

Department of the Interior Departmental Manual

Effective Date: 3/12/99

Series: Safety Management

Part 485: Safety and Occupational Health Program

Chapter 11: Staffing Safety and Health Positions

Originating Office: Office of Managing Risk and Public Safety

485 DM 11

11.1 Purpose. To specify the minimum Safety and Occupational Health Program (Program) requirements for staffing safety and health positions within the Department of the Interior.

11.2 Reference. The Office of Personnel Management (OPM) Personnel Qualification Standard Series 018, 019, 803 and 690.

11.3 Office of Managing Risk and Public Safety (MRPS). Staff members will have the appropriate OPM qualifications for their assigned duties.

11.4 Bureaus.

A. Each bureau Designated Agency Safety and Health Official will insure that the bureau has a safety and health manager who meets, as a minimum, the OPM qualifications for GM-018/803/690, plus other qualified staff, as appropriate. This bureau safety and health manager or a qualified designee will serve as the subject matter expert to review applicants for full-time professional safety and health position vacancies within the bureau.

B. Collateral duty safety and occupational health officers will be trained, through courses in the basic elements of organizing, planning, and managing an effective safety and health program, within six months of assuming safety and health management duties, unless they have had the training/experience within the previous three years.

3/12/99 #3241

Replaces 6/10/91 #485A-1