

All of the following documentation is required if the standard applies to your workplace. This list represents the most common documentation requirements and does not necessarily include all records required for your workplace. Consult adopted PERRP standards in 29 CFR 1910, 29 CFR 1926, 29 CFR 1928, 10 CFR 20 and OAC 4167 to determine all required documentation.

Bloodborne Pathogens

(29 CFR 1910.1030)

- Exposure Control Plan (ECP)
- Training records
- Hepatitis B vaccination records
- Vaccination declination forms
- Post-exposure evaluation documentation

Control of Hazardous Energy (Lockout/Tagout)

(29 CFR 1910.147)

- Energy control procedures
- Training certification
- Periodic inspection certification
- Electrical safe work practice procedures [or, copy of 29 CFR 1910.333(b)]

Chemical Hygiene (Laboratory Safety)

(29 CFR 1910.1450)

- Chemical Hygiene Plan
- Chemical exposure records
- Medical consultation and examination records

Emergency Action Plan (for all foreseeable emergencies)

(29 CFR 1910.38)

- Procedures for reporting a fire or other emergency
- Evacuation procedures
- Procedures to account for employees and maintain critical operations
- Procedures for employees that perform rescue and medical duties

Equipment Inspection Records

(Often based on consensus standard requirements and manufacturer specifications)

- Automotive lifts and jacks
- Chains and slings [basic requirements, 29 CFR 1910.184(d)]
- Powered industrial trucks (forklifts) [basic requirements, 29 CFR 1910.178(q)(7)]

Fire Prevention Plan

(29 CFR 1910.39)

- List all fire hazards
- Procedures for controlling hazards
- Procedures for safeguard maintenance

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Hazard Communication (HAZCOM)

(29 CFR 1910.1200)

- Written HAZCOM program
- List of hazardous chemicals
- Material Safety Data Sheets (MSDSs)

Hazard Assessment

(29 CFR 1910.132)

- Verification of hazard assessment
- Verification of PPE training

HAZWOPER

(29 CFR 1910.120)

- Emergency Response Plan (ERP) for uncontrolled hazardous chemical spill (incorporate into general Emergency Action Plan)
- Medical surveillance records
- Statement of training competency (Awareness, Operations, & Technician Levels)

Hearing Conservation Program

(29 CFR 1910.95)

- Noise exposure records
- Audiometric test records
- Training and informational materials

Permit Required Confined Spaces (PRCS)

(29 CFR 1910.146)

- Location and hazards of PRCS
- Procedures to prevent unauthorized entry
- Entry procedures
- Training certification

Power Press Inspection Program

(29 CFR 1910.217)

- Certification record of frequent and periodic inspections
- Training certification

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Process Safety Management

(29 CFR 1910.119)

- Process safety information (hazards, technology, equipment)
- Process hazard analyses
- Standard Operating Procedures (SOPs)
- Employee training records

Radiation Protection Program

(10 CFR 20 various sections)

- Procedures for dose monitoring, calibration, and medical evaluation
- Survey results
- Equipment calibration records
- Employee dose records (internal and external summation)

Respiratory Protection Program

(29 CFR 1910.134)

- Worksite specific procedures for using and maintaining respirators
- Medical evaluation recommendations
- Emergency respirator certification
- Records of fit testing

PERRP Poster

(OAC 4167-4)

- One PERRP poster for each establishment or location where employees report to work each day.

Injury and Illness Recordkeeping

(OAC 4167-6)

- 300P Log of Work-Related Injuries and Illnesses (5 years)
- 300AP Summary of Work-Related Injuries and Illnesses (5 years)
- 301P Injury and Illness Incident Report (or equivalent, e.g., FROI) (5 or 30 years)
- Sharps Injury Form (and) Needlestick Report (30 years)