

Cal-OSHA Inspection Guidelines

“What to Do If Cal-OSHA Visits Your Jobsite”

1. BE POLITE AND PROFESSIONAL
2. Examine and verify the Compliance Engineer’s identification. You can call the District Cal-OSHA office and verify his/her identification.
3. If a supervisor is not available, ask the Compliance Engineer to wait a “reasonable” length of time (usually 30 minutes is acceptable) until the supervisor returns.
4. If the Compliance Engineer insists on conducting the inspection immediately – comply with the request.
5. Ask the Compliance Engineer if the inspection is routine or the result of a complaint.
6. Provide the Compliance Engineer with any safety program documentation he/she requests. Typically, they will ask for the Injury and Illness Prevention Program, Code of Safe Practices and safety training documents. Only provide the documentation that is requested.
7. Escort the Compliance Engineer during his/her entire visit.
8. Answer questions truthfully, and directly. Do not speculate; offer an opinion or volunteer information.
9. Request copies of any photos taken by the Compliance Engineer.
10. Make notes of the Compliance Engineers observations during the walk-through.

NOTE: A Compliance Engineer is legally entitled to speak privately with employees.