

# NEVADA WORKPLACE SAFETY

## EMPLOYEE RIGHTS AND RESPONSIBILITIES

The Nevada Occupational Safety and Health Act was created to allow you to do your job in a safe and healthy workplace. But it is up to you to make sure that job safety works. Here are some tips to help you stay safe on the job.

Know and follow all safety rules set by:

- Your employer
- The Nevada Occupational Safety and Health Act (*OSHA*)
- The Division of Industrial Relations (*DIR*), Occupational Safety and Health Enforcement Section (*OSHES*)

You can get copies of all Nevada safety and health standards from the Safety Consultation and Training Section (*SCATS*) of the *DIR*. Also, your employer may be required to have a written workplace safety program.

If your employer requires personal protective equipment, such as hard hats, safety shoes, safety glasses, respirators, or ear protection, you are responsible to wear and/or use the equipment. Do not remove safety device or machine guard. If you do and get hurt, you will lose some benefits. If you do not know how to safely use tools, equipment or machinery, be sure to ask your supervisor.

If you see something that's unsafe, report it to your supervisor. That's part of your job. Give your employer a chance to fix the problem. If you think the unsafe condition still exists, it is your right to file a complaint with the *OSHES* of the *DIR*. The Division will not give your name to your employer. There are laws that protect you if you are punished for filing a safety and health complaint. If you feel you have been treated unfairly for making a safety and health complaint, you have 30 days from the date of the punishment to file a discrimination complaint with the *OSHES* of the *DIR*.

Most on-the-job injuries are covered by Worker's Compensation Insurance – from cuts and bruises to serious accidents. Coverage begins the first minute you're on the job. It is your responsibility to report any on-the-job injury immediately. Your employer must file an "Employer's Report of Injury" (C-3 Form) within six working days after the receipt of a "Claim for Compensation" (C-4 Form) from a physician or chiropractor. Remember it is fraud to file an industrial insurance claim if you are not injured on the job. Filing a false claim will result not only in a loss of benefits, but could mean costly fines and/or jail time.

## EMPLOYER RIGHTS AND RESPONSIBILITIES

The *SCATS* of the *DIR*, Nevada Department of Business & Industry, was created to assist employers in complying with Nevada laws which govern occupational safety and health. A Nevada employer with 11 or more employees must establish a written workplace safety program. If you have more than 25 employees, the establishment of a safety committee is also required. The *SCATS* of the *DIR* is available to provide a workplace hazard assessment. This service can assist employers in minimizing on-the-job hazards, and is provided at **no cost**. The Division also offers free safety training and informational programs for Nevada employees.

You must maintain a workplace that is free from unsafe conditions. As an employer you are responsible for complying with all Nevada safety and health standards and regulations found in:

- The Nevada Occupational Safety and Health Act, and the
- Occupational Safety and Health Standards and Regulations.

Copies of all occupational safety and health standards and regulations are available from the *DIR* (*SCATS* and the *OSHES*). You are also responsible for ensuring that your employees comply with these same rules, standards and regulations. You must select someone to administer and enforce occupational safety and health programs in your workplace. Before assigning an employee to a job, you must provide proper training in:

- Safe use of equipment and machinery
- Personal protective gear
- Hazard recognition
- Emergency procedures

You must also inform all employees of the safety rules, regulations and standards, which apply to their respective duties. It is your responsibility to maintain accurate accident, injury and safety records and reports. These files must be made available, upon request, to the affected employee and representatives of the *DIR* (*OSHES*).

The Nevada Safety and Health Poster, provided by the *DIR*, must be posted in a prominent place on the job site. Report immediately to the *DIR* (*OSHES*) all job-related fatalities, as well as those accidents where three or more employees require hospitalization.

Employers must acquire and maintain Worker's Compensation Insurance at all times. You are responsible for filing these claims. The law requires that employers shall provide newly-hired employees with a copy of this document or with a video setting forth the rights and responsibilities of employers and employees to promote safety in the workplace.

---

State of Nevada Department of Business & Industry Division of Industrial Relations Safety Consultation and Training Section

Las Vegas: (702) 486-9140  
Reno: (775) 688-1474  
Elko: (775) 778-3312

## ADDITIONAL INFORMATION

If you require further information or would like to obtain copies of safety and health standards and regulations, contact the following:

### State of Nevada Department of Business & Industry Division of Industrial Relations Safety Consultation and Training Section

In Southern Nevada  
1301 N Green Valley Pkwy, Suite 200  
Henderson, NV 89014  
702-486-9140  
FAX: 702-990-0362

In Northern/Central Nevada  
4600 Kietzke Lane, Suite E-144  
Reno, NV 89502  
775-688-1474  
FAX: 775-688-1478

In Northeastern Nevada  
350 W Silver Street, Suite 210  
Elko, NV 89801  
775-778-3312  
FAX: 775-778-3412

### State of Nevada Department of Business & Industry Division of Industrial Relations Occupational Safety and Health Enforcement Section

In Southern Nevada  
1301 N Green Valley Pkwy, Suite 200  
Henderson, NV 89014  
702-486-9020

In Northern/Central Nevada  
4600 Kietzke Lane, Suite F-153  
Reno, NV 89502  
775-688-1380

In Northeastern Nevada  
350 W Silver Street, Suite 220  
Elko, NV 89801  
775-777-9328

A video of this information is available in English and Spanish through the Division of Industrial Relations, Safety Consultation and Training Section.

**UNR will keep a signed copy (application/eligibility form) of your acknowledgement of receipt of this information**