

**Public Employee Safety & Health Bulletin #30**  
**ATTENTION: All Public Employers**  
**June 2009**

**This bulletin is being issued to remind employers to:**

- **properly train youth/temporary workers to do jobs safely**
- **restrict youth/temporary workers to jobs allowed by law**

**Lack of training in the proper use of  
equipment/machinery or safe work practices may  
result in serious injury or death to ARRA  
youth/temporary workers**

It has come to the attention of the Office of Public Employees' Occupational Safety & Health (OPEOSH) that thousands of youth/temporary employees between the ages of 14 and 24 years of age will be entering into public employment in the near future. These employees will be working at various locations and various public places of employment throughout the State. Funding for these positions is being provided through the ARRA.

The New Jersey Department of Labor and Workforce Development (NJLWD) Division of Wage and Hour Compliance and the United States Department of Labor (USDOL) Wage and Hour Division have established guidelines and regulations for the types of work that many of these youth/temporary employees may be engaged in. The restrictions/prohibitions apply to workers under the age of 18. The NJLWD regulations and the USDOL cover both restricted and prohibited activities for teen workers.

A comprehensive list of the above can be found at the State Labor and Workforce Development website at [nj.gov/labor](http://nj.gov/labor) and the Federal wage and hour website at [www.youthrules.dol.gov](http://www.youthrules.dol.gov).

In addition to wage and hour regulations, New Jersey's public employers are required to follow all safety and health procedures for these youth/temporary employees. These employees are covered under New Jersey's Public Employees' Occupational Safety and Health Act (NJSA 34:6A-25 et seq).

A copy of the Act can be found at [http://lwd.dol.state.nj.us/labor/lsse/safetyhealth\\_index.html](http://lwd.dol.state.nj.us/labor/lsse/safetyhealth_index.html) along with additional information concerning safety and health compliance information.

## **To Prevent Injuries to these Youth/Temporary Employees, Employers Should:**

- Train all employees in the safe use of equipment/machinery following the manufacturer's instructions
- Restrict/Prohibit work activities for minors in accordance with NJLWD and USDOL guidelines
- Provide personal protective equipment based on job hazard assessment and train employees on the use, care, maintenance and storage of personal protective equipment
- Enforce all safe operating practices and laws that pertain to the safe operation of equipment
- Provide initial training and refresher training in the safe use and operation of this equipment
- Immediately remove all unsafe equipment from service
- Monitor work activities to assure that safe practices are followed
- Comply with appropriate PEOSH regulations

The NJLWD OPEOSH and New Jersey Department of Health and Senior Services, Public Employees Occupational Safety and Health Program offer free consultations as well as counseling on compliance assistance to aid in developing health and safety programs. If you are interested in these free services, contact us at the phone numbers listed below.

### ***SAFE WORK PRACTICES SAVE LIVES***

*Additional public employee safety and health information can be obtained from the websites:*

[http://lwd.dol.state.nj.us/labor/lse/safetyhealth\\_index.html](http://lwd.dol.state.nj.us/labor/lse/safetyhealth_index.html)

<http://www.state.nj.us/health/eoh/peoshweb/>

**NJ Department of Labor &  
Workforce Development**

**(800) 624-1644**

**(609) 292-7036**

**NJ Department of Health &  
Senior Services**

**(609) 984-1863**