

SAFETY PROGRAM ASSESSMENTS AND SAFETY INSPECTIONS

(Revised 12/2000)

- A. The Safety Officer will assess the KFS safety program and inspect all Center facilities at least annually using the most current USGS or BRD Safety Program Audit checklist and other safety guidelines and checklists. Inspections may be announced or unannounced. The Safety Officer shall have access to all facilities for purposes of inspection.
- B. Upon completion of the inspection, the Center Director will be informed of all deficiencies noted. The Center Director and Safety Officer will work together to develop a hazard abatement log indicating the priority for correction of each deficiency, person or persons responsible, and time frame for corrective action.
- C. Individuals responsible for correcting deficiencies will correct them and certify the correction to the Safety Officer within the allotted time frame.
- D. Copies of inspection reports, hazard abatement logs, and other applicable data will be forwarded to the BRD Safety Manager. Deficiencies open more than 90 days will be forwarded to the BRD Safety Office.
- E. Copies of all inspection results will be posted for employee information.