

## Chapter 1

# An Overview of the Law and Information Sources

The following information will introduce you to:

- The sources of information about occupational safety and workers' compensation available to you
- How to use the information to find what you require
- An overview of occupational safety and OSHA rules

### Free Material

We strongly recommend that you order the free reference materials from OSHA or your state occupational safety office mentioned later in the manual. We will refer to these materials often throughout the course. They are a comprehensive and excellent resource to check if you have questions on a project.

You will want to order, at minimum, the following:

- Division 1 - Administrative Rules
- Division 3 - Construction Code
- Subdivision K (Formerly Division 127) Medical and First Aid
- Division 2, Subdivisions D, E, F - Ladders, Egress, etc. (one packet)
- Pamphlet #2293 - Developing your Workplace Injury and Illness Prevention Program
- Pamphlet #2341 - Workplace Safety Committees
- Poster #1507 - "OSHA Poster"

These materials are free. Order them today. Write or call the Federal Department of Labor for any other information:

*You cannot afford to ignore OSHA. Your life as a contractor will be frustrating and miserable if you think you can operate your business without proper regard for OSHA rules.*

**U.S. Department of Labor**  
Occupational Safety and Health Administration  
OSHA Publications Office  
PO Box 37535  
Washington D.C. 20013-7535  
Phone: 202-219-8615 Fax: 202-219-9266

**Note**

Many states have their own office for OSHA. Look for a state OSHA office first under Commerce, Business or Labor headings in your phone book. (See Exhibit 1 on page 4.) If there is no state listing, look in your phone book under Federal Government or U. S. Government for a local phone number or address.

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You are required to post certain OSHA information. Check with OSHA in your state for items that must be posted. The items are usually free.

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## Rule Referencing

To help you get more from the material, we will be referring back to the materials available from OSHA, especially the Division Manuals where specific rules and regulations are found. We will refer to each rule by a certain number.

## Two Divisions

As a contractor you will use Division 1 - General Administration Rules, and Division 3, Construction. Division 1 covers administration rules for all employers, while Division 3 includes all federal rules affecting construction.

**Note**

Your state may have adopted changes to the Federal OSHA Rules. Your state will have an office for OSHA if other rules have been adopted. State rules will almost always be more strict than federal rules.

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## State and Federal Reference

If your state has adopted rules for Division 1 or Division 3, it may use Federal OSHA Rules instead of making up its own. The federal law references then become incorporated into the state system and function the same. The only difference is that the federal reference number will normally be a little bit longer. We will go through an example for Division 3, using Oregon's Rules.