

UNITED STATES DEPARTMENT OF THE INTERIOR
Bureau of Land Management
Oregon State Office
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January 28, 2003

EMS TRANSMISSION 01/30/2003
Instruction Memorandum No. OR-2003-039
Expires: 9/30/2004

To: DMs, DSDs, Staff and Branch Chiefs

From: State Director

Subject: Compliance Assessment, Safety, Health, and Environment (CASHE)

Program Area: Safety and Occupational Health, HAZMAT, and Engineering

Purpose: To establish guidelines to help ensure the timely abatement of high priority CASHE findings and increase the number of organizational units reported in good safety, health, and environmental condition to the Department as part of the Bureau's Annual Performance Plan. While simple non-compliance with established standards does not generally cause injuries to our employees, maintaining a workplace free from recognized hazards that may cause harm is the law and an important part of the Bureau's Safety and Health Program. The abatement of CASHE findings helps to ensure a safe workplace for our employees.

Policy/Action: In order for us to improve the abatement of high priority CASHE findings the following initiatives will be implemented immediately.

1. Districts will report the status of all open RAC 1 and 2 Hazards and Environmental Priority Level Class 1A and 1B findings to the State Safety Manager no later than February 28, 2003.
2. The State Safety Manager will track all open RAC 1 and 2 Hazards and Environmental Priority Level Class 1A and 1B findings. This will highlight areas where Hazmat, Engineering, Safety, and Management at both the OSO and the District level can work more effectively at ensuring these types of hazards are abated as quickly as possible. The status of findings will be reported at each State Safety Council.
3. The State Safety Manager will work closely with the State Engineer and Environmental Protection Specialist to evaluate high priority CASHE findings that are considered for funding at the State level to ensure the hazard(s) are properly identified and funded for abatement if appropriate.

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4. The State Safety Manager and the State Environmental Protection Specialist, with input from Districts, will work closely with the WO CASHE lead to ensure that findings are assigned accurate RAC Codes and Environmental Priority Levels. It is critical that hazards and/or deficiencies be identified correctly for abatement.

5. The CASHE and Safety Management System (CSMS) should come online this Spring. Safety Managers will format annual safety inspection reports the same way as CASHE reports are formatted so that the findings may be entered into the CSM System along with CASHE findings. This will allow all workplace safety and environmental hazards to be prioritized together and compete for limited abatement dollars. As soon as the agreed upon format for the CSMS is released by the WO, the State Safety Manager will ensure that each District Safety Manager receives a copy.

Timeframe: Immediately

Background: The FY 2002 update to CASHE audits in OR/WA completed in October 2002 shows that three of our Districts were reported in “good” safety, health, and environmental condition as defined in the Performance Measure Data Specification 01.04.01.04. For a District to be reported in “good” condition, they must have had no more than 3 high priority CASHE findings open. For FY 2003 that number will fall to 2 high priority findings; for FY 2004 to one and finally to zero in FY 2005. All findings during a CASHE audit are prioritized with Risk Assessment Codes (RAC Codes) for Safety findings and Priority Level Codes for Environmental findings. More serious findings are given a higher RAC Code or Priority Level Code.

Manual/Handbook Sections Affected: None

Coordination: Engineering, HAZMAT, and Safety

Contact: James D. Chandler, State Safety Manager (503) 808-6249

Districts with Unions are reminded to notify their unions of this IM and satisfy any bargaining obligations before implementation. Your servicing Human Resources Office or Labor Relations Specialist can provide you assistance in this matter.

Signed by
Charles E. Wassinger
Associate State Director

Authenticated by
Mary O'Leary
Management Assistant

Distribution

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