N = number of injuries and illnesses, or number of lost workdays.
EH = total hours worked by all employees during a month, a quarter, or fiscal year.
200,000 = base for 100 full-time equivalent workers (working 40 hours per week, 50 weeks per year).

(k) The term inspection means a comprehensive survey of all or part of a workplace in order to detect safety and health hazards. Inspections are normally performed during the regular work hours of the agency, except as special circumstances may require. Inspections do not include routine, day-to-day visits by agency occupational safety and health personnel, or routine workplace surveillance of occupational health conditions.

(l) Injury or illness. An injury or illness is an abnormal condition or disorder. Injuries include cases such as, but not limited to, a cut, fracture, sprain, or amputation. Illness includes both acute and chronic illnesses, such as, but not limited to, a skin disease, respiratory disorder, or poisoning.

(m) The term representative of management means a supervisor or management official as defined in the applicable labor-management relations program covering the affected employees.

(n)–(p) [Reserved]

(q) The term Safety and Health Inspector means a safety and/or occupational health specialist or other person authorized pursuant to Executive Order 12196, section 1–201(g), to carry out inspections for the purpose of subpart D of this part, a person having equipment and competence to recognize safety and/or health hazards in the workplace.

(r) The term Safety and Health Official means an individual who manages the occupational safety and/or occupational health program at organizational levels below the Designated Agency Safety and Health Official.

(s) The term Safety and Health Specialist means a person or persons meeting the Office of Personnel Management standards for such occupations, which include but are not limited to:

- Safety and Occupational Health Manager/Specialist GS–018
- Safety Engineer GS–803
- Fire Prevention Engineer GS–804
- Industrial Hygienist GS–600
- Fire Protection and Prevention Specialist/Marshal GS–381
- Health Physicist GS–1396
- Occupational Medicine Physician GS–602
- Occupational Health Nurse GS–610
- Safety Technician GS–019
- Physical Science Technician GS–1311
- Environmental Health Technician GS–699
- Air Safety Investigation Officer GS–1815
- Aviation Safety Specialist GS–1825
- Chemist GS–1320
- Health Technician GS–645
- Highway Safety Manager GS–2125

or equally qualified military, agency, or nongovernment personnel. The agency head shall be responsible for determination and certification of equally qualified personnel.

(t) The term workplace means a physical location where the agency’s work or operations are performed.

(u) The term imminent danger means any conditions or practices in any workplace which are such that a danger exists which could reasonably be expected to cause death or serious physical harm immediately or before the imminence of such danger can be eliminated through normal procedures.

(v) The word serious as used in serious hazard, serious violation or serious condition means a hazard, violation or condition such that there is a substantial probability that death or serious physical harm could result.

(w) The term certified safety and health committee means an agency safety and health committee that meets the provisions of section 1–3 of Executive Order 12196 and of this part, as listed and attested to by the head of each agency in writing to the Secretary.

(x) The term reprisal as used in this part means any act of restraint, interference, coercion or discrimination against an employee for exercising his or her rights under Executive Order 12196 and this part, or for participating in the agency’s safety and health program.


**Subpart B—Administration**

§ 1960.6 Designation of agency safety and health officials.

(a) The head of each agency shall designate an official with sufficient authority and responsibility to represent
effectively the interest and support of
the agency head in the management
and administration of the agency occup-

sectional safety and health program.
This Designated Agency Safety and
Health Official should be of the rank of
Assistant Secretary, or of equivalent
rank, or equivalent degree of responsi-

§ 1960.7 Financial management.

(b) The Designated Agency Safety
and Health Official, management offi-
cials in charge of each establishment,
safety and health officials at all appro-
riate levels, and other management
officials shall be responsible for plan-
ing, requesting resources, imple-
menting, and evaluating the occupa-
tional safety and health program budg-
et in accordance with the regulations
of the Office of Management and Budg-
et Circular A–11 (sections 13.2(f) and
13.5(f)) and other relevant documents.

(c) Appropriate resources for an agen-
cy’s occupational safety and health
program shall include, but not be lim-
ited to:

(1) Sufficient personnel to implement
and administer the program at all lev-
els, including necessary administrative
costs such as training, travel, and per-
sonal protective equipment;

(2) Abatement of unsafe or
unhealthful working conditions related
to agency operations or facilities;

(3) Safety and health sampling, test-
ing, and diagnostic and analytical tools
and equipment, including laboratory
analyses;

(4) Any necessary contracts to iden-
tify, analyze, or evaluate unsafe or
unhealthful working conditions and op-
erations;

(5) Program promotional costs such
as publications, posters, or films;

(6) Technical information, docu-
ments, books, standards, codes, peri-
odicals, and publications; and

(7) Medical surveillance programs for
employees.

§ 1960.8 Agency responsibilities.

(a) The head of each agency shall fur-
nish to each employee employment and
agency’s workplaces so that appro-
priate corrective actions can be taken.

(c) The agency head shall assure that
safety and health officials are des-
ignated at each appropriate level with
sufficient authority and responsibility
to plan for and assure funds for nec-

ecessary safety and health staff, equip-
mment, materials, and training required
to ensure implementation of an effec-
tive occupational safety and health
program.

§ 1960.7

(b) The Designated Agency Safety
and Health Official shall assist the
agency head in establishing:

(1) An agency occupational safety
and health policy and program to carry
out the provisions of section 19 of the
Act, Executive Order 12196, and this
part;

(2) An organization, including provi-
sion for the designation of safety and
health officials at appropriate levels,
with adequate budgets and staffs to im-
plement the occupational safety and
health program at all operational lev-
els;

(3) A set of procedures that ensures
effective implementation of the agency
policy and program as required by sec-
tion 19 of the Act, Executive Order
12196, and the provisions of this part,
considering the mission, size, and
organization of the agency;

(4) Goals and objectives for reducing
and eliminating occupational acci-
dents, injuries, and illnesses;

(5) Plans and procedures for evalu-
ating the agency’s occupational safety
and health program effectiveness at all
operational levels; and

(6) Priorities with respect to the fac-
tors which cause occupational acci-
dents, injuries, and illnesses in the
agency’s workplaces so that appro-
priate corrective actions can be taken.

(1) Sufficient personnel to implement
and administer the program at all lev-
els, including necessary administrative
costs such as training, travel, and per-
sonal protective equipment;

(2) Abatement of unsafe or
unhealthful working conditions related
to agency operations or facilities;

(3) Safety and health sampling, test-
ing, and diagnostic and analytical tools
and equipment, including laboratory
analyses;

(4) Any necessary contracts to iden-
tify, analyze, or evaluate unsafe or
unhealthful working conditions and op-
erations;

(5) Program promotional costs such
as publications, posters, or films;

(6) Technical information, docu-
ments, books, standards, codes, peri-
odicals, and publications; and

(7) Medical surveillance programs for
employees.

§ 1960.8

(a) The head of each agency shall fur-
nish to each employee employment and
a place of employment which are free
from recognized hazards that are caus-
ing or are likely to cause death or seri-
ous physical harm.