











# Illinois SHA FactSheet


## Public Works Departments

### Commonly Overlooked Illinois OSHA Requirements:

Some items are paraphrased; please see the listed standard for the complete text.  
This is not a comprehensive list of the Illinois OSHA required regulations for public works departments.

-  **Injury Illness Records:** OSHA 300 logs and 300A Yearly Summary forms must be completed for each location even if there are no injuries experienced in the year. (Employers are required to keep the last 5 years on file). [56 IL Admin Code Part 350.260\(a\)](#)
-  **Occupational Noise Exposure:** Employers who have employees operating equipment that is known to emit high noise levels such as tractors, mowers, leaf blowers, saws, etc., must conduct monitoring to determine the level of noise (dbA) exposure, and whether any corrective actions and/or a hearing conservation program would be required. [29 CFR 1910.95](#)
-  **Exposure to Air Contaminants:** Employees conducting operations involving silica dust (sawing concrete/blacktop), welding operations, and operations utilizing other chemicals that may give off dangerous fumes or vapors (i.e. paints, cleaners, etc.) need to have air monitoring conducted to determine levels of employee exposure to air contaminants and determine whether actions to control exposures would be needed. [29 CFR 1910.1000 \(a-c\)](#)
-  **Hazard Communication Program:** Employers must develop a written program, which is compliant with global harmonization requirements, in addressing the proper handling of chemicals in the workplace. The program must include a list of hazardous chemicals that are present at the workplace, and where to locate the Safety Data Sheet (SDS) for each chemical. [29 CFR 1910.1200](#)
  - Training:** Upon employment, employees must be trained on the proper use, storage, and procedures for employee protection on any chemicals they may be exposed to in normal operations. Employers are also required to train employees on the hazards prior to the employee performing any non-routine tasks involving hazardous chemicals.
-  **Confined Spaces:** Employers allowing employees to conduct work in spaces not designed for continuous employee occupancy need to develop a written permit space program. To include: [29 CFR 1910.146](#)
  -  Identification of all Confined Spaces (CS) and/or Permit Required Confined Spaces (PRCS) controlled by the employer.
  -  Development of entry permits for PRCS (Permits are to be retained for one year after they are closed)
  -  Steps to address hazardous environments (air monitoring if needed etc.)
  -  Emergency escape procedures
  -  Designation of Authorized Entrants, Attendants, Entry Supervisors
  -  Specific training for all of the above.

## Illinois OSHA Requirements Cont.

 **Respiratory Protection:** If the employer requires employees to wear respirators, a written respiratory protection program is required. Additionally, the following is required: [29 CFR 1910.134](#)

**Medical Evaluation:** Employees must have a medical evaluation reviewed and approved by a professional licensed health care provider (PLHCP) before fit testing for use of a respirator.


[29 CFR 1910.134\(e\)\(1\)](#)

Click the link to find an INFOSHEET which includes the mandatory medical questionnaire to be used for these evaluations.


[Medical Evaluation Info Sheet](#)

**Fit-testing:** The employer shall ensure that an employee using a tight-fitting face piece respirator is fit tested prior to initial use of the respirator, whenever a different respirator face piece (size, style, model or make) is used, and at least annually thereafter. [29 CFR 1910.134\(f\)\(2\)](#)

**Training:** The employer is required to provide effective training to employees who are required to use respirators. The training must be comprehensive, understandable, and recur annually and more often if necessary. See [29 CFR 1910.134\(K\)](#) for all items required in the employee training.


 **Control of Hazardous Energy (Lockout/Tagout)**  
The employer shall establish a program consisting of energy control procedures (specific to equipment), employee training and periodic inspections to ensure that before any employee performs any servicing or maintenance on a machine or equipment where the unexpected energizing, startup or release of stored energy could occur and cause injury. This requirement is pertinent to all forms of energy (electrical, hydraulic, pneumatic, gravity, etc.).






[29 CFR 1910.333](#) & [29 CFR 1910.147](#)

 **PPE Hazard Assessment:** The employer shall assess the tasks performed by employees to determine if hazards are present, or are likely to be present, which necessitate the use of personal protective equipment (PPE). The employer shall verify that the required workplace hazard assessment has been performed through a written certification that identifies the workplace evaluated; the person certifying that the valuation has been performed (signature); the date(s) of the hazard assessment; and, which identifies the document as a certification of hazard assessment.

[29 CFR 1910.132](#)

**Training:** The employer shall also train employees on the proper use, care and limitations of any PPE the employee is to use.

 **Work Zone Safety (MUTCD)** – The employer is required to comply with all aspects of the most recent version of the Manual on Uniform Traffic Control Devices (MUTCD) when performing operations on or near a public roadway. Including but not limited to:

-  Developing a Traffic Control Plan (TCP)
-  Providing proper PPE and Warning Devices, to include the proper high visibility safety apparel as required by the MUTCD
-  Training of employees on the internal and external hazards faced with each work zone
-  Training and certification of flaggers
-  Link to current MUTCD: [MUTCD Manual](#)

## Federal OSHA Standards

Click the link to access all Federal OSHA standards [OSHA Regulations \(Standards 29 CFR\)](#)

## Illinois On-Site Consultation Program

The Illinois On-Site Safety and Health Consultation Program provides **FREE** and confidential safety and health advice to small and medium-sized employers committed to improving workplace safety and health.

Our consultants are experts in identifying workplace hazards and making recommendations to eliminate these hazards with the goal of improving workplace safety and health.



## Services Include

- *Written Program Review*
- *Hazard Identification and Control*
- *Industrial Hygiene Monitoring (air and noise)*
- *Injury and Illness Record keeping Review and Analysis*
- *Safety and health Management Program Evaluation*
- *Informal Training*

For more information, call 800-972-4216 or click the link to request an on-site consultation.

[Online Consultation Request Form](#)



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