

OSHA 300A logs



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Last month's column discussed how your union benefits from your active involvement in helping your union perform its duties. We addressed getting involved and participating in the process of contributing to a better work environment. We gave as an example volunteering to join the local Safety and Health Committee and contributing to the union's efforts to work toward a safer work environment.

Postal Bulletin #22381, published by the USPS on Jan. 23, contained a notice advising of an OSHA obligation as follows:

The Occupational Safety and Health Administration (OSHA) requires all Postal Service installation and establishment heads to prepare and post the OSHA Form 300A, Summary of Work-Related Injuries and Illnesses, summary for calendar year (CY) 2013, in accordance with 29 CFR 1904 and

“The accidents/injuries which we suffer in the Postal Service each and every day across this country should be studied, understood and then used as an opportunity to prevent similar accidents/injuries for others.”

the Employee and Labor Relations Manual (ELM) 821, Actions in the Event of Accident, Injury, or Illness.

From February 1, 2014, through April 30, 2014, installations are required to post a copy of the OSHA Form 300A for CY 2013 **in a conspicuous place** at every establishment where employees work or report to work (Emphasis added.)....

When reviewing the OSHA 300 Log, installation heads must pay close attention to column F. Column F includes descriptions of the injury or illness, the parts of the body affected (including which side of the body), and the object or substance that directly injured or made the person ill. For example: ‘Second degree burns on right forearm from acetylene torch....’

Before posting and signing the OSHA Form 300A, the installation or establishment heads are required to review the OSHA 300 Log and the OSHA 300A Summary Reports. When they sign the OSHA Form 300A, they are affirming that they have reviewed both OSHA forms for accuracy and completeness (whether they use the manual or automated versions of the forms).

Now then, what do we do when we review the log? What do you want to do about the accidents that are described on the log? What do you want to do to learn about the cause of those accidents? Whom can you discuss this with who might have the ability to make a change for the better in your work environment?

The above-referenced page from *Postal Bulletin* #22381 can be downloaded from the NALC's safety page at nalc.org/depart/safety.

As I have written in previous columns, we need you to step up and get involved. The accidents/injuries that we suffer in the Postal Service each and every day across this country should be studied, understood and then used as an opportunity to prevent similar accidents/injuries for others.

Employee Assistance Program

April is EAP Awareness month. The NALC, the USPS and the APWU oversee the Employee Assistance Program at the national level and are referred to as the National Joint Committee (NJC). We meet on a monthly basis to review activity and to promote awareness of the resources that are available to assist through EAP.

Have you ever gone online to review the scope of assistance that is in fact available for your use? If not, we encourage you to go to eap4you.com. On its home page, you will find the following admonition: “The EAP is confidential. All EAP counselors have a minimum of a master’s degree in counseling or social work, as well as clinical experience in dealing with a wide range of personal and workplace concerns. Your privacy is protected by strict federal and state confidentiality laws and regulations and by professional ethical standards for counselors....”

We challenge you to click on the red “enter” button and begin searching the pages that are there to assist you. This takes you to the welcome page, which opens the door for you to find out all that EAP can do for you. Explore to your heart’s content and learn what is there.

In your darkest moments, how much would you have appreciated a friend reaching out and asking if you’re OK? And then, how would you have felt if they helped connect you to the assistance that is readily available? EAP is there for you. You can call EAP at 800-EAP-4YOU (800-327-4968).

Keep an eye on each other.

Make the Call!

USPS Employee Assistance Program

1-800-327-4968

(1-800-EAP-4-YOU) TTY: 1-877-492-7341



www.EAP4YOU.com