



How to Handle an OSHA Inspection

- ☛ If an OSHA inspector comes to your job site, tell your supervisor immediately so that he can call the office and inform the employer that OSHA is inspecting the job.
 - A management member may want to participate in the inspection.
- ☛ Be courteous, but ask to see the OSHA inspector's credentials. The inspector is required and should be happy to show them to you.
- ☛ Your employer or the employer's representative has the right to require the OSHA inspector to have a search warrant before he or she inspects the job site.
 - This may look like an act of bad faith, but it is your employer's choice.
- ☛ If the inspector asks you any questions, answer honestly.
 - The inspector has the authority to speak to you privately.
 - Never lie, but do not offer extra information or admit guilt.
 - If you don't know the answer it is perfectly alright to say so.
 - It's also perfectly okay not to give an answer if you don't want to.
- ☛ If the inspector notes any problems, try to fix them on the spot.
 - It will show good faith in correcting hazards.
 - However, do not admit guilt or acknowledge that the problem is a violation.
- ☛ Keep mental notes on everything that the inspector says.

OSHA exists to make sure that you have a safe workplace. Be cooperative, honest and friendly, but be aware of the rights that you and your employer have during an inspection.

How to Handle an OSHA Inspection Training Tips

- Emphasize that anything employees say may be used against the company, but that they should also not lie about anything.
- Make sure the employees understand that they should notify a supervisor immediately, so that he can call the office.
- Reiterate that employees do not have to answer questions.