII, E.