

United States
Department of
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Forest
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R-6

OR/WA

Bureau of Land
Management

United States
Department of
the Interior

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FS-Memorandum

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BLM-Information Bulletin No. OR-2007-089

To: All Regional/State Office Bureau of Land Management and Forest Service
Employees and Northwest Coordinator Center Manager

Subject: Annual Interagency Facility Safety Inspection Results

The Occupational Safety and Health Administration (OSHA) required Annual Facility Safety Inspection for the Regional/State Office has been completed. The main office building, Robert Duncan Plaza (RDP), the interagency warehouse, and the Northwest Coordination Center (NWCC) were inspected during the months of March and early April. *Attachment 1* is a copy of the inspection results with accompanying photographs.

The inspection results for all three interagency facilities are reported as individual items denoting specific areas of each of the buildings and/or floors. To avoid repetition, the Regional/State office findings are summarized for each floor and certain areas rather than individually listed per specific location on every floor. When specific emphasis is required for a particular issue, the location of the hazard is more fully explained.

The report identifies the appropriate OSHA references and denotes a Risk Assessment Code (RAC) for each deficiency. The Bureau of Land Management (BLM) risk management process was used to determine the degree of risk associated with each discrepancy. This report includes a section for definitions and charts to further explain this process.

Despite the challenges of moving offices and entire groups of employees to different floors within the RDP building, most areas were found to be in good condition overall, and many sections showed definitive improvement from the 2006 inspection.

Specifically, the most common deficiencies found this year during the safety inspection of the RDP building were the following:

- Area emergency evacuation maps not posted in many work areas
- Material Safety Data Sheets (MSDS) forms for printers, copiers, faxes not available/posted in many areas
- Housekeeping/storage issues found in cubicles and common areas
- Aisles and passageways cluttered, creating trip hazards
- Electrical/fire hazards – surge protectors chained together/use of extension cords

As in previous years, the interagency warehouse facility was found in excellent condition – well organized and clean. All of the items noted during the inspection have already been abated. A few of the items noted on the NWCC report were repeat items from the previous year. These findings included no evidence of fire extinguisher monthly checks and a few exit signage needs. Overall, housekeeping at the center was excellent, and many of the findings from last year had been resolved.

The BLM State Office and the Salem District is scheduled for a Compliance Audit - Safety, Health and the Environment (CASHE) - in August of this year. The CASHE team will be reviewing all facilities for the same safety and health items noted in this report.

Please review this report and note the items that affect your specific areas(s). Specifically, ensure that you have an evacuation map(s) posted; MSDS forms are on hand for printers, faxes, and copiers; electrical issues (misuse of extension cords and chaining of surge protectors) are addressed; and housekeeping needs are completed. Fire extinguisher labels and other signage needs noted in the report for the RDP building will be addressed by the Safety Office and RDP building management. Your cooperation in resolving these safety and health issues is appreciated.

Should you have questions or need assistance, please contact Peggy Tribble, BLM State Office Safety Manager, at (503) 808-6202; Temple Tait-Ochs, R-6 Forest Service Safety Manager, at (503) 808-2626; Winston Rall, R-6 Forest Service Safety Specialist, at (509) 395-3355; or Michael Patterson, R-6 Forest Service Contract Specialist, at (503) 808-2392.

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Records Section

1 Attachment

1 - [2007 Annual Interagency Facility Safety Inspection Results](#) (30 pp)

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