

DEPARTMENT OF HEALTH, SAFETY & ENVIRONMENT

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--BULLETIN--

2004 Compliance Reminder

January 2004

January 1: Begin using OSHA's revised Form 300 for recordkeeping of injuries and illnesses for 2004. Form and instructions are available at www.osha.gov.recordkeeping/new-osh300form1-1-04.pdf.

February 1: OSHA 300A Forms for 2003 (injuries and illnesses) must be posted through April 30.

March 1: EPA Section 312 (Tier II) reports are due. Facilities that store 10,000 lbs. or more of any hazardous chemical on-site at any one time or threshold planning quantities of Extremely Hazardous Substances must file. Some states have lower reporting thresholds – check out <http://yosemite.epa.gov/oswer/ceppoweb.nsf/content/tier2.htm?open> Document for state requirements and to download reporting software.

EPA Annual Hazardous Waste Reports due for Large Quantity Generators. Even-numbered years require federal biennial reports. Some states require reports for Small Quantity Generators as well. Check out www.epa.gov/epaoswer/osw/generate.htm for general requirements. Contact your state for local requirements.

June 30: DOT Hazmat Registrations due for those who offer or transport hazardous materials (or wastes) that require placarding. More information at <http://hazmat.dot.gov/register.htm>

July 1: EPA Section 313 (Form R) reports are due.

Some Annual Training Requirements for Safety Meetings: Hearing Conservation (and annual audiograms); Fire Extinguisher Training; Review of Lockout Procedures and/or Electrical Safety; Employee Rights to Exposure and Medical Records Review; Annual Respirator Fit Testing; HAZWOPER Emergency Responder Training; EPA Hazardous Waste Handlers Training.

OTHER NEWS

EPA proposes conditional exclusions for solvent-contaminated wipes: Instead of needing to handle disposable wipes and towels contaminated with acetone, toluene, etc. as hazardous waste, EPA is proposing to exempt these from the definition. Comment period on proposal has been extended to March 19, 2004. (Proposal was in November 20, 2003 Federal Register (68 FR 65586).

OSHA Quick Takes: Keep in touch with OSHA happenings. Receive a biweekly E-news memo by registering your e-mail address at www.osha.gov.

Should you have any questions on compliance issues, please give us a call at the number below.

Information Line...(800) 621-8003