

ABERDEEN PSM AUDIT

COMPLIANCE AUDIT GUIDELINES SECTION 4.1 EMPLOYEE PARTICIPATION § 29 CFR 1910.119(c)					Initials
Audit item	Yes	No	Comments		
1. Is there evidence of formal communication to all employees about the establishment of the PSM program and identification of the points of contact (such as by issuing memorandums, notices, newsletters, documented meeting attendance)?		x	There are reports that indicate that PSM training sessions were held. However, there are no meeting minutes or sign-up sheets for these meetings.		DCS
2. Is there a written plan for employee participation?	x				DCS
3. Does the plant have some form of PSM Program awareness activity (such as pre-packaged awareness orientation) for all employees and associated documentation (e.g. postings, meetings, memos)?		x			DCS
4. How are employees and their representatives consulted on the development and conduct of PSM activities? Is there evidence showing employees and their representatives were consulted about the conduct and development of the PSM program?		x	Selected employees and the union were consulted on the development of the PSM manual. This partially meets the intent of this part of the standard which is to give all affected employees the opportunity to participate. No documentation of the consultation that took place was found.		DCS

April 17, 1995