

Department of Industrial Relations
DIVISION OF OCCUPATIONAL SAFETY AND HEALTH
464 West 4th Street, Suite 332
San Bernardino, CA 92401
Tel (909) 383-4321
Fax (909) 383-6789



June 26, 2013

DVONNE PITRUZZELLO
P.O. BOX 2031
RIVERSIDE, CA 92516

Dear DVONNE PITRUZZELLO:

On 10/24/2012, the Division of Occupational Safety and Health received your complaint, (208642066 - 0315), of the following hazardous conditions at CITY OF RIVERSIDE, 3900 MAIN ST, RIVERSIDE, CA 92501:

- * SAFETY PROGRAM IS NOT EFFECTIVE WITH RESPECT TO PROTECTING EMPLOYEES FORM WORKPLACE VIOLENCE.

The Division investigated the item(s) referenced in your complaint with the following results:

- * A INFORMATION MEMORANDUM WAS ISSUED TO THE EMPLOYER REGARDING AN EFFECTIVE INJURY AND ILLNESS PREVENTION PROGRAM.

If you do not agree that the hazards you complained about have been satisfactorily corrected, please contact me within ten (10) days of the date of this letter or I will assume that the hazard(s) has been corrected and will close the case file.

California law protects any person who makes a complaint about a workplace safety or health hazard from being treated differently, discharged or discriminated against in any manner by their employer. If you believe that you have been discriminated against because you made a complaint to the Division of Occupational Safety and Health, you may file a discrimination complaint with the nearest office of the Division of Labor Standards Enforcement (Labor Commissioner). However, you must file your complaint within six (6) months of the discriminatory action.

Thank you for your concern about workplace safety and health.

Sincerely,



Ayman Shiblak
District Manager
San Bernardino, DOSH

0315 -h

Enclosure: Copy of Information Memorandum

5a. Item No.	5b. No. of Instances	6. Description of potential hazard
		<p>(E) Whenever the employer is made aware of a new or previously unrecognized hazard; and, (F) For supervisors to familiarize themselves with the safety and health hazards to which employees under their immediate direction and control may be exposed.</p> <p>Prior to having employees exposed to the potential hazard of violence in the workplace, the City of Riverside must implement and/or ensure implementation of the required elements of an Injury and Illness Prevention Program including but not limited to:</p> <ol style="list-style-type: none"> 1. The City of Riverside must fully implement the procedures for Identifying and correcting the hazard of Violence in the workplace. On or about April 9th, 2012 an alleged incident of Violence in the Workplace was reported to the City Manager. Immediate action to investigate the incident was taken by the City, an investigation was conducted, and the employee returned to work in a timely manner. however, the City did not document in writing the allegation, interview statements, or a written report with conclusions and recommended action as required by the City's policy on such investigations. Any future investigations of this nature must follow the City's policy. Reference §3203(a)(4). 2. Prior to the alleged incident on or about April 9th, 2012, the City had conducted training and instruction on their injury and illness prevention program (IIPP), however, during the investigation; employee interviews revealed that the training on the IIPP program did not adequately address the hazard of Violence in the Workplace. Once violence in the workplace has been identified as a potential hazard in this workplace, the City of Riverside is required to ensure that employees are effectively trained in the City's Violence in the workplace policy prior to employees being assigned to work in the department. Additional training and instruction had been provided subsequent to the alleged incident. An ongoing system of training and instruction must be maintained. Reference §3203(a)(7).

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Region

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District

B2919
Ident. No.

001
Report No.

13
Fiscal Yr.

316210350
CAL/OSHA FORM 1 Report No.
Cal/OSHA 5-1322/94)

INFORMATION MEMORANDUM

2. City of Riverside
 dba
 3900 Main Street, 2nd Floor
 Riverside, CA 92501

3. Page 1 of 2

4. An inspection or investigation of a place of employment located at City of Riverside - City Council Division
Riverside, CA WAS CONDUCTED BY Kevin Graulich

on 12/17/2012 to 06/17 2013. This Information Memorandum is intended to direct your attention to the following conditions which can be potentially hazardous to the safety and health of employees in the future. If these conditions were not corrected before employees are exposed, violations of safety and health standards would occur and you would receive one or more citations covering these violations, which will entail a civil penalty. In addition, one or more of the citations may be classified as willful based on the information contained in the memorandum.

5a. Item No.	5b. No. of Instances	6. Description of potential hazard
01	001	<p>T8CCR - 3203. Injury and Illness Prevention Program</p> <p>(a) Effective July 1, 1991, every employer shall establish, implement and maintain an effective Injury and Illness Prevention Program (Program). The Program shall be in writing and, shall, at a minimum:</p> <p>(4) Include procedures for identifying and evaluating work place hazards including scheduled periodic inspections to identify unsafe conditions and work practices. Inspections shall be made to identify and evaluate hazards.</p> <p>(A) When the Program is first established;</p> <p>EXCEPTION: Those employers having in place on July 1, 1991, a written Injury and Illness Prevention Program complying with previously existing section 3203.</p> <p>(B) Whenever new substances, processes, procedures, or equipment are introduced to the workplace that represent a new occupational safety and health hazard; and</p> <p>(C) Whenever the employer is made aware of a new or previously unrecognized hazard.</p> <p>(7) Provide training and instruction:</p> <p>(A) When the program is first established;</p> <p>EXCEPTION: Employers having in place on July 1, 1991, a written Injury and Illness Prevention Program complying with the previously existing Accident Prevention Program in Section 3203.</p> <p>(B) To all new employees;</p> <p>(C) To all employees given new job assignments for which training has not previously been received;</p> <p>(D) Whenever new substances, processes, procedures or equipment are introduced to the workplace and represent a new hazard;</p>

Signature [Signature]
 Safety Engineer

Signature [Signature]
 District Manager

Signature _____
 Industrial Hygienist

Date of Issuance 6/17/2013

3 3 B2919 001 13 316210350
 Region District Ident. No. Report No. Fiscal Yr. CAL/OSHA FORM 1 Report No.