

No.	Safety committee self-assessment	Yes	No
1.	Does the safety committee have an equal number of employer and employee representatives?		
2.	Are the employee representatives either volunteers, or elected by their peers?		
3.	If the company has more than 20 employees, are there at least four safety committee members?		
4.	Is the safety committee chairperson elected by the committee?		
5.	Are safety committee members paid at their normal hourly wage during safety committee trainings and meetings?		
6.	Do employee representatives serve a continuous length of term that is at least one year?		
7.	Is length of membership alternated or staggered so that at least one experienced member is serving on the committee?		
8.	Are reasonable efforts made to ensure that the committee members represent the major work activities of the company?		
9.	Does the safety committee hold regular meetings at least once per month except for months when workplace inspections are performed?		
10.	Does the safety committee work from a written agenda?		
11.	Are minutes recorded for each meeting?		
12.	Are the minutes available to all employees?		
13.	Are the minutes kept for at least three years?		
14.	Are all reports, evaluations, and recommendations made by the safety committee incorporated into the safety committee minutes?		
15.	Has a reasonable time limit been established for the employer to respond in writing to safety committee suggestions?		
16.	Is there a system for safety committee members to get safety-related suggestions, reports of hazards, or other information directly from people involved in the operations of the workplace?		
17.	Are all suggestions, hazard reports, or other information reviewed during the following safety committee meeting and recorded in the minutes?		
18.	Does the safety committee help the employer evaluate the employer's accident and illness prevention program?		
19.	Does the safety committee make written recommendations to improve the safety and health program as necessary?		

20.	Has the safety committee established procedures for workplace inspections by the safety committee inspection team to identify safety and health hazards?		
21.	Does the safety committee conduct workplace inspections at least quarterly?		
22.	Does the safety committee make recommendations on how to eliminate hazards and unsafe work practices in the workplace?		
23.	Does the safety committee inspection team include both employer and employee representatives?		
24.	Does the safety committee inspection team provide a written report on the location and type of hazards?		
25.	Does the safety committee inspection team's written report make recommendations to the employer about correcting hazards?		
26.	Are quarterly inspections of satellite locations done by the safety committee inspection team or by a person designated at the location?		
27.	Has the safety committee established procedures to review all safety and health inspection reports made by the committee?		
28.	Based on the results of the above review, does the safety committee make recommendations to improve the safety and health program?		
29.	Has the safety committee evaluated the employer's accountability system?		
30.	Has the safety committee made recommendations to implement supervisor and employee accountability for safety and health?		
31.	Has the safety committee established procedures for investigating all safety-related incidents, including injury accidents, illnesses, and deaths?		
32.	Has safety committee purpose and operation been discussed with all safety committee members?		
33.	Do all safety committee members know the safety committee rules?		
34.	Do safety committee members have ready access to all Oregon Occupational Safety and Health Administration (OSHA) Rules that relate to the establishment?		
35.	Have safety committee members received training based on the type of business activity and principles regarding hazard identification and effective accident investigation?		