

ILLINOIS DEPARTMENT OF LABOR SAFETY INSPECTION AND EDUCATION DIVISION

The Illinois Health and Safety Act (820 ILCS 225/0.1) and the Safety Inspection and Education Act (820 ILCS 220/0.01) provide safety and health protection for public employees in the State of Illinois, and require that employers furnish places of employment, which are free from recognized hazards that cause or are likely to cause death or serious physical harm. The employers shall comply with occupational safety and health standards adopted under these Acts.

The Safety Inspection and Education Division of the Illinois Department of Labor is responsible for inspecting public facilities in the State of Illinois, protecting employees from unsafe and unhealthy working conditions through enforcement of the Acts, and for the adoption of U.S. Department of Labor OSHA standards. These facilities include, but are not limited to, state, county and municipal agencies, park and school districts and volunteer fire departments.

Inspectors conduct various types of inspections and investigations, which include:

- **Fatalities and Catastrophes**
- **Imminent Danger and Complaints**
- **General Schedule**
- **Advisory (Voluntary Compliance)**

REPORTING REQUIREMENTS

After an occurrence of an employment incident which is fatal to one or more employees or which results in hospitalization of three or more employees, the employer shall report the incident to the department as soon as physically possible. The notification shall be made within eight (8) hours after the incident or death. The employer shall notify the department orally or in writing by telephone or telefax. The notification shall relate the circumstances of the incident, the number of fatalities, the number of employees hospitalized, and the extent of the injuries.

There are three (3) basic components for a viable Safety and Health program. These are as follows:

- 1. The development and implementation of written programs, policies and standard operating procedures;**
- 2. Safety and Health training programs; and**
- 3. The establishment of a job hazard assessment for the use and maintenance of personal protective equipment.**

The Division's inspectors can assist in all of these areas by reviewing written policies, providing training and assessing the job hazards in the workplace. Once again, these programs are free and can be scheduled through the local area office.

The Illinois Department of Labor will co-sponsor safety and health seminars at the request of the employer or any employee organization. The topic, scope and length of the seminar can be tailored to meet the specific needs of the nature of work involved. The Division's Safety and Health trainers regularly attend various training courses to keep abreast of the latest safety and health standards and procedures.

Topics of seminars offered through IDOL are indicated below:

- **Asbestos Awareness**
- **Back Injury Prevention**
- **Bloodborne Pathogens/ITB**
- **Confined Spaces**
- **Electrical Safety**
- **Fire Protection**
- **Forklift Operations**
- **General Safety and Health**
- **Hazard Communication**
- **Laboratory Safety**
- **Machine Guarding**
- **Material Handling and Storage**
- **Personal Protective Equipment**
- **Trenching and Excavation**
- **Welding Safety**
- **Work Zone Safety**

- **Other Programs Designed for the Employer**

ADVISORY INSPECTION PROGRAM

The Safety Inspection and Education Division offers a free advisory inspection program for public employers. Upon request, the Division will evaluate your work site to determine compliance status. Advantages include:

- **No monetary penalties**
- **Predetermined inspection Schedule**
- **No inspection fee**
- **Removal from the general inspection rolls for one year.**

A successful safety and health program rests upon three key factors:

- 1. Top management leadership and participation;**
- 2. A commitment to safe working conditions; and**
- 3. An enforced policy of safe work habits.**

Employers and employees who are safety conscious will ultimately benefit through reductions in lost work time, decreased worker compensation costs, health care expense and settlement awards.

IDOL encourages all public body employees and employers to take advantage of the resources it offers as a means of reducing workplace hazards and improving safety and health programs.

***For more information, please return the attached card,
or contact the office nearest you.***

1 West Old State Capitol Plaza
Room 300
Springfield, Illinois 62701
Phone: (217) 782-9386
Fax: (217) 782-0596

State of Illinois Building
160 N. LaSalle, Suite
C-1300
Chicago, Illinois 60601
Phone: (312) 793-7308
Fax: (312) 793-2081

Marion Regional Office Building
2309 West Main Street
Marion, Illinois 62959
Phone: (618) 993-7090
Fax: (618) 993-7258