

Clyde Saiki, Chief Administrative Officer

**Authorized Signature**
**Number:** AS-PT-04-006

**Issue Date:** 04/16/2004

**Topic:** Agency-wide Policy

**Transmitting (check the box that best applies):**

- New Policy   
  Policy Change   
  Policy Clarification   
  Executive Letter  
 Administrative Rule   
  Manual Update   
  Other: \_\_\_\_\_

**Applies to (check all that apply):**

- All DHS employees   
  County Mental Health Directors  
 Area Agencies on Aging   
  Health Services  
 Children, Adults and Families   
  Seniors and People with Disabilities  
 County DD Program Managers   
  Other (please specify):

Policy/Rule Title:	Safety Committees		
Policy/Rule Number(s):	AS-080-007	Release No:	1.0
Effective Date:	03/03/2004	Expiration:	N/A
References:			
Web Address:	<a href="http://www.dhs.state.or.us/policy/admin/safety/080_007.htm">http://www.dhs.state.or.us/policy/admin/safety/080_007.htm</a>		

**Discussion/Interpretation:** Policy helps to clarify OSHA requirements and lists DHS-specific requirements and tools.

**Implementation/Transition Instructions:** Safety committees should already be in place. Offices should review to make sure their committees meet OSHA and DHS standards.

**Training/Communication Plan:** This transmittal provides formal announcement of the policy revision renumbered from DHR Policy #50.200.09A to AS-080-007, version 1.0. No training is planned or required.

**Local/Branch Action Required:** Management and safety committees should review the policy to ensure that they are correctly complying with the OSHA regulation and special requirements of DHS.

**Central Office Action Required:** Implement policy requirements. Review and update policy as necessary and respond to questions and concerns.

**Field/Stakeholder review:**     Yes     No

**If yes, reviewed by:** DHS safety staff, DHS external review group, unions

**Filing Instructions:** No paper copies are distributed for filing. DHS Agency-wide policies are located on the DHS web site at <http://www.dhs.state.or.us/policy/admin/>

*If you have any questions about this policy, contact:*

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