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1. Observation Guidelines

1.1 Each section of the existing onsite observation form has been broken out by sections and made available for utilization as a self assessment tool during the interim years between the formal onsite observation process conducted every three years.

1.2 Cooperatives are encouraged to use these sections as part of their on-going Safety Improvement Plan to target specific improvement areas found during their formal onsite observation process or areas they have individually prioritized.

1.3 The idea is to identify areas for improvement; initiate planned actions to meet improvement objectives and assess progress on a systematic basis to ensure the improvements have been institutionalized into normal operations.

1.4 Cooperatives can select and self assign to their cooperative each onsite self assessment section that pertains to their identified improvement areas.

PDF versions of these forms will also be available at the RESAP home page under Self Assessment Forms so you can download and utilize them within your self assessment process.

1.5 Once your self assessment hard copy is completed you can enter your finding online and submit. The person conducting the assessment, the date and assessment results will be saved in the system, allowing you to monitor and track your progress.

1.6 Your self assessment process is designed by your cooperative team as part of a continuous safety improvement process.

When planning your assessment process statewide safety professionals, peer to peer cooperative observers or in-house cooperative employees can be used to conduct these assessments, it is entirely up to each cooperative. The key is having a formalized plan that is monitored and reevaluated on a regular basis to ensure objectives are being met.
D.1 Name of person making these online entries.

D.2 Email address of person making these entries.

D.3 Date or scheduled date (mm/dd/yyyy) of this inspection.

D.4 Name of the system General Manager/CEO:

D.5 Self Assessment performed by:
- Organization Employee
- Statewide Personnel
- Outside service provider
- Other

D.6 Select the type of audit being performed at this system.
- RESAP observation was announced to many.
- RESAP observation was announced to a select few.
- RESAP Observation is unannounced.
- RESAP observation is section based in calendar yr.
11.1 Head protection meets applicable OSHA/ANSI standards and meets specifications for jobs performed.

Criteria:
Head protection hazard assessment for system positions are completed.
Hard hat suspension systems are in good condition.
Electric utility worker head protection is free of decals or decorations as per manufacturer recommendations which may affect the dielectric protection.

ref: 1910.135(a)

- Exceeds Requirements
- Satisfies All Requirements
- Partially Satisfies Requirements
- Fails to Satisfy Requirements
- N/A

11.2 Eye and face protection meets applicable OSHA/ANSI standards and hazard assessment specifications for jobs performed.

Criteria:
Eye and face protection in use and is in good condition.
Eye protection not in use is properly stored.
Clear and tinted safety glasses are issued to all employees.

ref: 1910.133(a) and (b)

- Exceeds Requirements
- Satisfies All Requirements
- Partially Satisfies Requirements
- Fails to Satisfy Requirements
- N/A

11.3 Noise hazard assessments for equipment and areas are completed.

Criteria:
Noise hazard signs, "Hearing Protection Required," are posted in areas and on equipment where protection is needed.

ref: 1910.95

- Exceeds Requirements
- Satisfies All Requirements
- Partially Satisfies Requirements
- Fails to Satisfy Requirements
- N/A

11.4 Hearing protection meets applicable OSHA/ANSI standards, hazard assessment, specifications for jobs performed, and exposure level needs.

Criteria:
Multiple types of hearing protection are available for optimum individual fit and comfort.
When in use, hearing protection is worn in the most effective manner.
When not in use, hearing protection is properly stored.

ref: 1926.101

- Exceeds Requirements
11. Head, Eye, Face, Hearing, Foot, Hand, etc. PPE

11.5 Protective footwear meets applicable OSHA/ANSI standards and specifications for jobs being performed.

Criteria:
Protective footwear hazard assessments have been performed. Protective footwear in use will provide the protection needed.

ref: 1910.136

11.6 Hand protection meets applicable OSHA/ANSI standards and specifications for jobs being performed.

Criteria:
A hand protection hazard assessment has been performed. The hand protection provided is suitable for utility work hazards.

ref: 1910.138

11.7 Interviewed employees can explain when these personal protective items shall be worn, the criteria for proper use, and care needed to keep these items in good condition.

11.8 Reflective Vests - Are safety/reflective vests issued to employees and in good condition?

11.9 Are protective safety chaps available/issued to affected employees who use chain saws.
11.10 The overall evaluation of the onsite field observation team for this section of the assessment is as follows:

Criteria
Strong performance - Questions evaluated as exceeds or satisfies all requirements
Satisfactory performance - Questions evaluated as satisfies all requirements, could be a small number evaluated as exceeds
Generally satisfactory with minor areas for improvement - Questions evaluated as satisfies all or most requirements, improvement areas are minor
Key attention areas for improvement - Questions evaluated as partially satisfies or fails to satisfy requirements in important improvement areas

- Strong Performance
- Satisfactory Performance
- Generally Satisfactory
- Key Attention Areas for Improvement