

PERSONNEL SERVICES BULLETIN

500-9R
PSB No.

Subject: New York City Safety Program: Developing Safety Training Programs

Supersedes: Personnel Services Bulletin No. 500-9

Source: Mayor's Executive Order No. 38 of August 20, 1997

Date: September 14, 2012

I. Background

In Executive Order No. 38 (Citywide Occupational Safety and Health Program), dated August 20, 1997, the Mayor directs the establishment and conduct of effective employee safety programs in every Mayoral agency. This Order explains the roles of the Department of Citywide Administrative Services (DCAS) and the agencies in establishing and conducting Citywide and agency safety training programs.

II. Policy

A. Role of DCAS

The Citywide Office of Occupational Safety and Health (COSH) of DCAS will assist agencies with technical advice and services in developing safety training programs for their employees.

B. Role of Agencies

Agencies are required to establish safety training programs in compliance with the responsibilities set forth in the New York State Labor Law, and all relevant laws, regulations, and contractual agreements.

III. Procedure

A. Role of DCAS

Courses and seminars are conducted throughout the year based on emerging issues, problems, or areas of need identified by the Citywide Occupational Safety and Health Advisory Council. Announcements regarding these courses are sent directly to agency safety officers and agency training officers. COSH has available for agency use training curricula and audiovisual materials.

B. Role of Agencies

Agencies should disseminate the information obtained from courses and seminars, labor/management training curriculum committees and other sources to their employees in accordance with regulatory training requirements and contractual agreements.

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Commissioner

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