



Safety Compliance Report

For

**St. Ignatius Elementary School
300 Blaine St.
St. Ignatius, MT 59865**

**Inspection Date:
December 12, 2017**

**Inspection Number:
ERD12122017-01KC**



Submitted By:

Kayla Criscuolo, Compliance Specialist

On, December 19, 2017

**Montana Safety and Health Bureau
Montana Department of Labor and Industry**

Montana Safety Culture Act Evaluation

Enacted in 1993, the Montana Safety Culture Act (MSCA) requires that all employers establish an educational based safety program and a comprehensive safety and health program. A brief review of the inspectors' observations for each employer requirement under the MSCA is listed below:

All Employers

1. Provide each new employee with a general safety orientation containing information common to all employees and appropriate to the business operations, before they begin their regular job duties.
 - St. Ignatius High School maintains documentation of new employee safety orientation.
2. Provide job or task-specific safety training appropriate for employees before they perform that job or task without direct supervision.
 - Task-specific safety training for mobile equipment and specialized tasks is conducted for affected employees.
3. Offer continuing regular refresher safety training.
 - Employees of St. Ignatius Schools are offered regular refresher safety training such as first aid/CPR and bloodborne pathogen training.
4. Provide a system for the employer and their employees to develop an awareness and appreciation of safety through tools such as newsletters, periodic safety meetings, posters, and safety incentive programs.
 - Documentation of a system to develop and promote an awareness and appreciation of safety is in place. Employees receive periodic safety newsletters.
5. Provide periodic self-inspection for hazard assessment when the safety program is implemented, new worksites are established, and thereafter as is appropriate to the business operations, but at least annually.
 - Self-inspections for safety hazards are conducted for all facilities at least annually.

6. Include documentation of performance of activities listed in (1) through (5) above. Keep the documentation for three years.

- Documentation for the above elements of the MSCA is maintained.

Additional Requirements for Employers with More Than 5 Employees

1. Develop and implement policies and procedures that assign specific safety responsibilities and safety performance accountability.
 - St. Ignatius Elementary School has a policy handbook in place that assign specific safety responsibilities and safety performance accountability.
2. Develop and implement procedures for reporting, investigating, and taking corrective action on all work-related incidents, accidents, injuries, illnesses and known unsafe work conditions or practices.
 - St. Ignatius Elementary School has a policy handbook in place for reporting, investigating, and taking corrective action on all work-related incidents, accidents, injuries, illnesses and known unsafe work conditions or practices.
3. Have a safety committee in place, which complies with the requirements of the MSCA.
 - St. Ignatius Elementary School has a safety committee in place that meets the requirements of the MSCA

Safety Culture Summary

St. Ignatius Elementary School is fully compliant with the Montana Safety Culture Act (MSCA).

Hazard Description and Correction Recommendations

Serious Violations

Item Number: 1

Standard: ARM 24.30.102: 29 CFR 1910.134(h)(2)(i). All respirators shall be stored to protect them from damage, contamination, dust, sunlight, extreme temperatures, excessive moisture, and damaging chemicals, and they shall be packed or stored to prevent deformation to the facepiece and exhalation valve.

Condition: Observed a half-masked respirator in the Janitors Closet that was not stored properly.

Recommended Action: Store respirators in a sealed bag or container.

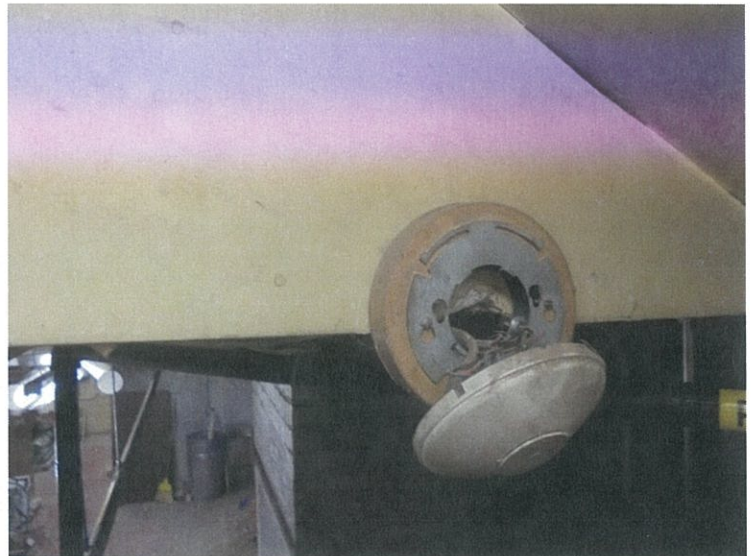
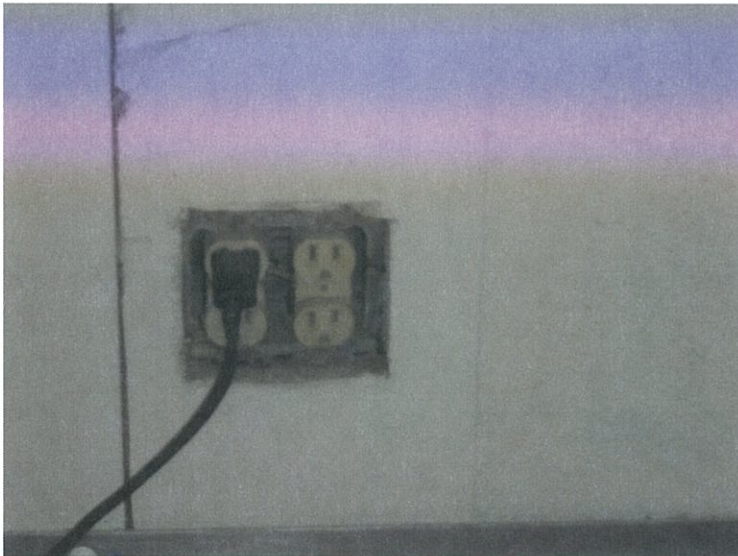


Other than Serious Violations

Item Number: 2

Standard: ARM 24.30.102; 29 CFR 1910.305(b)(2)(i). All pull boxes, junction boxes, and fittings shall be provided with covers identified for the purpose. If metal covers are used, they shall be grounded. In completed installations, each outlet box shall have a cover, faceplate, or fixture canopy. Covers of outlet boxes having holes through which flexible cord pendants pass shall be provided with bushings designed for the purpose or shall have smooth, well-rounded surfaces on which the cords may bear.

Condition: Observed a missing faceplate in the Janitor Closet. Also, the cover for the fire alarm was hanging off exposing live wires in the Boiler Room.



Health Evaluation:

As stated above (Item Number 1), a half-mask respirator was observed to be stored incorrectly in the Janitor Closet. Respirators must be stored inside of a sealed bag or container to prevent contaminants from building up inside the mask. This could lead the user to inhale these contaminants once the respirator is donned. Furthermore, a written respiratory protection program must be in place if employees are to wear respirators. The requirements of the program differ slightly depending on if the use of the respirators is mandatory or voluntary.

Mandatory Usage: If the use of the respirators is mandatory then those elements required in 29 CFR 1910.134(c)(1) must be followed. These elements include: Medical evaluations, fit testing, procedures for scheduled cleaning and maintenance, employee training, and procedures for regular program evaluation. All of these elements must be documented.

Voluntary Usage: If the use of the respirators is voluntary then those elements required in 29 CFR 1910.134(c)(2) must be followed. These elements include: Medical evaluations, procedures for scheduled cleaning and maintenance, and employee training. All of these elements must be documented.

Regulatory Assistance and Training Resources

Provided below are resources, tools, valuable information, training opportunities and guidance to assist employers in maintaining a safe and healthful workplace.

www.montanasafety.com

<https://safetywriter.com>

<http://safetyfestmt.com/>

<http://www.osha.gov/>

Informal education was provided during the visit on:

- ***Requirements of the Montana Safety Culture Act***
- ***DLI Consultation***
- ***Safety Fest MT***

Closing Comments

The Montana Safety and Health Bureau appreciates St. Ignatius Elementary School's concern for the safety and health of their employees. Your efforts and diligence on correcting the hazards identified is appreciated, for assistance with the other than serious recommendations please contact the Montana Consultation Program at (406) 494-0324 or visit their website at <http://erd.dli.mt.gov/safety-health/onsite-consultation>. Each employer has the right to request an appeal on any of the above citations or recommendations under MCA 50-71-119(4). If there are any questions or additional help is required please contact Kayla Criscuolo at (406) 444-6536 or KaCriscuolo@mt.gov.

During the inspection it was noted that St. Ignatius Elementary School took a proactive approach to safety and put in place all of the elements of the Montana Safety Culture Act (MSCA). These were also placed into binders and maintained for the District.

Submitted by,

Kayla Criscuolo
Compliance Specialist
Montana Safety and Health Bureau

List of Hazards

St. Ignatius Elementary School ERD12122017-01KC

Item Number	Condition	Standard
1	Observed a half-masked respirator in the Janitors Closet that was not stored properly.	<u>ARM 24.30.102: 29</u> <u>CFR 1910.134(h)(2)(i)</u>
2	Observed a missing faceplate in the Janitor Closet. Also, the cover for the fire alarm was hanging off exposing live wires in the Boiler Room.	<u>ARM 24.30.102: 29</u> <u>CFR 1910.305(b)(2)(i)</u>

Appendix A
List of Hazards

St. Ignatius Elementary School
300 Blaine St.
St. Ignatius, MT 59865

Inspection Number: ERD12122017-01KC

This list of hazards must be posted, unedited, in a prominent place where it is readily observable by all affected employees for thirty (30) days or until the hazards are corrected, whichever period is longer.

This is a notification of serious hazards identified during our inspection as noted as citations. Please contact Kayla Criscuolo, Montana DLI - Safety and Health Bureau, at (406)444-6536 for any further information.

Hazard Summary – Serious Hazards

Item Number: 1	Standard: <u>ARM 24.30.102: 29 CFR 1910.134(h)(2)(i)</u>
Instance: 1	Correction Due Date: 01/18/2018
Condition: Observed a half-masked respirator in the Janitors Closet that was not stored properly.	

Appendix B
Report On Correction of Hazards

St. Ignatius Elementary School
300 Blaine St.
St. Ignatius, MT 59865

Inspection Number: ERD12122017-01KC

On December 12, 2017, Kayla Criscuolo and Sara Sattler, Compliance Specialists from the Montana DLI - Safety and Health Bureau conducted a Safety Compliance Inspection at St. Ignatius Elementary School.

Use this form to document the corrective actions and/or the preventive measures the employer has taken to correct the reported items. The employer has agreed to respond to all items categorized as Serious. Although not required, it is encouraged to report corrective action taken for items categorized as Other Than Serious and Regulatory.

Please return this report form no later than January 18, 2018.

Kayla Criscuolo
Compliance Specialist
Montana DLI - Safety and Health Bureau
P.O. Box 8011
Helena, MT 59604

If corrective action cannot be accomplished by the corrective action date, a written request for an extension must be submitted no later than **January 18, 2018**.

The following “Serious Hazards” REQUIRE a response (documentation & photos are required to close out the inspection):

Item Number: 1

Correction Due Date: 01/18/2018

Condition: Observed a half-masked respirator in the Janitors Closet that was not stored properly.

Date Corrected: 12/12/2017

Corrective Action Taken: Removed from Building (destroyed)

Steps to Prevent Recurrence: store in approved container

To be completed by the Employer or Employer's Representative:

The abatement information contained in this Progress Report is true and correct to the best of my knowledge.

Print Name and Title Steve McCollum Head of Maintenance

Signature 

Date 12/21/2017

The following "Other than Serious Hazards" do not require a response; however it is encouraged to correct the hazards in a timely manner and report the corrective actions taken:

Item Number: 2

Condition: Observed a missing faceplate in the Janitor Closet. Also, the cover for the fire alarm was hanging off exposing live wires in the Boiler Room.

Date Corrected: 12/12/2017

Corrective Action Taken: Replaced faceplate
Reattached fire alarm cover

Steps to Prevent Recurrence: Check for broke/missing covers
visually inspect fire alarms

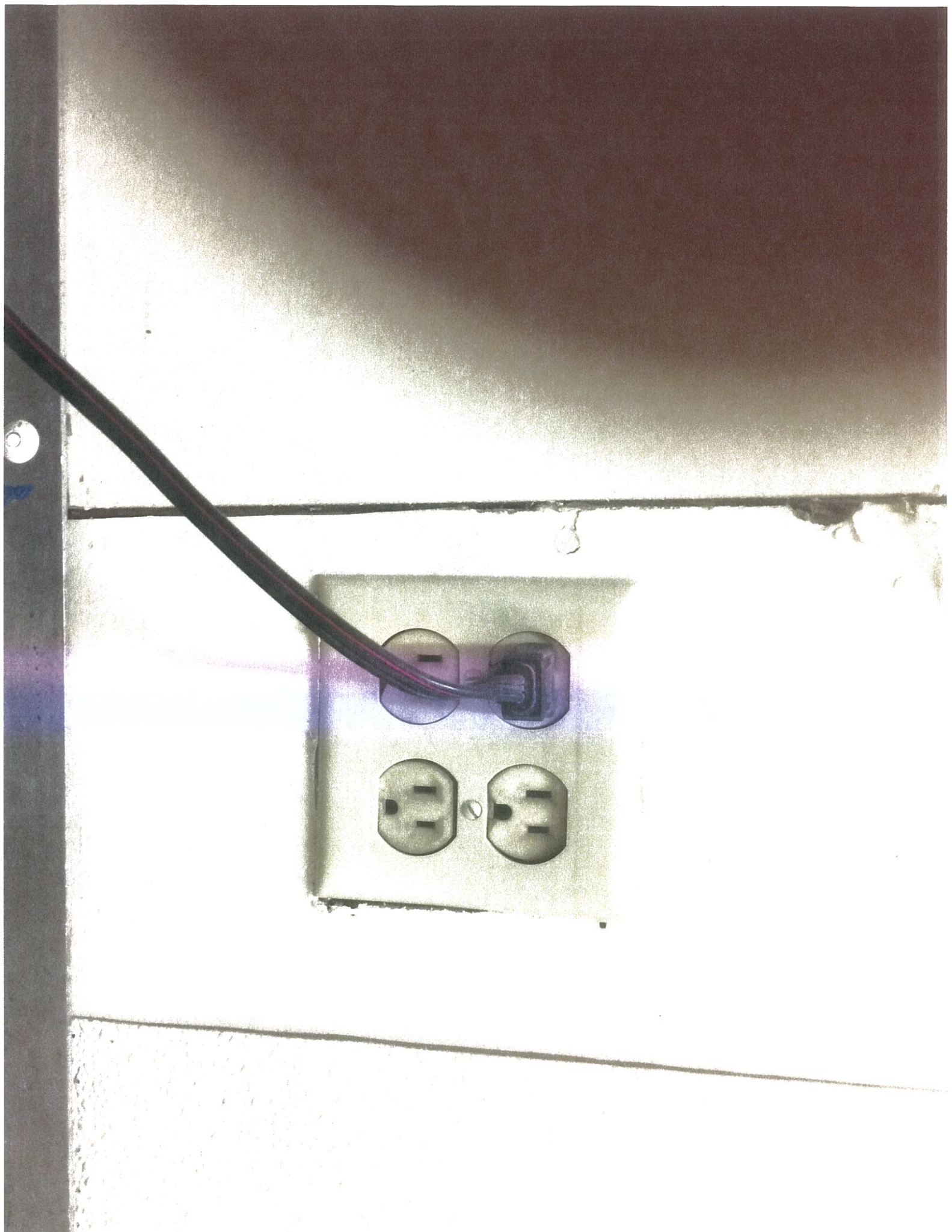
To be completed by the Employer or Employer's Representative:

The abatement information contained in this Progress Report is true and correct to the best of my knowledge.

Print Name and Title Steve McCollum

Signature 

Date 12/21/2017

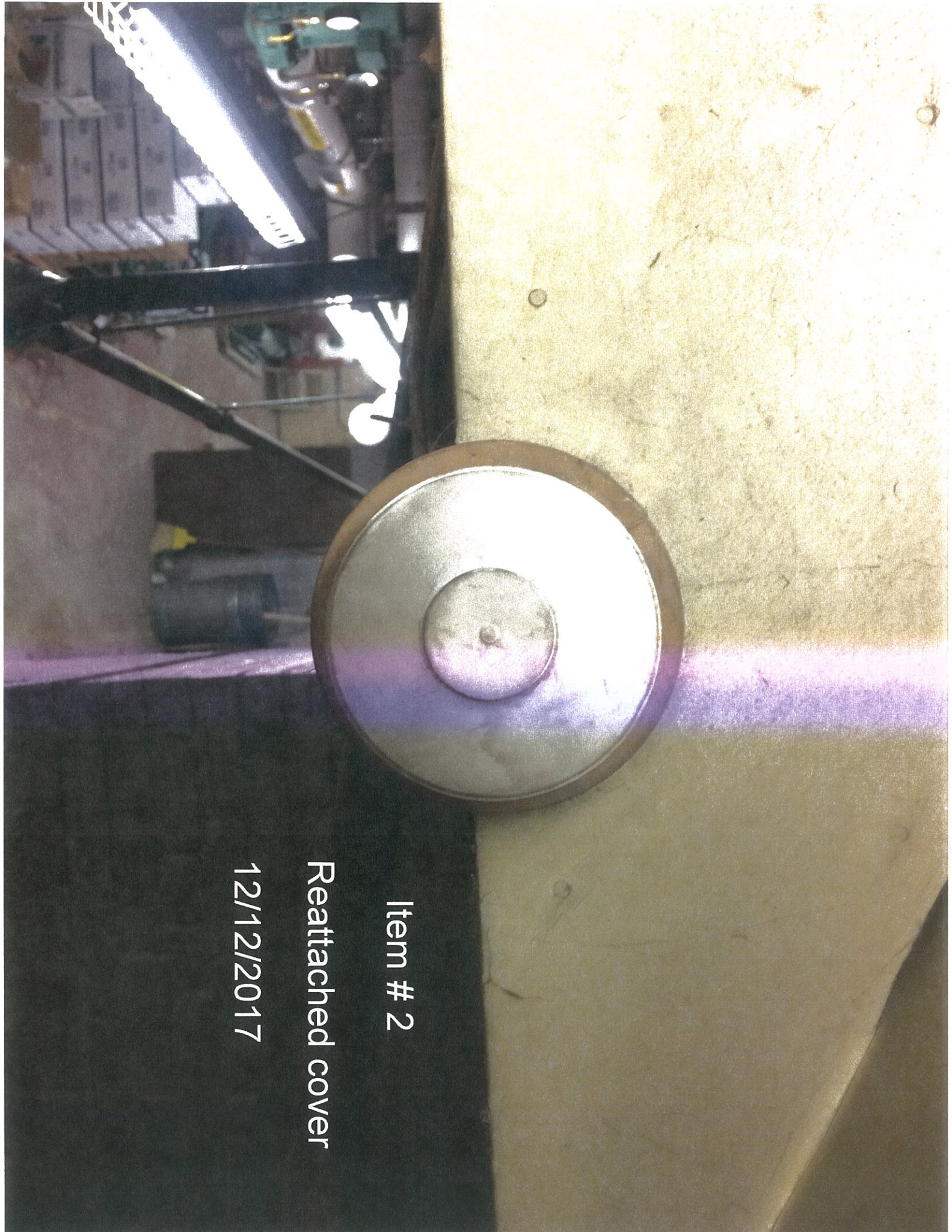




Item # 1

Removed from Building

12/12/2017



Item # 2

Reattached cover

12/12/2017

Appendix C
Request for Extension

St. Ignatius Elementary School
300 Blaine St.
St. Ignatius, MT 59865

Inspection Number: ERD12122017-01KC

To request an extension, please complete this form and send it to:

Kayla Criscuolo
Compliance Specialist
Montana DLI - Safety and Health Bureau
P.O. Box 8011
Helena, MT 59604

Upon approval, a copy of this form, signed by Montana DLI - Safety and Health Bureau, must be posted with the "LIST OF HAZARDS" (Appendix A from the original report). A follow-up inspection may be conducted.

Item Number:	Date of Request:
Original Correction Date:	
Describe progress to date and plan for completion:	
Describe the reason for the extension:	
Describe interim protection used to protect employees from exposure/injury:	

Printed name and signature of requesting official

Request Date

Position of official

Printed name and signature of approving official

Approval Date

