

Portable Fire Extinguishers

WAC 296-800-300

Summary

Important:

The following WISHA rule applies to the placement, use, maintenance, and testing of portable fire extinguishers provided for the use of employees. Your local fire marshall also enforces fire codes which address fire safety that are more comprehensive and may go beyond WISHA rules.

YOUR RESPONSIBILITY:

To provide readily accessible, appropriate portable fire extinguishers for employees in your workplace

You must

Provide portable fire extinguishers in your workplace WAC 296-800-30005	Page 300-3
Select and distribute portable fire extinguishers in your workplace WAC 296-800-30010	Page 300-3
Make sure that portable fire extinguishers are kept fully charged, in operating condition, and left in their designated places WAC 296-800-30015	Page 300-5
Inspect and test all portable fire extinguishers WAC 296-800-30020	Page 300-5
Train your employees to use portable fire extinguishers WAC 296-800-30025	Page 300-9

-Continued-



Portable Fire Extinguishers

WAC 296-800-300

Summary

WAC 296-800-300 (Continued)



Exemptions:

- You are exempt from the requirements of portable fire extinguishers if you have the following:
 - A written fire safety policy that requires the immediate and total evacuation of employees from the workplace when there is a fire alarm signal
 - and**
 - An emergency action plan and a fire prevention plan which meet the requirements of WAC 296-24-567
 - and**
 - Portable fire extinguishers in your workplace that aren't accessible for employee use.
- If another WISHA rule requires portable fire extinguishers, then you must comply with these requirements.
- Where extinguishers are provided but aren't intended for employee use and you have an emergency action plan and a fire prevention plan (which meet the requirements of WAC 296-24-567), then only the requirements of WAC 296-800-30020 apply.



Note:

The introduction has important information about building, electrical and fire codes that may apply to you in addition to WISHA rules. See "How do the WISHA rules relate to building, fire and electrical codes" in the Introduction Section of this book.



Portable Fire Extinguishers

WAC 296-800-300

Rule

WAC 296-800-30005

Provide portable fire extinguishers in your workplace

You must

- (1) Provide approved portable fire extinguishers for your workplace and distribute them so they are readily accessible.
 - Make sure that your portable fire extinguisher doesn't use extinguishing agents such as carbon tetrachloride or chlorobromomethane extinguishing agents. In addition, soda-acid foam, loaded stream, anti-freeze and water extinguishers of the inverting type shall not be recharged or placed into service.
- (2) Mount, locate, and identify portable fire extinguishers so employees can easily reach them, without being subjected to possible injury.

WAC 296-800-30010

Select and distribute portable fire extinguishers in your workplace



Exemption:

- This doesn't apply to the portable fire extinguishers provided for employees to use outside of workplace buildings or structures.
- You are exempt from the distribution requirements of this rule if you have an emergency action plan (that meets requirements of WAC 296-24-567):
 - Which designates certain employees to be the only employees authorized to use the available portable fire extinguishers**and**
 - Requires all other employees in the fire area to immediately evacuate the affected work area upon the sounding of the fire alarm.

-Continued-

Portable Fire
Extinguishers



Portable Fire Extinguishers

WAC 296-800-300

Rule

WAC 296-800-30010 (Continued)

You must

- Provide the correct type of portable fire extinguishers and distribute them in your workplace, depending on the type, size, and severity of fire that could occur.
 - The type of portable fire extinguishers you **must** have in your workplace depends on the types of fire hazards that exist in your workplace.

Type of fire hazard	Maximum distance from fire hazard to a fire extinguisher
Wood, cloth, paper, rubber (Class A Fire Hazards)	No more than 75 feet (22.9 m) Note: You may use uniformly spaced standpipe systems or hose stations instead of Class A portable fire extinguishers, if they meet the requirements of WAC 296-24-602 or 296-24-607
Liquids, grease, gases (Class B Fire Hazards)	No more than 50 feet (15.2 m) Note: You may choose to use a smaller fire extinguisher in lieu of that required for the 50 foot distance. If you choose to have the smaller fire extinguisher, the travel distance must not be greater than 30 feet. See UFC Standard 10 Chapter 3 for the basic minimum extinguisher rating allowed.
Live electrical equipment & circuits (Class C Fire Hazards)	Distribute any Class C portable fire extinguishers the same pattern that you have for any Class A or Class B fire hazards. Note: If the electrical equipment is de-energized, you may use a Class A or Class B portable fire extinguisher.
Powder, flakes, & residue from combustible metals, like magnesium & titanium, that build up over a 2-week period (Class D Fire Hazards)	No more than 75 feet (22.9 m)



Portable Fire Extinguishers

WAC 296-800-300

Rule

WAC 296-800-30015

Make sure that portable fire extinguishers are kept fully charged, in operable condition, and left in their designated places

You must

- Make sure that fire extinguishers found with deficiencies are removed from service and replaced with a suitable fire extinguisher.

WAC 296-800-30020

Inspect and test all portable fire extinguishers

You must

- Perform inspections:
 - Make sure that portable fire extinguishers or hose systems (used instead of fire extinguishers) are visually inspected monthly.
- Perform maintenance checks:
 - Make sure that all portable fire extinguishers are subjected to an annual maintenance check.
 - Keep records of all annual maintenance checks and make available to the department upon request.
 - For 1 year after the last maintenance check
 - or**
 - For the life of the shell, whichever is less.
 - Make sure that equal protection is provided when portable fire extinguishers are removed from service for maintenance and recharging.

-Continued-



Portable Fire Extinguishers

WAC 296-800-300

Rule

WAC 296-800-30020 (Continued)



Exemption:

Most stored pressure extinguishers don't require an internal examination. Examples of those that do require an internal examination are those containing a loaded stream agent.

You must

- Perform hydrostatic testing:



Exemption:

- Dry chemical extinguishers that have nonrefillable disposable containers are exempt from this requirement.
- Manually pressurized pumptanks are exempt from this requirement.

You must

- Make sure that portable extinguishers are hydrostatically tested
 - At the intervals listed in Table 1, of this section.
 - Whenever they show evidence of corrosion or mechanical injury.
- Not perform hydrostatic testing on fire extinguishers if:
 - The unit has been repaired by soldering, welding, brazing, or use of patching compounds.
 - The cylinder or shell threads are damaged.
 - Corrosion has caused pitting, including corrosion under removable name plate assemblies.
 - The extinguisher has been burned in a fire.
 - Calcium chloride extinguishing agents have been used in a stainless steel shell.



Note:

Specific rules regarding conducting hydrostatic tests are covered in WAC 296-24-59212.

-Continued-



Portable Fire Extinguishers

WAC 296-800-300

Rule

WAC 296-800-30020 (Continued)

You must

- Maintain records showing that hydrostatic testing has been performed. Provide the following evidence to the department upon request:
 - Date of test.
 - Test pressure used.
 - The serial number, or other identifier of the fire extinguisher that was tested.
 - Person or agency performing the test.
- Keep records until:
 - The extinguisher is retested

or

 - The extinguisher is taken out of service, whichever comes first.
- Empty and maintain stored-pressure dry chemical extinguishers requiring a 12-year hydrostatic test, every 6 years.
 - When recharging or hydrostatic testing is performed, the 6-year requirement begins from that date.

Portable Fire
Extinguishers



-Continued-

Portable Fire Extinguishers

WAC 296-800-300

Rule

WAC 296-800-30020 (Continued)

Hydrostatic Test Table

Type of Extinguisher	Test Interval (Years)
Stored pressure water and/or antifreeze	5
Wetting agent	5
Foam (stainless steel shell)	5
Aqueous film forming form (AFFF)	5
Loaded stream	5
Dry chemical with stainless steel	5
Carbon dioxide	5
Dry chemical, stored pressure, with mild steel brazed brass or aluminum shells	12
Halon 1211	12
Halon 1301	12
Dry powder, cartridge or cylinder operated, with mild steel shell	12



Note:

Due to a manufacturers recall, stored pressure water extinguishers with a fiberglass shell (pre-1976) are prohibited from hydrostatic testing.



Portable Fire Extinguishers

WAC 296-800-300

Rule

WAC 296-800-30025

Train your employees to use portable fire extinguishers

You must

- Train your employees where you have provided portable fire extinguishers for their use in:
 - The hazards involved with incipient stage fire fighting (the early stage of a fire when it can be extinguished by a portable fire extinguisher).
 - The general principles of fire extinguisher use.
- Provide the training when they are first hired and then annually.



Helpful Tool:

Training Documentation Form

This sample Training Documentation Form can help you demonstrate in writing that each employee who needs training has received and understood it. You can find a copy of this sample form in the Resource Section of this book.



Notes

Exit Routes and Employee Alarm Systems

WAC 296-800-310

Summary

YOUR RESPONSIBILITY:

To provide and maintain emergency exit routes and to install and maintain adequate employee alarm systems

IMPORTANT:

An employer who demonstrates compliance with the exit route provisions of NFPA 101-2000, the Life Safety Code, will be in compliance with the corresponding requirements of this section.

Exit Routes

You must

Provide an adequate number of exit routes WAC 296-800-31005	Page 310-3
Make sure that exit routes are large enough WAC 296-800-31010	Page 310-4
Make sure that exit routes meet their specific design and construction requirements WAC 296-800-31015	Page 310-5
Make sure that each exit route leads outside WAC 296-800-31020	Page 310-6
Provide unobstructed access to exit routes WAC 296-800-31025	Page 310-7
Exit doors must be readily opened from the inside WAC 296-800-31030	Page 310-7
Use side-hinged doors to connect rooms to exit routes WAC 296-800-31035	Page 310-8
Provide outdoor exit routes that meet requirements WAC 296-800-31040	Page 310-8
Minimize danger to employees while they are using emergency exit routes WAC 296-800-31045	Page 310-9

<http://www.lni.wa.gov/>



Exit Routes and Employee Alarm Systems

WAC 296-800-310

Summary

Mark exits adequately WAC 296-800-31050	Page 310-9
Provide adequate lighting for exit routes and signs WAC 296-800-31053	Page 310-10
Maintain the fire retardant properties of paints or other coatings WAC 296-800-31055	Page 310-10
Maintain emergency safeguards WAC 296-800-31060	Page 310-11
Maintain exit routes during construction and repair WAC 296-800-31065	Page 310-11
Provide doors in freezer or refrigerated rooms that open from the inside WAC 296-800-31067	Page 310-12

Employee Alarm Systems

You must

Install and maintain an appropriate employee alarm system WAC 296-800-31070	Page 310-12
Establish procedures for sounding emergency alarms WAC 296-800-31075	Page 310-14
Test the employee alarm system WAC 296-800-31080	Page 310-15



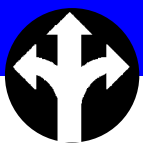
Exemption:

This rule doesn't apply to vehicles, vessels, or other mobile structures.



Note:

The introduction has important information about building, electrical and fire codes that may apply to you in addition to WISHA rules. See "How do the WISHA rules relate to building, fire, and electrical codes" in the Introduction Section of this book.



Exit Routes and Employee Alarm Systems

WAC 296-800-310

Rule

EXIT ROUTES

WAC 296-800-31005

Provide an adequate number of exit routes

You must

- Provide a minimum of 2 exit routes to provide different ways for employees to leave the workplace safely during an emergency (at least 2 of the exit routes must be remote from one another so employees can safely exit if one exit route becomes blocked or unavailable).
- Provide an adequate number (at least 2) of exit routes, considering the kind, number, location and capacity, appropriate to each building according to the following conditions:
 - Number of employees
 - Size of building
 - Arrangement of workplace
 - Building occupancy



Note:

A single exit route is permitted where the number of employees, the size of the building, its occupancy, or the arrangement of the workplace indicates that a single exit will allow all employees to exit safely during an emergency. Other means of escape, such as fire exits or accessible windows, should be available where only one exit route is provided.



Exit Routes and Employee Alarm Systems

WAC 296-800-310

Rule

WAC 296-800-31010

Make sure that exit routes are large enough

You must

- Make sure each exit route is large enough to accommodate the maximum-permitted occupant load for each floor served by the route.
- Make sure the capacity of an exit route doesn't decrease at any point.
- Make sure the exit route has a minimum ceiling height of 7 feet 6 inches and that no projection from the ceiling is less than 6 feet 8 inches from the floor.
 - Objects that stick out into the exit route, such as fans hanging from the ceilings or cabinets on walls, must not reduce the minimum height of the exit route to less than 6 feet 8 inches from the floor.
- Make sure exit routes are at least 28 inches wide at all points between any handrails.
 - If necessary, routes must be wider than 28 inches to accommodate the expected occupant load.
 - Make sure objects that stick out into the exit route, such as cabinets on walls, do not reduce the minimum width of the exit route.



Exit Routes and Employee Alarm Systems

WAC 296-800-310

Rule

WAC 296-800-31015

Make sure that exit routes meet their specific design and construction requirements

You must

- Make sure each exit is a permanent part of the workplace.
- Make sure an exit route has only those openings necessary to permit access to, or exit from, occupied areas of the workplace.
- Make sure any opening into an exit through a fire wall is protected by a self-closing fire door that remains closed.
- Make sure each fire door, its frame, and its hardware is listed or approved by a nationally recognized testing laboratory.
- Make sure construction materials, used to separate an exit route, have at least:
 - One-hour fire resistance rating if the exit connects 3 stories or less.
 - 2-hour fire resistance rating if the exit connects 4 stories or more.
- Make sure employees are provided with stairs or a ramp, if the exit route isn't substantially level.



Exit Routes and Employee Alarm Systems

WAC 296-800-310

Rule

WAC 296-800-31020

Make sure that each exit route leads outside

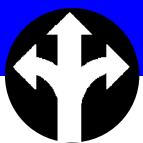
You must

- Make sure that building exit routes lead:
 - Directly outside or to a street, walkway, refuge area,
or
 - To an open space with access to the outside.
 - To streets, walkways, or open spaces large enough to accommodate all building occupants likely to use the exit.
- Make sure the exit routes clearly show the route employees use to leave the building in an emergency.
- Install a standard safeguard with a warning sign, if a doorway or corner of a building could allow an employee to walk in front of an engine or trolley.
- Use doors, partitions, or other effective means to show employees the correct route out of the building, if the stairs in your exit route lead anywhere but out of the building.



Note:

If the stairs in your exit route lead past the exit to the basement, you might install a gate at the point they lead towards that basement. The gate could help your employees stay on the exit route taking them out of the building.



Exit Routes and Employee Alarm Systems

WAC 296-800-310

Rule

WAC 296-800-31025

Provide unobstructed access to exit routes

You must

- (1) Provide exit routes that are always free of obstructions so all employees can safely exit the building during an emergency.
- (2) Make sure employees aren't required to travel to a dead end or through a room that can be locked, such as a restroom.

WAC 296-800-31030

Exit doors must be readily opened from the inside



Exemption:

An exit door may be locked or blocked from the inside in a mental, penal, or correctional institution, if supervisory personnel are continuously on duty and a plan exists to remove employees and inmates during an emergency.

You must

- Make sure all exit doors readily open from the inside without keys, tools, or special knowledge. A device that locks only from the outside, such as a panic bar, is permitted. An exit door must be free of any device or alarm that could restrict emergency use of an exit if the device or alarm fails.



Exit Routes and Employee Alarm Systems

WAC 296-800-310

Rule

WAC 296-800-31035

Use side-hinged doors to connect rooms to exit routes

You must

- Use a side-hinged exit door to connect any room to an exit route. The door must swing out when the room:
 - Is occupied by more than 50 persons
 - or
 - Contains highly flammable or explosive materials.

WAC 296-800-31040

Provide outdoor exit routes that meet these requirements

You must

- Make sure an outdoor exit route (such as an interior balcony, porch, gallery, or roof) meets all requirements for an indoor exit route. In addition, an outdoor exit route must also:
 - Have guardrails to protect unenclosed sides.
 - Be covered if snow or ice is likely to accumulate without regular removal.
 - Be reasonably straight with smooth, solid, substantially level floors.
 - Have no dead ends more than 20 feet long that branch off of the exit route.



Exit Routes and Employee Alarm Systems

WAC 296-800-310

Rule

WAC 296-800-31045

Minimize danger to employees while they are using emergency exit routes

You must

- Maintain each exit route to minimize danger to employees during an emergency.
- Keep each exit route free of explosive or highly flammable furnishings and decorations.
- Not require employees to travel toward areas where high hazard materials are stored, unless the route is protected by partitions or physical barriers. High hazard materials are materials that:
 - Burn quickly
 - Emit poisonous fumes when burned
 - Are explosive

WAC 296-800-31050

Mark exits adequately

You must

- Mark each exit with a clearly visible, distinctive sign reading "EXIT."
- Make sure the letters in the word "EXIT" are at least six inches high and 3/4 inch wide.
- Mark any doorway or passage that might be mistaken for an exit with "NOT AN EXIT" or with an indication of its actual use.
- Make sure exit signs are a distinctive color.
- Make sure signs are posted and arranged along exit routes to adequately show how to get to the nearest exit and clearly indicate the direction of travel.
- Not obstruct or conceal exit signs in any way.
- Keep exit doors free of signs or decorations that obscure their visibility.



Exit Routes and Employee Alarm Systems

WAC 296-800-310

Rule

WAC 296-800-31053

Provide adequate lighting for exit routes and signs

You must

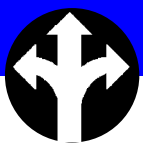
- Illuminate each exit route adequately and reliably.
- Have at least 5 foot-candles illumination from a reliable light source.
- Make sure any exit signs illuminated by artificial lights and made of translucent material (other than internally illuminated types).
 - Have screens, discs or lens of at least 25 square inches in size and
 - Show red or other designated color on the approach side of the exit.
- Make sure brightly lit signs, displays, or objects in or near the line of vision don't distract attention from the exit sign.
- Make sure exit signs that are self-lighting have a minimum luminance surface value of .06 footlamberts.

WAC 296-800-31055

Maintain the fire retardant properties of paints or other coatings

You must

- Maintain any paints or other coatings with fire retardant properties so they retain their fire retardant properties.



Exit Routes and Employee Alarm Systems

WAC 296-800-310

Rule

WAC 296-800-31060

Maintain emergency safeguards

You must

- Maintain each safeguard in proper working order to protect employees during an emergency. Emergency safeguards include items such as:
 - Sprinkler systems
 - Alarm systems
 - Fire doors
 - Exit lighting.

WAC 296-800-31065

Maintain exit routes during construction and repair

You must

- Have enough exit routes that comply with these rules before letting your employees occupy a workplace under new construction.
- Make sure that employees don't occupy an existing workplace unless:
 - All exits and existing fire protection are maintained
 - or
 - Alternate fire protection is provided that ensures an equivalent level of safety.
- Make sure that flammable or explosive materials used during construction or repair don't expose employees to additional hazards or prevent emergency escape.



Exit Routes and Employee Alarm Systems

WAC 296-800-310

Rule

WAC 296-800-31067

Provide doors in freezer or refrigerated rooms that open from the inside

You must

- Make sure that walk-in refrigerators or freezer rooms have doors with opening devices allowing them to be opened from the inside even when they are locked from the outside.

EMPLOYEE ALARM SYSTEMS

WAC 296-800-31070

Install and maintain an appropriate employee alarm system



Exemptions:

- If you have 10 or fewer employees in a particular workplace, you can use direct voice communication to sound the alarm, if all employees can hear it. For this kind of workplace, you don't need a back-up system.
- In workplaces where employees wouldn't otherwise be able to recognize audible or visible alarms, you can use tactile devices to alert them.

You must

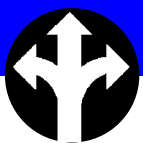
- Make sure that a working employee alarm system with a distinctive signal to warn employees of fire or other emergencies is installed and maintained.



Exemptions:

- You do not need an alarm system if employees can promptly see or smell a fire or other hazard in time to provide adequate warning to other employees.

-Continued-



Exit Routes and Employee Alarm Systems

WAC 296-800-310

Rule

WAC 296-800-31070 (Continued)

- Make sure that the following systems meet the requirements of this rule, if you use them as your employee alarm system:
 - Supervisory alarms.
 - Discharge alarms.
 - Detection systems required on fixed extinguishing systems.
 - Detection systems required on fire suppression systems.
- Make sure that your employee alarm systems are:
 - Providing enough warning to allow employees to safely escape from the workplace, the immediate work area, or both.
 - Noticeable above surrounding noise or light levels by all employees in the affected portions of the workplace.
 - Distinctive and recognizable as a signal, to evacuate the work area.
 - Restored to working order as soon as possible, after each test or alarm.
 - Supervised, if installed after July 1, 1982, and if it has that capacity.
 - Able to alert assigned personnel whenever a malfunction exists in the system.
 - Adequately warning employees of emergencies.
 - Serviced, maintained, and tested by a person trained in the alarm system's design and functions to keep the system operating reliably and safely.
 - In working order, except when undergoing repairs or maintenance.
 - Warning employees of fire or other emergencies with a distinctive signal, if they aren't able to see or smell a fire or other hazard.
 - Manual actuation devices that, if provided, are unobstructed, easy to find, and readily accessible.
 - Using alarm devices, components, combinations of devices, or systems with approved construction and installation. This applies to steam whistles, air horns, strobe lights, or similar lighting devices, as well as tactile devices.

-Continued-



Exit Routes and Employee Alarm Systems

WAC 296-800-310

Rule

WAC 296-800-31070 (Continued)

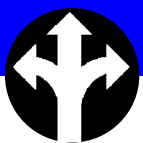
- Supplied with spare alarm devices available to restore the system promptly if a component breaks, is worn, or destroyed.
- Kept in full operating condition by maintaining and replacing power supplies as often as necessary.
- Supplied with a back-up means of alarm, such as employee runners or telephones, when regular systems are out of service.

WAC 296-800-31075

Establish procedures for sounding emergency alarms

You must

- Explain to each employee how to sound the alert for emergencies. Methods of reporting emergencies can include:
 - Manual pull box alarms
 - Public address systems
 - Radio
 - Telephones.
- Post emergency numbers near telephones, employee notice boards, or other conspicuous locations, if you use telephones to report emergencies.
- Require that all emergency messages have priority over all nonemergency messages if the communication system also serves as an employee alarm system.



Exit Routes and Employee Alarm Systems

WAC 296-800-310

Rule

WAC 296-800-31080

Test the employee alarm system

You must

- Test the reliability and adequacy of your employee alarm system every 2 months.
 - Use a different activation device in each test of a multiactuation device system, so the entire alarm system gets tested.
- Make sure that supervised (monitored) employee alarm systems are tested at least once a year for reliability and adequacy.



Notes

Accident Reporting & Investigating

WAC 296-800-320

Summary



YOUR RESPONSIBILITY:

To report and conduct an investigation of certain types of accidents

You must

- Report the death, probable death of any employee, or the in-patient hospitalization of any employee within 8 hours
WAC 296-800-32005 Page 320-2
- Make sure that any equipment involved in an accident isn't moved
WAC 296-800-32010 Page 320-3
- Assign people to assist the Department of Labor and Industries
WAC 296-800-32015 Page 320-4
- Conduct a preliminary investigation for all serious injuries
WAC 296-800-32020 Page 320-5
- Document the investigation findings
WAC 296-800-32025 Page 320-6



Note:

Call the nearest office of the Department of Labor and Industries at 1-800-4BE SAFE or call Occupational Safety and Health Administration (OSHA) at 1-800-321-6742, to report the death, probable death of any employee or the in-patient hospitalization of 2 or more employees within 8 hours, after handling medical emergencies.



Accident Reporting & Investigating

WAC 296-800-320

Rule

WAC 296-800-32005

Report the death, probable death of any employee, or the in-patient hospitalization of any employee within 8 hours

(1) You must report to us within eight hours of an incident that:

- Causes a fatal or possibly fatal injury
- Causes injury requiring in-patient hospitalization of any employee

To report, contact your nearest labor and industries office by phone or in person, or call the OSHA toll-free hotline, 1-800-321-6742.

Exception:

If you do not learn of the reportable incident when it happens, you must report it within eight hours of learning about the incident.

(2) Your report must include:

- Establishment name
- Location of the incident
- Time of the incident
- Number of fatalities, hospitalized employees, or pesticide exposures
- Contact person
- Phone number
- Brief description of the incident

(3) Fatalities or hospitalizations that occur within thirty days of an incident must also be reported.

Accident Reporting & Investigating

WAC 296-800-320

Rule

WAC 296-800-32010

Make sure that any equipment involved in an accident isn't moved

You must

- Not move equipment involved in a work or work related accident or incident if any of the following results:
 - A death
 - A probable death
 - An employees hospitalization.
- Not move the equipment until a representative of the Department of Labor and Industries investigates the incident and releases the equipment unless:
 - Moving the equipment is necessary to:
 - Remove any victims.
 - Prevent further incidents and injuries.



Helpful Tool:

Accident/Incident Table

The Accident/Incident table can help you in the event of an accident or incident. You can find a copy of this table in the Resource Section of this book.





Accident Reporting & Investigating

WAC 296-800-320

Rule

WAC 296-800-32015

Assign people to assist the Department of Labor and Industries

You must

- Assign witnesses and other employees to assist Department of Labor and Industries personnel who arrive at the scene to investigate the incident involving:
 - A death
 - Probable death
 - An employees hospitalization.Include:
 - The immediate supervisor
 - Employees who were witnesses to the incident
 - Other employees the investigator feels are necessary to complete the investigation.

Accident Reporting & Investigating

WAC 296-800-320

Rule

WAC 296-800-32020

Conduct a preliminary investigation for all serious injuries

You must

- Make sure your preliminary investigation is conducted to evaluate the facts relating to the cause of the incident by the following people:
 - A person designated by the employer.
 - The immediate supervisor of the injured employee.
 - Witnesses.
 - An employee representative, such as a shop steward or other person chosen by the employees to represent them.
 - Any other person who has the experience and skills.
- If the employee representative is the business agent of the employee bargaining unit and is unavailable to participate without delaying the investigation group, you may proceed, by using one of the following:
 - The shop steward.
 - An employee representative member of your safety committee.
 - A person selected by all employees to represent them.



Note:

A preliminary investigation includes noting information such as the following:

- Where did the accident or incident occur?
- What time did it occur?
- What people were present?
- What was the employee doing at the time of the accident or incident?
- What happened during the accident or incident?





Accident Reporting & Investigating

WAC 296-800-320

Rule

WAC 296-800-32025

Document the preliminary investigation findings

You must

- Document the preliminary investigation findings for use at any formal investigation.



Helpful Tool:

Accident Investigation Report

The Accident Investigation Report can help you report and investigate workplace accidents. You can find a sample copy of the report in the Resource Section of this book.

Releasing Accident Investigation Reports

WAC 296-800-330

Rule

The Department must

- Keep accident investigations and related reports confidential.
- Not freely release results of accident investigations and related reports that are confidential.
- Make available accident investigation reports, without the need of a court order, only to the following:
 - Injured workers, their legal representatives, or their labor organization representatives.
 - The legal representative or labor organization representative of a deceased worker.
 - The employer of any injured or deceased worker.
 - Any other employer or person whose actions or business operations are the subject of the report or investigation.
 - Any attorney representing a party in any pending legal action in which an investigative report constitutes material and relevant evidence.
 - Employees of governmental agencies in the performance of their official duties.
 - Any beneficiary of a deceased worker actually receiving benefits under the terms of Title 51 RCW, the Industrial Insurance Act.



Note:

The records officer may provide accident investigation reports to the closest surviving member of the deceased worker's immediate family.



Notes

Protecting the Identity of the Source of Confidential Information

WAC 296-800-340

Summary/Contents/Rules

The Department must

- Not reveal the source of information when a promise has been made to keep the identity of the source confidential.
- Not disclose information that would reveal the source's identity, whenever a department file contains an investigative report or information from a source under a promise of confidentiality.
 - The contents of an investigative report may be withheld only to the extent necessary to conceal the identity of the source.
 - When information is withheld, the records officer must give a general characterization of the information withheld, but must not reveal the identity of the information's source.

Notes

Using Standards from National Organizations & Federal Agencies

WAC 296-800-360

Rule

YOUR RESPONSIBILITY:

To use the safety and health standards from national organizations and federal agencies, when directed to by WISHA rules

WAC 296-800-36005

Comply with standards of national organizations or federal agencies when referenced in WISHA rules

You must

- Use the following to be in compliance with WISHA rules:
 - The edition of the standard specified in the WISHA rule
- or
- Any edition published after the edition specified in the WISHA rule.



Note:

The specific standards referenced in the WISHA rules are available:

- For review at your local Department of Labor and Industries office
- See <http://www.wa.gov/lni/pa/direct.htm>
- Through the local library system
- Through the issuing organization.



Notes

WAC 296-800-370

Definitions

Abatement Action Plans

Refers to your written plans for correcting a WISHA violation.

Abatement date

The date on the citation when you must comply with specific safety and health standards listed on the Citation and Notice of assessment or the corrective notice of redetermination.

Acceptable

As used in Electrical, WAC 296-800-280 means an installation or equipment is acceptable to the Director of Labor and Industries, and approved

- If it is accepted, or certified, or listed, or labeled, or otherwise determined to be safe by a nationally recognized testing laboratory
- or
- With respect to an installation or equipment of a kind which no nationally recognized testing laboratory accepts, certifies, lists, labels, or determines to be safe, if it is inspected or tested by another federal agency, or by a state, municipal, or other local authority responsible for enforcing occupational safety provisions of the National Electrical Code, and found in compliance with the provisions of the National Electrical Code as applied in this section
- or
- With respect to custom-made equipment or related installations which are designed, fabricated for, and intended for use by a particular customer, if it is determined to be safe for its intended use by its manufacturer on the basis of test data which the employer keeps and makes available for inspection to the director and his/her authorized representatives. Refer to federal regulation 29 CFR 1910.7 for definition of nationally recognized testing laboratory.

Accepted

As used in Electrical, WAC 296-800-280 means an installation is accepted if it has been inspected and found by a nationally recognized testing laboratory to conform to specified plans or to procedures of applicable codes.



Definitions

WAC 296-800-370

Access

As used in Material Safety Data Sheets (MSDSs) as Exposure Records, WAC 296-800-180 means the right and opportunity to examine and copy exposure records.

Affected employees

As used in WISHA Appeals, Penalties and Other Procedural Rules, WAC 296-800-350 means employees exposed to hazards identified as violations in a citation.

Analysis using exposure or medical records

- An analysis using exposure records or medical records can be any collection of data or a statistical study. It can be based on either
 - Partial or complete information from individual employee exposure or medical records
 - or
 - Information collected from health insurance claim records.
- The analysis is not final until it has been
 - Reported to the employer
 - or
 - Completed by the person responsible for the analysis.

ANSI

This is an acronym for the American National Standards Institute.

Approved means:

- Approved by the Director of the Department of Labor and Industries or their authorized representative, or by an organization that is specifically named in a rule, such as Underwriters' Laboratories (UL), Mine Safety and Health Administration (MSHA), or the National Institute for Occupational Safety and Health (NIOSH).
- As used in Electrical, WAC 296-800-280 means acceptable to the authority enforcing this section. The authority enforcing this section is the Director of Labor and Industries. The definition of acceptable indicates what is acceptable to the Director and therefore approved.

Assistant director

The assistant director for the WISHA services division at the Department of Labor and Industries or his/her designated representative.

1 • 800 • 4BE SAFE (1 • 800 • 423 • 7233)



ASTM

This is an acronym for American Society for Testing and Materials.

Attachment plug or plug

As used in the Basic Electrical Rules, WAC 296-800-280, means the attachment at the end of a flexible cord or cable that is part of a piece of electrical equipment. When it is inserted into an outlet or receptacle, it connects the conductors supplying electrical power from the outlet to the flexible cable.

Bare conductor

A conductor that does not have any covering or insulation.

Bathroom

A room maintained within or on the premises of any place of employment, containing toilets that flush for use by employees.

Biological agents

Organisms or their by-products.

Board

As used in WISHA Appeals, Penalties and Other Procedural Rules, WAC 296-800-350 means the Board of Industrial Insurance Appeals.

Ceiling

An exposure limit that must not be exceeded during any part of the employee's workday. The ceiling must be determined over the shortest time period feasible and shouldn't exceed 15 minutes.

Certification

As used in WISHA Appeals, Penalties and Other Procedural Rules, WAC 296-800-350 means refers to an employer's written statement describing when and how a citation violation was corrected.

CFR

This is an acronym for Code of Federal Regulations.

Chemical

Any element, chemical compound, or mixture of elements and/or compounds.

<http://www.lni.wa.gov/>



Definitions

WAC 296-800-370

Chemical agents (airborne or contact)

A chemical agent is any of the following:

- Airborne chemical agent which is any of the following:
 - Dust - solid particles suspended in air, that are created by actions such as:
 - Handling
 - Drilling
 - Crushing
 - Grinding
 - Rapid impact
 - Detonation
 - Decrepitation of organic or inorganic materials such as rock, ore, metal, coal, wood, and grain.
 - Fume - solid particles suspended in air, that are created by condensation from the gaseous state.
 - Gas - a normally formless fluid, such as air, which can be changed to the liquid or solid state by the effect of increased pressure or decreased temperature or both.
 - Mist - liquid droplets suspended in air. Mist is created by:
 - Condensation from the gaseous to the liquid state;
or
 - Converting a liquid into a dispersed state with actions such as splashing, foaming, spraying or atomizing.
 - Vapor - the gaseous form of a substance that is normally in the solid or liquid state.
- Contact chemical agent which is any of the following:
 - Corrosive - a substance that, upon contact, causes destruction of living tissue by chemical action, including acids with a pH of 2.5 or below or caustics with a pH of 11.0 or above.
 - Irritant - a substance that will induce a local inflammatory reaction upon immediate, prolonged, or repeated contact with normal living tissue.
 - Toxicant - a substance that has the inherent capacity to produce personal injury or illness to individuals by absorption through any body surface.



Chemical manufacturer

An employer with a workplace where one or more chemicals are produced for use or distribution.

Chemical name

The scientific designation of a chemical in accordance with one of the following:

- The nomenclature system developed by the International Union of Pure and Applied Chemistry (IUPAC)
- The Chemical Abstracts Service (CAS) rules of nomenclature
- A name which will clearly identify the chemical for the purpose of conducting a hazard evaluation.

Circuit breaker

- Is a device used to manually open or close a circuit. This device will also open the circuit automatically and without damage to the breaker when a predetermined overcurrent is applied. (600 volts nominal or less)
- Is a switching device capable of making, carrying, and breaking currents under normal circuit conditions, and also making, carrying for a specified time, and breaking currents under specified abnormal circuit conditions, such as those of short circuit. (Over 600 volts nominal.)

Citation

Refers to the Citation and Notice issued to an employer for any violation of WISHA safety and health rules. A Citation and Notice may be referred to as a Citation and Notice of assessment but is more commonly referred to as a citation.

Combustible liquid

A combustible liquid has a flashpoint of at least 100°F (37.8°C) and below 200°F (93.3°C). Mixtures with at least 99% of their components having flashpoints of 200°F (93.3°C) or higher are not considered combustible liquids.

Commercial account

As used in Employers Chemical Hazard Communication, WAC 296-800-170, means an arrangement in which a retail distributor sells hazardous chemical(s) to an employer, generally in large quantities over time, and/or at costs that are below the regular retail price.



Definitions

WAC 296-800-370

Common name

As used in Employers Chemical Hazard Communication, WAC 296-800-170, means any designation or identification such as:

- Code name
- Code number
- Trade name
- Brand name
- Generic name used to identify a chemical other than by its chemical name.

Compressed gas

A gas or mixture of gases that, when in a container, has an absolute pressure exceeding

- 40 psi at 70°F (21.1°C)

or

- 104 psi at 130°F (54.4°C) regardless of the pressure at 70°F (21.1°C).

Compressed gas can also mean a liquid with a vapor pressure that exceeds 40 psi at 100°F (37.8°C)

Conductor

A wire that transfers electric power.



Container

As used in Employer Chemical Hazard Communications, WAC 296-800-170, means any container, except for pipes or piping systems, that contains a hazardous chemical. It can be any of the following:

- Bag
- Barrel
- Bottle
- Box
- Can
- Cylinder
- Drum
- Reaction vessel
- Storage tank.

Correction date

The date by which a violation must be corrected. Final orders or extensions that give additional time to make corrections establish correction dates. A correction date established by an order of the board of industrial insurance appeals remains in effect during any court appeal unless the court suspends the date.

Corrective notice

Refers to a notice changing a citation and is issued by the department after a citation has been appealed.

Corrosive

A substance that, upon contact, causes destruction of living tissue by chemical action, including acids with a pH of 2.5 or below or caustics with a pH of 11.0 or above.



Definitions

WAC 296-800-370

Covered conductor

A conductor that is covered by something else besides electrical insulation.

Damp location

As used in Basic Electrical Rules, WAC 296-800-280, means partially protected areas that are exposed to moderate moisture. Outdoor examples include roofed open porches and marquees. Interior examples include basements and barns.

Department

Those portions of the Department of Labor and Industries responsible for enforcing the Washington Industrial Safety Act (WISHA).

Designated representative

- Any individual or organization to which an employee gives written authorization.
- A recognized or certified collective bargaining agent without regard to written employee authorization.
- The legal representative of a deceased or legally incapacitated employee.

Director

The Director means the Director of the Department of Labor and Industries or their designee.

Distributor

A business, other than a chemical manufacturer or importer, that supplies hazardous chemicals to other distributors or to employers.

Documentation

As used in WISHA Appeals, Penalties and Other Procedural Rules, WAC 296-800-350 means material that you submit to prove that a correction is completed. Documentation includes, but is not limited to, photographs, receipts for materials and/or labor.

Dry location

As used in Basic Electrical Requirements, WAC 296-800-280 means areas not normally subjected to damp or wet conditions. Dry locations may become temporarily damp or wet, such as when constructing a building.



Dust

Solid particles suspended in air that are created by actions such as:

- Handling
- Drilling
- Crushing
- Grinding
- Rapid impact
- Detonation
- Decrepitation of organic or inorganic materials such as rock, ore, metal, coal, wood, and grain.

Electrical outlets

Places on an electric circuit where power is supplied to equipment through receptacles, sockets, and outlets for attachment plugs.

Emergency washing facilities

Emergency washing facilities are emergency showers, eyewashes, eye/face washes, hand-held drench hoses, or other similar units.

Employee

Based on chapter 49.17 RCW, the term employee and other terms of like meaning, unless the context of the provision containing such term indicates otherwise, means an employee of an employer who is employed in the business of his or her employer whether by way of manual labor or otherwise and every person in this state who is engaged in the employment of or who is working under an independent contract the essence of which is personal labor for an employer under this standard whether by way of manual labor or otherwise.



Definitions

WAC 296-800-370

Employee exposure record

As used in Material Safety Data Sheets (MSDSs) as Exposure Records, WAC 296-800-180 means a record containing any of the following kinds of information:

- Environmental (workplace) monitoring or measuring of a toxic substance or harmful physical agent, including personal, area, grab, wipe, or other form of sampling, as well as related collection and analytical methodologies, calculations, and other background data relevant to interpretation of the results obtained
- Biological monitoring results which directly assess the absorption of a toxic substance or harmful physical agent by body systems (e.g., the level of a chemical in the blood, urine, breath, hair, fingernails, etc.) but not including results which assess the biological effect of a substance or agent or which assess an employee's use of alcohol or drugs
- Material Safety Data Sheets indicating that the material may pose a hazard to human health
or
- In the absence of the above, a chemical inventory or any other record which reveals where and when used and the identity (e.g., chemical, common or trade name) of a toxic substance or harmful physical agent.

Employer

Based on chapter 49.17 RCW, an employer is any person, firm, corporation, partnership, business trust, legal representative, or other business entity which engages in any business, industry, profession, or activity in this state and employs one or more employees or who contracts with one or more persons, the essence of which is the personal labor of such person or persons and includes the state, counties, cities, and all municipal corporations, public corporations, political subdivisions of the state, and charitable organizations: Provided, that any persons, partnership, or business entity not having employees, and who is covered by the Industrial Insurance Act must be considered both an employer and an employee.

Exit

Provides a way of travel out of the workplace.

Exit route

A continuous and unobstructed path of exit travel from any point within a workplace to safety outside.



Explosive

A chemical that causes a sudden, almost instant release of pressure, gas, and heat when exposed to a sudden shock, pressure, or high temperature.

Exposed live parts

Electrical parts that are:

- Not suitably guarded, isolated, or insulated
- and
- Capable of being accidentally touched or approached closer than a safe distance.

Exposed wiring methods

Involve working with electrical wires that are attached to surfaces or behind panels designed to allow access to the wires.

Exposure or exposed

As used in Employer Chemical Hazard Communication, WAC 296-800-170, and Material Safety Data Sheets (MSDSs) as Exposure Records, WAC 296-800-180. An employee has been, or may have possibly been, subjected to a hazardous chemical, toxic substance or harmful physical agent while working. An employee could have been exposed to hazardous chemicals, toxic substances, or harmful physical agents in any of the following ways:

- Inhalation
- Ingestion
- Skin contact
- Absorption
- Related means.

-Continued-



Definitions

WAC 296-800-370

WAC 296-800-370 (Continued)

The terms exposure and exposed only cover workplace exposure involving a toxic substance or harmful physical agent in the workplace different from typical nonoccupational situations in the way it is

- Used
- Handled
- Stored
- Generated
- Present.

Exposure record

See definition for employee exposure record.

Extension ladder

A portable ladder with 2 or more sections and is not self-supporting. The 2 or more sections travel in guides or brackets that let you change the length. The size of a portable ladder is determined by adding together the length of each section.

Failure-to-abate

Any violation(s) resulting from not complying with an abatement date.

Final order

Any of the following (unless an employer or other party files a timely appeal):

- Citation and Notice
- Corrective Notice
- Decision and Order from the Board of Industrial Insurance Appeals
- Denial of Petition for review from the Board of Industrial Insurance Appeals

or

- Decision from a Washington State Superior Court, Court of Appeals, or the State Supreme Court.



Final order date

The date a final order is issued.

First aid

The extent of treatment you would expect from a person trained in basic first aid, using supplies from a first-aid kit.

Tests, such as X-rays, must not be confused with treatment.

Flammable

A chemical covered by one of the following categories:

- Aerosol flammable means an aerosol that, when tested by the method described in 16 CFR 1500.45 yields either a flame projection more than 18 inches at full valve opening or a flashback (a flame extending back to the valve) at any degree of valve opening.
- Gas, flammable means:
 - A gas that, at temperature and pressure of the surrounding area, forms a flammable mixture with air at a concentration of 13% by volume or less.
 - or
 - A gas that, at temperature and pressure of the surrounding area, forms a range of flammable mixtures with air wider than 12% by volume, regardless of the lower limit.
- Liquid, flammable means any liquid having a flashpoint below 100°F (37.8°C), except any mixture having components with flashpoints of 100°F (37.8°C) or higher, the total of which make up 99% or more of the total volume of the mixture.
- Solid, flammable means a solid, other than a blasting agent or explosive as defined in 29 CFR 1910.109(a), that is likely to cause fire through friction, moisture absorption, spontaneous chemical change, or retained heat from manufacturing or processing, or which can be ignited readily. Solid, inflammable also means that when the substance is ignited, it burns so powerfully and persistently that it creates a serious hazard. A chemical must be considered to be a flammable solid if, when tested by the method described in 16 CFR 1500.44, it ignites and burns with a self-sustained flame at a rate greater than one-tenth of an inch per second along its major axis.



Definitions

WAC 296-800-370

Flashpoint

- The minimum temperature at which a liquid gives off a vapor in sufficient concentration to ignite when tested by any of the following measurement methods:
 - Tagliabue closed tester: (See American National Standard Method of Test for Flashpoint by Tag Closed Tester, Z11.24-1979 (ASTM D 56-79)) for liquids with a viscosity of less than 45 Saybolt Universal Seconds (SUS) at 100°F (37.8°C), that do not contain suspended solids and do not have a tendency to form a surface film under test.
 - or
 - Pensky-Martens closed tester: (See American National Standard Method of Test for Flashpoint by Pensky-Martens Closed Tester, Z11.7-1979 (ASTM D 93-79)) for liquids with a viscosity equal to or greater than 45 SUS at 100°F (37.8°C), or that contain suspended solids, or that have a tendency to form a surface film under test; or
 - Setaflash closed tester. (See American National Standard Method of Test for Flashpoint by Setaflash Closed Tester (ASTM D 3278-78)).



Note:

Organic peroxides, which undergo auto accelerating thermal decomposition, are excluded from any of the flashpoint measurement methods specified above.

Flexible cords and cables

Typically used to connect electrical equipment to an outlet or receptacle. These cords can have an attachment plug to connect to a power source or can be permanently wired into the power source. Flexible cords, extension cords, cables and electrical cords are all examples of flexible cord.



Floor hole

An opening in any floor, platform, pavement, or yard that measures at least one inch but less than 12 inches at its smallest dimension and through which materials and tools (but not people) can fall.

Examples of floor holes are:

- Belt holes
- Pipe openings
- Slot openings.

Floor opening

An opening in any floor, platform, pavement, or yard that measures at least 12 inches in its smallest dimension and through which a person can fall.

Examples of floor openings are:

- Hatchways
- Stair or ladder openings
- Pits
- Large manholes

The following are **NOT** considered floor openings:

- Openings occupied by elevators
- Dumbwaiters
- Conveyors
- Machinery
- Containers.



Definitions

WAC 296-800-370

Foreseeable emergency

As used in Employer Chemical Hazard Communications, WAC 296-800-170 means any potential event that could result in an uncontrolled release of a hazardous chemical into the workplace. Examples of foreseeable emergencies include equipment failure, rupture of containers, or failure of control equipment.

Fume

Solid particles suspended in air that are created by condensation from the gaseous state.

Gas

A normally formless fluid, such as air, which can be changed to the liquid or solid state by the effect of increased pressure or decreased temperature or both.

Ground

As used in Electrical, WAC 296-800-280, a connection between an electrical circuit or equipment and the earth or other conducting body besides the earth. This connection can be intentional or accidental.

Grounded

A connection has been made between an electrical circuit or equipment and the earth or another conducting body besides the earth.

Grounded conductor

A system or circuit conductor that is intentionally grounded.

Ground-fault circuit-interrupter

A device whose function is to interrupt the electric circuit to the load when a fault current to ground exceeds some predetermined value that is less than that required to operate the over-current protective device of the supply circuit.

Grounding conductor

Is used to connect equipment or the grounded circuit of a wiring system to a grounding electrode or electrodes.

Grounding conductor, equipment

A conductor used to connect noncurrent-carrying metal parts of equipment, raceways, and other enclosures to the system grounded conductor and/or the grounding electrode conductor at the service equipment or at the source of a separately derived system.

1 • 800 • 4BE SAFE (1 • 800 • 423 • 7233)



Guarded

Covered, shielded, fenced, enclosed, or otherwise protected by means of suitable covers, casings, barriers, rails, screens, mats, or platforms to remove the likelihood of being accidentally touched or approached closer than a safe distance.

Hand-held drench hoses

Hand-held drench hoses are single-headed emergency washing devices connected to a flexible hose that can be used to irrigate and flush the face or other body parts.

Handrail

A single bar or pipe supported on brackets from a wall or partition to provide a continuous handhold for persons using a stair.

Harmful physical agent

Any physical stress such as, noise, vibration, repetitive motion, heat, cold, ionizing and nonionizing radiation, and hypo- or hyperbaric pressure, etc.) which:

- Is listed in the latest edition of the National Institute for Occupational Safety and Health (NIOSH) Registry of Toxic Effects of Chemical Substances (RTECS);
- or
- Has shown positive evidence of an acute or chronic health hazard in testing conducted by, or known to, the employer;
- or
- Is the subject of a material safety data sheet kept by or known to the employer showing that the material may pose a hazard to human health.

Hazard

Any condition, potential or inherent, which can cause injury, death, or occupational disease.



Definitions

WAC 296-800-370

Hazard warning

As used in Employer Chemical Hazard Communications, WAC 296-800-170 means can be a combination of words, pictures, symbols, or combination appearing on a label or other appropriate form of warning which shows the specific physical and health hazard(s), including target organ effects, of the chemical(s) in the container(s).



Note:

See definition for physical hazard and health hazard to determine which hazards must be covered.

Hazardous chemical

Any chemical that is a physical or health hazard.

Health hazard

A chemical, mixture, biological agent, or physical agent that may cause health effects in short- or long-term exposed employees. Based on statistically significant evidence from at least one study conducted using established scientific principles. Health hazards include:

- Carcinogens
- Toxic or highly toxic agents
- Reproductive toxins
- Irritants
- Corrosives
- Sensitizers
- Hepatotoxins (liver toxins)
- Nephrotoxins (kidney toxins)
- Neurotoxins (nervous system toxins)

-Continued-



WAC 296-800-370 (Continued)

- Substances that act on the hematopoietic system (blood or blood-forming system)
- Substances that can damage the lungs, skin, eyes, or mucous membranes
- Hot or cold conditions.

Hospitalization

To be sent to, to go to, or be admitted to, a hospital or an equivalent medical facility and receive medical treatment beyond first-aid treatment, regardless of the length of stay in the hospital or medical facility.

Identity

As used in Employer Chemical Hazard Communications, WAC 296-800-170 any chemical or common name listed on the Material Safety Data Sheet (MSDS) for the specific chemical. Each identity used must allow cross-references among the:

- Required list of hazardous chemicals
- Chemical label
- MSDSs.

Imminent danger violation

Any violation(s) resulting from conditions or practices in any place of employment, which are such that a danger exists which could reasonably be expected to cause death or serious physical harm, immediately or before such danger can be eliminated through the enforcement procedures otherwise provided by the Washington Industrial Safety and Health Act.

Importer

The first business within the Customs Territory of the USA that:

- Receives hazardous chemicals produced in other countries
- and
- Supplies them to distributors or employers within the USA.



Definitions

WAC 296-800-370

Insulated

A conductor has been completely covered by a material that is recognized as electrical insulation and is thick enough based on

- The amount of voltage involved
- and
- The type of covering material.

Interim waiver

An order granted by the department allowing an employer to vary from WISHA requirements until the Department decides to grant a permanent or temporary waiver.

Irritant

A substance that will induce a local inflammatory reaction upon immediate, prolonged, or repeated contact with normal living tissue.

Ladder

Consists of 2 side rails joined at regular intervals by crosspieces called steps, rungs, or cleats. These steps are used to climb up or down.

Listed

Equipment is listed if it:

- Is listed in a publication by a nationally recognized laboratory (such as UL, underwriters laboratory) that inspects the production of that type of equipment.
- and
- States the equipment meets nationally recognized standards or has been tested and found safe to use in a specific manner.

Material Safety Data Sheet (MSDS)

Written, printed, or electronic information (on paper, microfiche, or on-screen) that informs manufacturers, distributors, employers or employees about a hazardous chemical, its hazards, and protective measures as required by Material Safety Data Sheet and Label Preparation, chapter 296-839 WAC.



Definitions

WAC 296-800-370

Medical treatment

Treatment provided by a physician or by registered professional personnel under the standing orders of a physician. Medical treatment does not include first-aid treatment even if provided by a physician or registered professional personnel.

Mist

Liquid droplets suspended in air. Mist is created by:

- Condensation from the gaseous to the liquid state;
or
- Converting a liquid into a dispersed state with actions such as splashing, foaming, spraying or atomizing.

Mixture

As used in Employer Chemical Hazard Communication, WAC 296-800-170, any combination of 2 or more chemicals (if that combination did not result from a chemical reaction).

Movable equipment

As used in WAC 296-800-35052, a hand-held or nonhand-held machine or device

- That is powered or nonpowered
and
- Can be moved within or between worksites.

Must

Must means mandatory.

NEMA

These initials stand for National Electrical Manufacturing Association.

NFPA

This is an acronym for National Fire Protection Association.

Nose

The portion of the stair tread that projects over the face of the riser below it.



Definitions

WAC 296-800-370

Occupational Safety and Health Administration (OSHA)

Created in 1970 when the U.S. Congress passed the Occupational Safety and Health Act, the Occupational Safety and Health Administration (OSHA) provides safety on the job for workers. OSHA oversees state plans (such as WISHA in Washington) that have elected to administer the safety and health program for their state. OSHA requires WISHA rules to be at least as effective as OSHA rules.

Office work environment

An indoor or enclosed occupied space where clerical work, administration, or business is carried out.

In addition, it includes:

- Other workplace spaces controlled by the employer and used by office workers, such as cafeterias, meeting rooms, and washrooms.
- Office areas of manufacturing and production facilities, not including process areas.
- Office areas of businesses such as food and beverage establishments, agricultural operations, construction, commercial trade, services, etc.

Open riser

A stair step with an air space between treads has an open riser.

Organic peroxide

This is an organic compound containing the bivalent-O-O-structure. It may be considered a structural derivative of hydrogen peroxide if one or both of the hydrogen atoms has been replaced by an organic radical.

Outlet

See definition for electrical outlets.

Oxidizer

A chemical other than a blasting agent or explosive as defined in WAC 296-52-60130 or CFR 1910.109(a), that starts or promotes combustion in other materials, causing fire either of itself or through the release of oxygen or other gases.



Permissible exposure limits (PELs)

Permissible exposure limits (PELs) are employee exposures to toxic substances or harmful physical agents that must not be exceeded. PELs are specified in applicable WISHA rules.

Person

Based on chapter 49.17 RCW, one or more individuals, partnerships, associations, corporations, business trusts, legal representatives, or any organized group of persons.

Personal eyewash units

Personal eyewash units are portable, supplementary units that support plumbed units or self-contained units, or both, by delivering immediate flushing for less than 15 minutes.

Personal service room

Used for activities not directly connected with a business' production or service function such as:

- First-aid
- Medical services
- Dressing
- Showering
- Bathrooms
- Washing
- Eating.

Personnel

See the definition for employees.



Definitions

WAC 296-800-370

Physical hazard

As used in Employer Chemical Hazard Communication, WAC 296-800-170 means a chemical that has scientifically valid evidence to show it is one of the following:

- Combustible liquid
- Compressed gas
- Explosive
- Flammable
- Organic peroxide
- Oxidizer
- Pyrophoric
- Unstable (reactive)
- Water reactive.

Platform

Platform means an extended step or landing that breaks a continuous run of stairs.

Plug

See definition for attachment plug.

Potable water

Water that you can safely drink. It meets specific safety standards prescribed by the United States Environmental Protection Agency's National Interim Primary Drinking Water Regulations, published in 40 CFR Part 141, and 40 CFR 147.2400.



Predictable and regular basis

Employee functions such as, but not limited to, inspection, service, repair and maintenance which are performed:

- At least once every 2 weeks

or

- 4 man-hours or more during any sequential 4-week period. (To calculate man-hours multiply the number of employees by the number of hours during a 4-week period.)

Produce

As used in Employer Chemical Hazard Communication, WAC 296-800-170, any one of the following:

- Manufacture
- Process
- Formulate
- Blend
- Extract
- Generate
- Emit
- Repackage.

Purchaser

As used in Employer Chemical Hazard Communication, WAC 296-800-170, an employer who buys one or more hazardous chemicals to use in their workplace.

Pyrophoric

A chemical is pyrophoric if it will ignite spontaneously in the air when the temperature is 130°F (54.4°C) or below.



Definitions

WAC 296-800-370

Qualified person

A person who has successfully demonstrated the ability to solve problems relating to the subject matter, work, or project, either by:

- Possession of a recognized degree, certificate, or professional standing;

or

- Extensive knowledge, training and experience.

Railing or standard railing

A vertical barrier erected along exposed edges of a floor opening, wall opening, ramp, platform, or runway to prevent falls of persons.

Reassume jurisdiction

The department has decided to take back its control over a citation and notice being appealed.

Receptacle or receptacle outlet

As used in Basic Electrical Rules, WAC 296-800-280 means outlets that accept a plug to supply electric power to equipment through a cord or cable.

Record

A record is any item, collection, or grouping of information. Examples include:

- Paper document
- Microfiche
- Microfilm
- X-ray film
- Computer record.

Repeat violation

A violation is a repeat violation if the employer has been cited one or more times previously for a substantially similar hazard.



Refuge area

- A protected space along an exit route that is separated from other spaces inside the building by a barrier with at least one-hour fire resistance rating;

or

- A floor in a building with an automatic sprinkler system that has at least two spaces that are separated by smoke-resistant partitions. See WAC 296-24-607 for requirements for automatic sprinkler systems.

Responsible party

As used in Employer Chemical Hazard Communication, WAC 296-800-170. Someone who can provide appropriate information about the hazardous chemical and emergency procedures.

Rise

The vertical distance from the top of a tread to the top of the next higher tread.

Riser

The vertical part of the step at the back of a tread that rises to the front of the tread above.

Rungs

Rungs are the cross pieces on ladders that are used to climb up and down the ladder.

Runway

An elevated walkway above the surrounding floor or ground level. Examples of runways are footwalks along shafting or walkways between buildings.

Safety factor

The term safety factor means the ratio of when something will break versus the actual working stress or safe load when it is used.

Serious violation

Serious violation must be deemed to exist in a workplace if there is a substantial probability that death or serious physical harm could result from a condition which exists, or from one or more practices, means, methods, operations, or processes which have been adopted or are in use in such workplace, unless the employer did not, and could not with the exercise of reasonable diligence, know of the presence of the violation.



Definitions

WAC 296-800-370

Self-lighting or self-luminous

A light source that:

- Is illuminated by a self-contained power source other than batteries

AND

- Operates independently from external power sources.

Short-term exposure limit (STEL)

An exposure limit, averaged over a short time period (usually measured for 15 minutes) that must not be exceeded during any part of an employee's workday.

Should

Should means recommended.

Single ladder

A type of portable ladder with one section.

It is distinguished by all of the following:

- It has one section
- It cannot support itself
- Its length cannot be adjusted.

Smoking

A person is smoking if they are:

- Lighting up
- Inhaling
- Exhaling
- Carrying a pipe, cigar or cigarette of any kind that is burning.



Specific chemical identity

This term applies to chemical substances. It can mean the:

- Chemical name
- Chemical Abstracts Service (CAS) registry number
- Any other information that reveals the precise chemical designation of the substance.

Stair railing

A vertical barrier attached to a stairway with an open side to prevent falls. The top surface of the stair railing is used as a handrail

Stairs or stairway

A series of steps and landings:

- Leading from one level or floor to another.
- Leading to platforms, pits, boiler rooms, crossovers, or around machinery, tanks, and other equipment.
- Used more or less continuously or routinely by employees, or only occasionally by specific individuals.
- With three or more risers.

Standard safeguard

Safety devices that prevent hazards by their attachment to:

- Machinery
- Appliances
- Tools
- Buildings
- Equipment.



Definitions

WAC 296-800-370

These safeguards must be constructed of:

- Metal
- Wood
- Other suitable materials.

The Department makes the final determination about whether a safeguard is sufficient for its use.

Step ladder

A portable ladder with:

- Flat steps
- A hinge at the top allowing the ladder to fold out and support itself
- Its length that cannot be adjusted.

Time weighted average (TWA₈)

An exposure limit, averaged over 8 hours, that must not be exceeded during an employee's work shift.

Toeboard

A barrier at floor level along exposed edges of a floor opening, wall opening, platform, runway, or ramp, to prevent falls of materials.

Toxic chemical

As used in first aid, WAC 296-800-150, is a chemical that produces serious injury or illness when absorbed through any body surface.

Toxic substance

Any chemical substance or biological agent, such as bacteria, virus, and fungus, which is any of the following:

- Listed in the latest edition of the National Institute for Occupational Safety and Health (NIOSH) Registry of Toxic Effects of Chemical Substances (RTECS)



Definitions

WAC 296-800-370

- Shows positive evidence of an acute or chronic health hazard in testing conducted by, or known to, the employer
- The subject of a material safety data sheet kept by or known to the employer showing the material may pose a hazard to human health.

Toxicant

A substance that has the inherent capacity to produce personal injury or illness to individuals by absorption through any body surface.

Trade secret

Any confidential

- Formula
- Pattern
- Process
- Device
- Information
- Collection of information.

The trade secret is used in an employer's business and gives an opportunity to gain an advantage over competitors who do not know or use it.

See WAC 296-62-053 for requirements dealing with trade secrets.

Tread

As used in Stairs and Stair Railings, WAC 296-800-250 means the horizontal part of the stair step.

Tread run

As used in Stairs and Stair Railings, WAC 296-800-250 means the distance from the front of one stair tread to the front of an adjacent tread.

Tread width

The distance from front to rear of the same tread including the nose, if used.



Definitions

WAC 296-800-370

UL (Underwriters' Laboratories, Inc.)

You will find these initials on electrical cords and equipment. The initials mean the cord or equipment meets the standards set by the Underwriters' Laboratories, Inc.

Unstable (reactive)

As used in Employer Chemical Hazard Communication, WAC 296-800-170. An unstable or reactive chemical is one that in its pure state, or as produced or transported, will vigorously polymerize, decompose, condense, or will become self-reactive under conditions of shocks, pressure or temperature.

Use

As used in Employer Chemical Hazard Communication, WAC 296-800-170, means to:

- Package
- Handle
- React
- Emit
- Extract
- Generate as a by-product
- Transfer.

Vapor

The gaseous form of a substance that is normally in the solid or liquid state.

Voltage of a circuit

The greatest effective potential difference between any two conductors or between a conductor and ground.

Voltage to ground

The voltage between a conductor and the point or conductor of the grounded circuit. For undergrounded circuits, it is the greatest voltage between the conductor and any other conductor of the circuit.

Voltage, nominal

Nominal voltage is a value assigned to a circuit or system to designate its voltage class (120/240, 480Y/277, 600, etc.). The actual circuit voltage can vary from the value if it is within a range that permits the equipment to continue operating in a satisfactory manner.



WAC

This is an acronym for Washington Administrative Code, which are rules developed to address state law.

Water-reactive

As used in Employer Chemical Hazard Communication, WAC 296-800-170, a water-reactive chemical reacts with water to release a gas that is either flammable or presents a health hazard.

Watertight

Constructed so that moisture will not enter the enclosure or container.

Weatherproof

Constructed or protected so that exposure to the weather will not interfere with successful operation. Rainproof, raintight, or watertight equipment can fulfill the requirements for weatherproof where varying weather conditions other than wetness, such as snow, ice, dust, or temperature extremes, are not a factor.

Wet location

As used in Basic Electrical Rules, WAC 296-800-280 means:

- Underground installations or in concrete slabs or masonry that are in direct contact with the earth
- Locations that can be saturated by water or other liquids.
- Unprotected locations exposed to the weather (like vehicle washing areas).

WISHA

This is an acronym for the Washington Industrial Safety and Health Act.

Work area

As used in employer chemical hazard communication, WAC 296-800-170, a room or defined space in a workplace where hazardous chemicals are produced or used, and where employees are present.



Definitions

WAC 296-800-370

Working days

Means a calendar day, except Saturdays, Sundays, and legal holidays. Legal holidays include:

- New Year's Day - January 1
- Martin Luther King, Jr. Day
- Presidents' Day
- Memorial Day
- Independence Day - July 4
- Labor Day
- Veterans' Day - November 11
- Thanksgiving Day
- The day after Thanksgiving Day; and
- Christmas Day - December 25

The number of working days must be calculated by not counting the first working day and counting the last working day.

Worker

See the definition for employee.

Workplace

The term workplace means:

- Any plant, yard, premises, room, or other place where an employee or employees are employed for the performance of labor or service over which the employer has the right of access or control, and includes, but is not limited to, all workplaces covered by industrial insurance under Title 51 RCW, as now or hereafter amended.
- As used in Employer Chemical Hazard Communication, WAC 296-800-170, means an establishment, job site, or project, at one geographical location containing one or more work areas.

You

See definition of employer.

Your representative

Your representative is the person selected to act in your behalf.

