



# OSHA REGIONAL INSTRUCTION

U.S. DEPARTMENT OF LABOR

Occupational Safety and Health Administration

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**DIRECTIVE NUMBER:** ATL-CPL-04-00-003

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**SUBJECT:** Regional Emphasis Program (REP) addressing Sanitation and Clean-Up Operations in the NAICS Groups 311xxx & 3121xx

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**REGION:** Atlanta (ATL)

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**SIGNATURE DATE:** October 1, 2024

**EFFECTIVE DATE:** October 1, 2024

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## ABSTRACT

**Purpose:** This instruction renews a Regional Emphasis Program (REP) To identify and reduce or eliminate the workplace hazards associated with sanitation and clean-up operations in the NAICS Groups 311xxx (Food Manufacturing) & 3121xx (Beverage Manufacturing).

**Scope:** This instruction applies to all Atlanta Region Federal Offices.

**References:** [OSHA Instruction CPL 02-00-025, Scheduling System for Programmed Inspections](#), January 4, 1995  
[OSHA Instruction CPL 04-00-002, Procedures for the Approval of Local Emphasis Programs \(LEPs\)](#), November 13, 2018  
[OSHA Instruction CPL 02-00-164, Field Operations Manual \(FOM\)](#), April 14, 2020

**Cancellations:** CPL 23/06, October 1, 2023. This Instruction updates and replaces an earlier version.

**State Impact:** No Impact

**Action Offices:** All Atlanta Region Federal Area Offices

**Originating Office:** Atlanta Regional Office

**Contact:** Assistant Regional Administrator for Enforcement Programs

By and Under the Authority of

KURT A. PETERMEYER  
Regional Administrator

## **Executive Summary**

This instruction renews a Regional Emphasis Program (REP) to identify and reduce or eliminate the workplace hazards associated with sanitation and clean-up operations in the NAICS Groups 311xxx & 3121xx.

## **Significant Changes**

Removed "Region IV" designation and replaced with "Atlanta Region". Continuation of REP.

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I. Purpose.

This instruction renews a Regional Emphasis Program (REP) to identify and reduce or eliminate the workplace hazards associated with sanitation and clean-up operations in the NAICS Groups 311xxx & 3121xx.

II. Scope.

This instruction applies to all Atlanta Region Federal Area Offices.

III. References.

- A. [OSHA Instruction CPL 02-00-025, Scheduling System for Programmed Inspections](#), January 4, 1995.
- B. [OSHA Instruction CPL 04-00-002, Procedures for the Approval of Local Emphasis Programs \(LEPs\)](#), November 13, 2018
- C. [OSHA Instruction CPL 02-00-164, Field Operations Manual \(FOM\)](#), April 14, 2020
- D. U. S. Department of Labor, Bureau of Labor Statistics: Fatal Occupational Injuries 2022

IV. Cancellations.

- A. This replaces the previous REP (CPL 23/06).

V. Expiration.

This instruction expires within four years of the effective date, unless extended.

VI. Action Offices.

A. Responsible Office.

Atlanta Regional Office – Enforcement Programs.

B. Action Office.

All Atlanta Region Federal Area Offices.

VII. Federal Program Change.

None.

VIII. Significant Changes.

None.

IX. Background.

Sanitation work is one of the most hazardous jobs at establishments which manufacture

or process foods and beverages for human consumption. According to information contained in the OSHA Poultry Processing Industry eTool, *"the daily sanitation or clean-up crew has the responsibility of cleaning all product contact surfaces throughout the plant to comply with requirements of the Food Safety and Inspection Service (FSIS), U.S. Department of Agriculture. If the clean-up crew has not done a satisfactory job, the FSIS inspector will not allow the plant to begin a production shift.*

*When the sanitation crew must remove guards or components to effectively clean processing equipment, and this action (or any other action) exposes crew members to hazardous energy, the equipment must be isolated from its energy source(s), and the energy isolation devices must be locked out or tagged out. In some situations, the equipment must be re-energized for a limited period of time for testing or repositioning purposes. During the testing or positioning period, a sequence of steps must be followed to maintain the integrity of employee protection, and alternative protection, such as removing workers from the machine area, must be provided to prevent employee exposure to machine hazards. Once the testing/positioning activity is completed, the equipment again must be de-energized and locked or tagged out and before undertaking further cleaning activities.*

*Depending on the part of the country, in which the plant is located, the sanitation crew may be plant employees, or they may work for a contractor."* Additionally, sanitation and clean-up crew workers also may be entry-level employees who need extra training to become familiar with the hazards of their work and methods to reduce their exposure to hazards.

As reported in the eTool, the sanitation workers and clean-up crews are exposed to most of the safety and health hazards found in any food and beverage manufacturing/processing plant, including:

- Cuts, laceration, and amputation hazards when removing blades from equipment and from moving equipment during cleaning operations.
- Struck by, struck against, and caught in machinery, such as chiller paddles, or when climbing over or under equipment.
- Fall from ladders or equipment hazards, whether from ladders or climbing on equipment to adequately reach all surfaces for cleaning.
- Slips on wet surfaces and tripping over drain covers that have been removed and not replaced. Strains, sprains, and possible fractures may result.
- Electrical shock hazards, which is an increased risk in meat packing, fish and poultry processing plants because of the wet environment.
- Chemical hazards, such as cleaners, that can cause skin or eye irritation or burns.

Some of the most horrific accidents investigated in Atlanta Region (previously Region IV) occurred in the food and beverage manufacturing industry. For example, on August 16, 2012, during the cleaning of a palletizer, an employee was crushed when the supervisor activated the palletizer while the employee was underneath in the palletizer. The investigation resulted in the issuance of nine serious violations and two willful violations with proposed penalty of \$110,000. The willful violations addressed the company failing

to develop and maintain lockout/tagout specific procedures to prevent the unexpected release of energy during maintenance or repair and not instructing employees on the use of procedures. In addition, the serious violations proposed were for the employer failing to guard an opening, failing to provide employees with locks to de-energize equipment, failing to provide authorized employees with lockout/tagout training, and not performing periodic inspection of lockout/tagout procedures.

To further support the need for this REP, a fatality occurred on March 3, 2020, where an employee was rinsing the medium bird chiller when they became caught in the rotating auger and was decapitated. The employer was cited for a lack of a lockout/tagout specific procedures and not requiring employees to affix a lock to a group lockout device. Another fatality occurred on March 9, 2021, where an employee doing general clean-up, washing down the line as it was moving, became caught in the vertical incline shaft. The employer was cited for a lack of machine guarding on shafts.

Data from the Bureau of Labor Statistics (BLS) shows that in 2022, the food manufacturing industry had an injury and illness rate of 4.6 compared to a rate of 2.7 private industry nationwide. In beverage manufacturing, BLS data shows the total injury rate of 4.1 in 2022. The purpose of this local emphasis program is to reduce the number of injuries suffered by sanitation and clean-up crew workers in the food and beverage manufacturing/ processing industries. During FY23, 11 inspections were conducted under this program, of which 85.7% received serious violations and penalties of \$98,566 were assessed. The average violations per inspection was 1.5.

X. Procedures:

For all inspections (complaint, referral, fatality/catastrophe and accident) conducted in food and beverage manufacturing plants (NAICS Groups 311xxx & 3121xx), the compliance officer shall inspect the sanitation and clean-up operations to include the host employer and contract employers engaged in such work. The inspection of the sanitation and clean-up operations at a minimum shall include observation and evaluation of the sanitation and clean-up operations including any "third shift" operations that may be employed at the facility. The investigation should focus on the most prevalent hazards and the prevention of the most prevalent injuries and illnesses such as:

- Lockout/tagout and guarding of equipment;
- Protection from chemical and physical hazards including appropriate personal protective equipment;
- Prevention of slips, trips and falls;
- Preventions of cuts and lacerations; and
- Prevention of electrical shock.

XI. Recording in OIS.

Current instructions for completing the appropriate OSHA forms shall be applied when recording inspections under this REP.

- A. The Inspection Form shall be coded with the local emphasis program (LEP) "FOODPRO."

XII. Evaluation

An evaluation of the program will be conducted midway through and at the completion of the effective period that addresses whether the program advances OSHA's goals and initiatives and will include quantitative and qualitative measures.