**What is a Cal/OSHA Inspection?**
Cal/OSHA inspectors make unannounced visits to make sure that the UCR campus and associated facilities are safe and healthy.

**What Triggers an Inspection?**
Inspectors visit worksites after a serious injury or exposure to one or more employees. Additionally, as part of the recent settlement UC Regents agreement with the Los Angeles District Attorney, CAL/OSHA may also make unannounced visits to laboratory facilities. They will also conduct an inspection in response to employee complaints about any situation that may pose an imminent danger to workers.

**What should you do if an inspector shows up to inspect your department?**
Ask for identification. The inspector must ask for permission from a management representative to conduct the inspection. Call EH&S at (951) 827-5528 and inform EH&S of the pending inspection. The Cal/OSHA inspector will wait until a representative from EH&S arrives for up to one hour before beginning his/her inspection. Please note that the Cal/OSHA personnel can document observable conditions and/or start the inspection if a loss of critical information may occur while awaiting arrival of a UCR EH&S representative. This is the determination of the Cal/OSHA Inspector.

**What will happen during the inspection?**
The Cal/OSHA inspector will start with an opening conference to explain the reason for the visit. An inspection walkthrough of the entire department or a targeted work area will follow. Inspectors have the right to walk around the area (accompanied), interview employees in private, and document hazards with photos and measurements. Employees may ask for legal representation provided by the university to be present during the interview if desired.

**How do you find out what the inspector observed?**
Immediately after the walkthrough, the inspector will conduct a closing conference and provide inspection results. He/she may ask for protocols, standard operating procedures, or other documents to be submitted to Cal/OSHA within 1-14 days. He/she can ask for your department’s Injury and Illness Prevention Program (IIPP) at the time of the conference.

**What follow-up must you provide?**
Make corrective actions and gather requested documents and provide them to EH&S for submission to Cal/OSHA by the stated deadline. Missed deadlines can result in additional inspections, citations and fines.

**Additional Resources**
- Injury and Illness Prevention Program
- Cal/OSHA Policy Manual on Enforcement

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**Cal/OSHA Inspections Guidelines**

**Recommendations:**
- Ask for identification
- Immediately contact EHS (951.827.5528)
- Be courteous and friendly
- Provide neutral, fact-based answers
- Keep notes
- Take photos and measurements similar to those of an inspector
- Be prepared to show Injury and Illness Prevention Plan (IIPP)

**Avoid:**
- Do not give opinions or guesses
- Do not offer to follow-up later
- Do not argue

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**For More information:**
- Please review the Safety and Industrial Hygiene website
- This message has been brought to you by Environmental Health & Safety, (951) 827-5528
- [http://ehs.ucr.edu](http://ehs.ucr.edu)