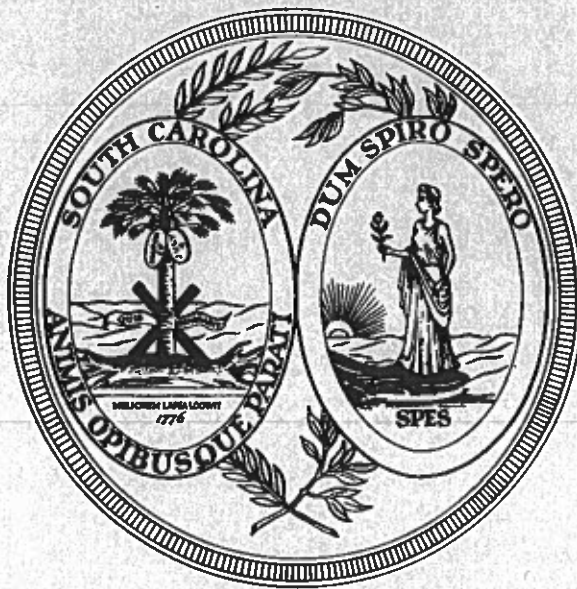


**SOUTH CAROLINA
DEPARTMENT OF LABOR,
LICENSING AND REGULATION**



**ANNUAL REPORT
1993-1994**

Printed Under The Direction Of The
State Budget And Control Board



LLR

SOUTH CAROLINA DEPARTMENT OF LABOR, LICENSING & REGULATION

Carroll A. Campbell, Jr.
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Virgil W. Duffie, Jr.
Director

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The Honorable Carroll A. Campbell, Jr.
Governor of South Carolina

Members of the General Assembly
State of South Carolina

We herewith submit the first Annual Report from the South Carolina Department of Labor, Licensing & Regulation for the fiscal year ending June 30, 1994.

This report attempts to reflect the activities and growth of the agency during this period. Any additional detailed information desired can be obtained from this office.

Respectfully submitted,

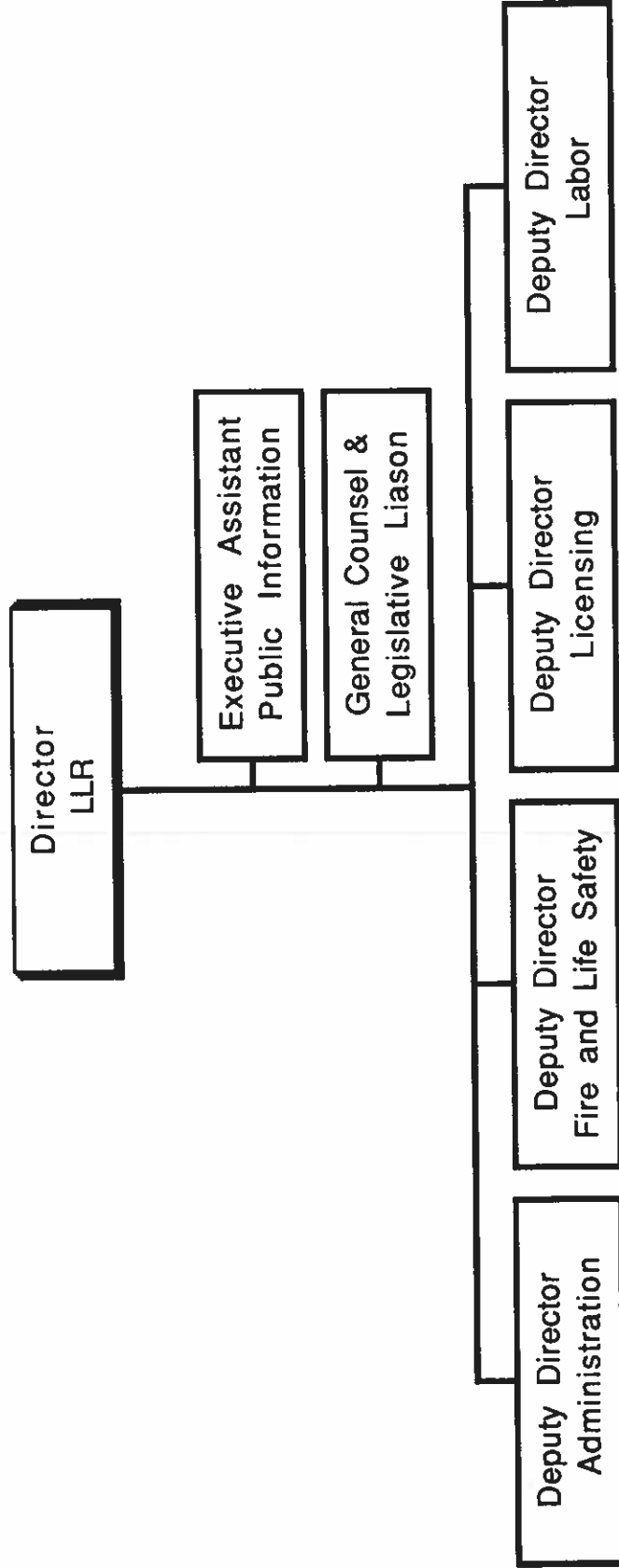
A handwritten signature in cursive script, reading "Virgil W. Duffie, Jr.".

Virgil W. Duffie, Jr.
Director of Labor, Licensing & Regulation

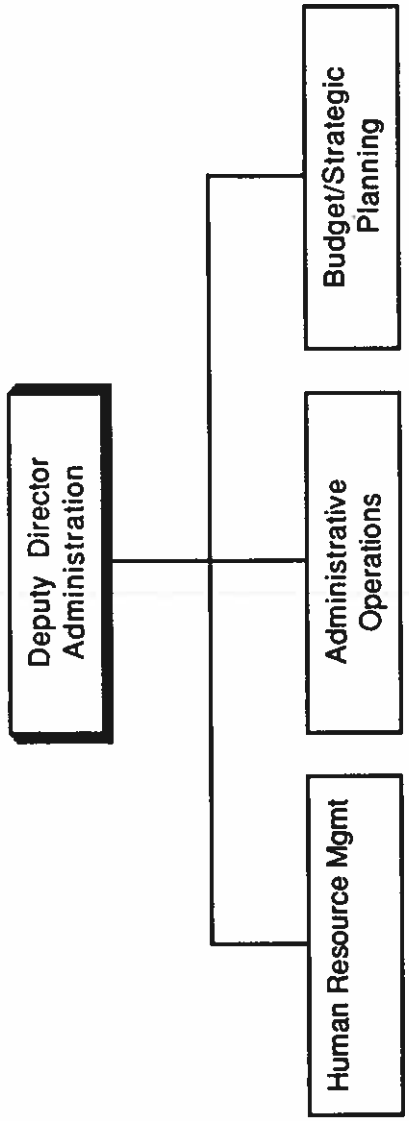
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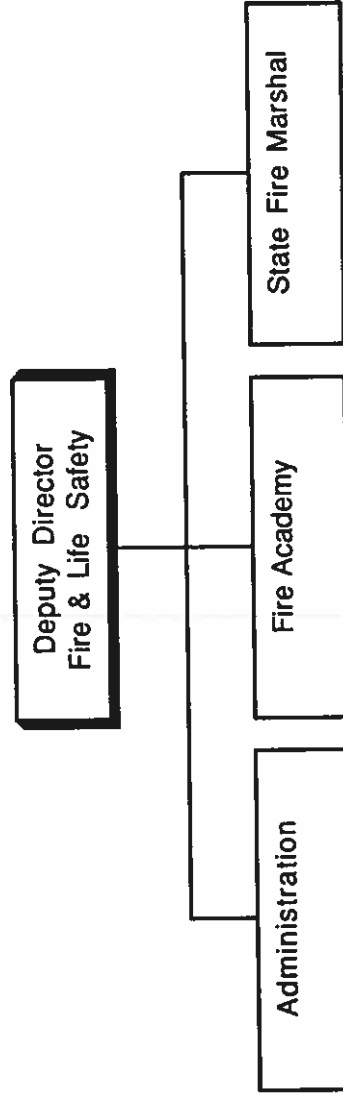
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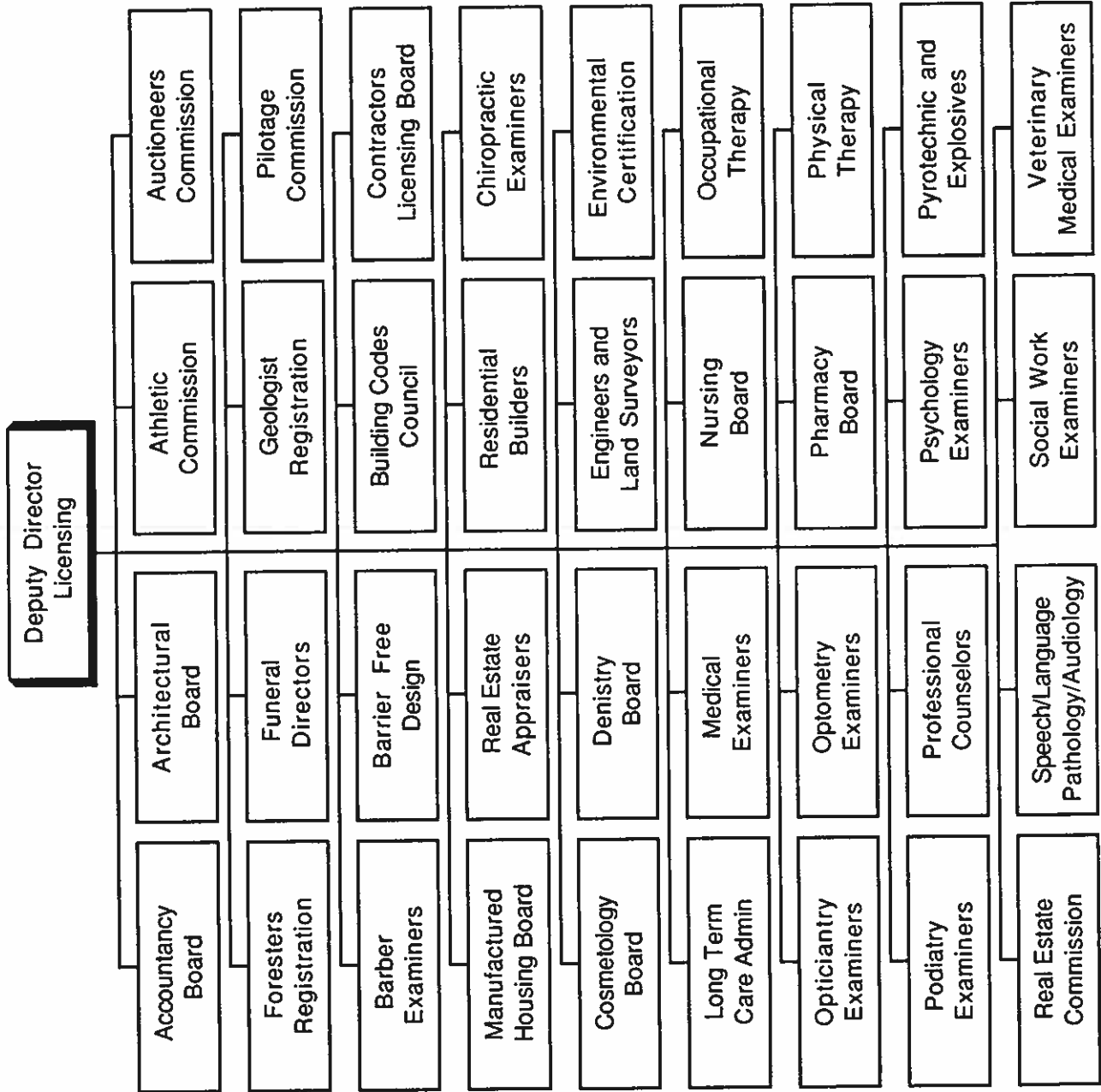
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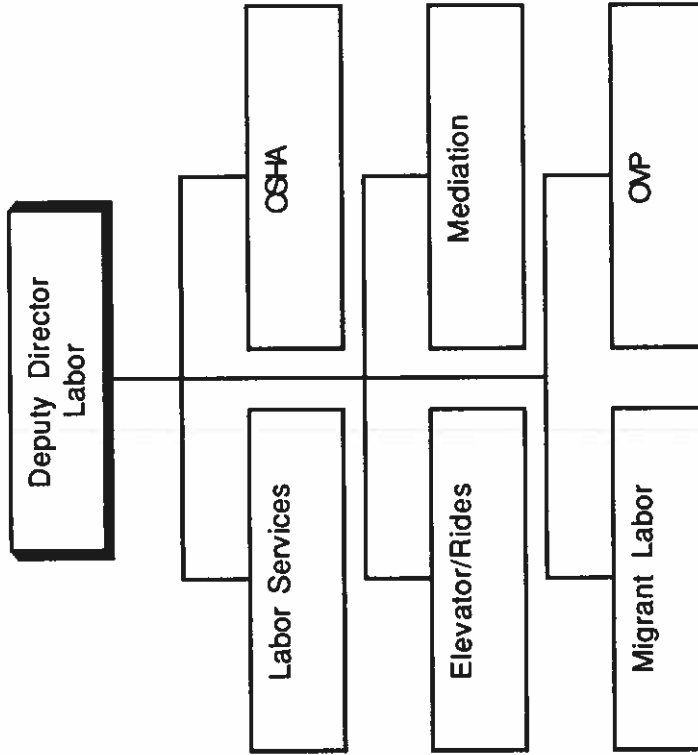
SOUTH CAROLINA DEPARTMENT OF LABOR, LICENSING AND REGULATION



SOUTH CAROLINA DEPARTMENT OF LABOR, LICENSING AND REGULATION



SOUTH CAROLINA DEPARTMENT OF LABOR, LICENSING AND REGULATION



Agency History

The South Carolina legislature restructured a significant portion of state government in 1993. Effective February 1, 1994, Act 181 created the South Carolina Department of Labor, Licensing & Regulation (LLR). It merged the Department of Labor, state Fire Marshal's Office, and 38 professional and occupational licensing boards to form the new agency.

The legislation empowered the governor to appoint a director of the Department, with the advice and consent of the Senate.

LLR has been organized into four divisions. They are Administration, Fire and Life Safety, Labor, and Professional and Occupational Licensing.

DIVISION OF FIRE AND LIFE SAFETY

141 MONTICELLO TRAIL

COLUMBIA, SC 29203

(803) 896-9800

Organization

Background

Key Staff

Responsibilities

Programs:

Office of State Fire Marshal

Public Fire Safety Education

Inspection Services

Engineering Services

South Carolina Fire Academy

Regional Training

Curriculum, Accreditation, and Certification

Resident Training

Background

The Division of Fire and Life Safety serves as the fire safety focal point for South Carolina, maintaining a statewide delivery system for fire prevention, protection, and training services. Leadership, guidance, and services needed by the fire service to carry out its responsibilities at the local level are provided. The division consists of the Office of State Fire Marshal and the S.C. Fire Academy.

Key Staff

Deputy Director Greg Kyte

State Fire MarshalLewis Lee

Superintendent of S.C. Fire AcademyBilly Frost

Responsibilities

Statutory responsibilities for the primary programs of the Division are as follows:

Code Enforcement (23-9-10 through 23-9-180):

Charges the State Fire Marshal with responsibility for requiring compliance with national and state-adopted fire safety codes and standards promulgated by the Division of Fire and Life Safety and the Liquefied Petroleum Gas Board and gives authority to the State Fire Marshal to inspect buildings for codes compliance.

South Carolina Fire Academy (23-10-10):

Charges the Fire Academy with the operation of a training facility to upgrade the state's fire service personnel—paid, volunteer, and industrial.

Programs

Office of State Fire Marshal

The Office of State Fire Marshal has regulatory responsibility to ensure compliance with state fire safety regulations. This is accomplished through inspection activities by deputy state fire marshals in the field and code consultation and plans review services provided by the Engineering Services Section. Fire prevention activities aimed at reducing the state's fire death rate are managed by the Public Fire Safety Education Section. Activities include the distribution of smoke detectors, programs in the schools to educate youth and the dissemination of timely fire safety information to the public.

Public Fire Safety Education

Fire Death Statistics

South Carolina continues to rank in the top 10 in the nation according to national statistics released by the U.S. Fire Administration. Statistics for 1993 show that South Carolina is on an uphill swing again, experiencing 125 deaths due to fire as compared to 100 in 1992. Last year heating and smoking were the major casual factors for these fire deaths with newborns to children 10 years of age experiencing the largest loss of life.

Get Alarmed, South Carolina!

The Get Alarmed, South Carolina! program, which began in 1988, continued to be promoted at the local level with administrative support from the division. During FY 1993-94, the program was completely revamped and under the new law "Solicitation of Charitable Funds Act," was registered with the Secretary of State's Office. In addition to local fire service involvement, the Richland County DSS Board of Directors and the S.C. Electrical Cooperatives pledged support. Through this collaborative effort, over \$3,000 was raised for the Richland County area. In all, over 60,000 pieces of educational material were distributed throughout the state.

Save Our Children

During the fall of 1993 the Division of Fire and Life Safety, DHEC's Division of Childrens' Health, along with the state fire service distributed over 600 smoke detectors to 12 counties under the "Save Our Children" program. Families with children born under the medicaid

program received a well baby check up within two weeks of birth. During this visit, a smoke detector as well as educational materials were provided.

South Carolina Incident Reporting System

State law requires that the division collect and analyze data on fire incidents. The data collected from 142 participating fire departments in South Carolina and other departments nationwide are entered into a national database that is used to project trends in concentration of fires, types of fires, and dollar losses. Based on information gathered, our state experienced 10,637 fires in 1993 with an estimated dollar loss of \$27,695,523. Fire loss breakdown: 3,025 structure fires, 2,386 vehicle fires, 5,226 other classifications (i.e. outside fires, public assembly, institutional, educational, industry, store/office, manufacturing, special property, storage, unknown).

Fire Safety Curriculum for Public Schools

"Freddie's Fire Smart Kids" is a comprehensive fire safety educational curriculum program for students in kindergarten through first grade. During FY 1993-94, the curriculum ended its first full year of implementation into the public school system of South Carolina, serving 20,000 students to date. Plans are underway for the Freddie curriculum to be developed for second and third grades. "Freddie's Fire Smart Kids" was developed through collaborative efforts of the division and Clemson University, with funding provided by the Insurance Reserve Fund.

Inspection Services

Inspections for Codes Compliance

Fire safety codes compliance was the primary responsibility mandated to the division at its inception. Today, inspections continue as one of the core functions. Inspections by 17 deputy state fire marshals totalled approximately 19,000, representing a 39% increase from FY 1992-93. Inspections are listed by category as follows:

Schools	2,873
Colleges/Universities	446
Condominiums	4
Follow-up inspections	4,476
Hotels	2
Jails/Prisons	410
Day Cares/Nurseries	2,248
Foster Care Facilities	1,964
Service Stations	206
Propane Bulk Plants	117
Propane Homes	1,672
Propane Re-sellers	517
LP/Fire Equipment	160
Automatic Fire Systems	476

Fireworks/Blasting	35
Fire Death Reports	67
Assisted Inspections	1,283
Miscellaneous	<u>2,016</u>
TOTAL	<u>18,972</u>

LP Gas Licensing

During 1993-94, the division issued licenses to 641 LP-gas companies and, as a result, deposited \$63,850 to the general fund.

Fees Charged for Fire Equipment Licenses and Permits

The division issued licenses to 140 fire equipment (extinguisher) companies. In addition, 49 individuals employed by licensed fire equipment companies were issued permits. A deposit of \$19,500 was made to the general fund as a result of this program.

Firemen's Insurance and Inspection Fund

As required in 23-9-360, the division received quarterly reports and equipment certificates from 414 member fire departments of the South Carolina State Firemen's Association. As a recordkeeping function, the division verifies to county treasurers that the participating fire departments have submitted the proper forms and are in compliance to receive monies rebated on funds collected from insurance premiums.

Appeals of State Fire Marshal Decisions

The appeals process was changed by state government reorganization legislation. Appeals are now heard by administrative law judges. No decisions of the State Fire Marshal were appealed in FY 1993-94.

State Fire Marshal Certification Program

The purpose of this program is to train and certify local public fire inspection personnel to act on behalf of the state fire marshal in identifying violations of state fire safety regulations. During FY 1993-94, the division trained and certified 199 new fire inspectors and recertified 461, generating \$16,865 in gross revenue.

Engineering Services

Plans Review

During FY 1993-94, 474 project plans were reviewed by the Engineering Services Section. A deposit of \$60,247.82 was made to the general fund for review of automatic fire sprinkler plans. Due to legislative action, the division will no longer be charging for this service.

Explosive Control Program

The explosive control program was transferred from the Division of Fire and Life Safety to the Division of Professional & Occupational Licensing of the Department of Labor, Licensing, and Regulation.

SOUTH CAROLINA FIRE ACADEMY

The new state-of-the-art S.C. Fire Academy, located on a 208-acre tract north of Columbia off Monticello Road, is one of the finest in the nation. The facility, along with its many regional offices, provides a statewide fire and emergency training delivery system to serve the needs of the public and private sectors. The Academy features modern classrooms, a dormitory, cafeteria, auditorium, drill tower, two burn buildings, and LP gas and flammable liquid burn pads. An aircraft fire fighting prop made possible by a \$6.2 million grant from the FAA was constructed for the training of fire fighting crews.

During the year, the Academy conducted 1,180 courses training 16,500 students. The Academy received \$25,000 in a continuing grant from the S.C. Emergency Preparedness Division and an \$80,000 grant from the U.S. Department of Transportation for hazardous materials training.

Relocation Project

The first phase of construction began with the ground breaking at the new site in December 1992 and was substantially completed one year later. This phase includes administration offices for the State Fire Marshal and Fire Academy along with a classroom building and auditorium. The second phase includes a cafeteria and dormitory, two burn buildings, drill tower, state of the art fire fighter training props, and fire station. Phase two is expected to be completed by January 1, 1995. Plans to begin live fire training at the new site off Monticello Road should commence shortly thereafter.

Regional Training

The Academy operates five regional offices throughout the state. The Train-the-Trainer concept introduced four years ago continues to be one of the academy's top priorities. It is the primary method of delivering training at the local level to the public fire service by using academy-certified instructors.

Curriculum, Accreditation, and Certification

The Academy implemented its certification program as accredited through Oklahoma State University to the fire service. Ten curriculum projects were initiated during the year to develop programs to meet public and industrial fire protection training needs.

Resident Training

The academy conducted the annual Southeastern Fire School for approximately 1,300 students from South Carolina and neighboring states. In addition, 100 new instructors were certified, and approximately 50 separate instructor workshops were offered for instructors to become certified in 20 separate courses during this fiscal year. Approximately \$400,000 was generated in gross revenue through the sale of industrial training courses and the delivery of 180 industrial courses.

Division of Labor

Office of Elevators and Amusement Rides

The office was created in 1986 to administer the South Carolina Elevator Code and the South Carolina Amusement Ride Safety Code. To ensure compliance with both, the licensing staff of 10 inspectors conducts inspections of new and existing elevator facilities and amusement rides.

Elevator Safety Inspections

Under Chapter 16 of Title 41 of the South Carolina Code of Laws, 1976 (as amended), the Office of Elevators and Amusement Rides administers regulations governing construction, alteration and installation of new elevators, escalators, dumbwaiters, handicapped lifts, and moving walks. It also administers safety standards for existing facilities. All safety standards are national consensus standards as published by the American National Standards Institute. The office, and the special inspectors it licenses, inspect elevator facilities and issue operating certificates.

Since registration of elevators formally began in July 1986, 5965 elevators have been registered in South Carolina. Those counties registering the highest number of elevators were Richland, Charleston, Greenville and Horry counties. A total of 5841 inspections were conducted of elevator facilities, which include passenger and freight elevators, escalators, dumbwaiters, man-lifts and handicapped lifts. Fees for inspections by the Office of Elevators and Amusement Rides are based on the contract price for new elevators under construction or on the number of floors served by an existing elevator. Those fees amounted to approximately \$607,110 for inspections conducted during fiscal year 1993-94. Inspection fees charged by the S.C. Department of Labor, Licensing & Regulation and its special inspectors are set by regulation no more than once per year. Of the 5841 inspections, 984 were performed by six special inspectors licensed by the S. C. Department of Labor, Licensing & Regulation.

Fines for elevators that did not comply with state laws totaled \$3750 for this fiscal year.

Elevator Inspection Activity FY 1993-94

Annual Inspections	4,231
Construction Turnover	217
Construction Temps	119
Re-inspections	135
Complaint	5
Accident	1
Alteration Inspection	149
Total conducted by	
Agency Inspectors	4,857
Special Inspector	
Inspections	984

The Office of Elevators and Amusement Rides issued 4887 operating certificates for elevators determined to be in compliance with the S.C. Elevator Code and Regulations, 222 permits for construction of new elevator facilities, and 120 alteration permits for existing elevators. Thirty of these were handicapped lifts.

Amusement Ride Safety Inspections

Under Chapter 18 of Title 41 of the South Carolina Code of Laws, 1976 (as amended), the Office of Elevators and Amusement Rides administers regulations to guard against injuries in the assembly, disassembly and use of amusement devices at carnivals, fairs, and amusement parks. The office and the special inspectors it licenses inspect amusement devices and issue operating permits. Inspection fees are based on the type of device being inspected and are set by regulation no more than once per year.

During fiscal year 1993-94, the office issued 780 operating permits for amusement devices, and collected \$63,145 in inspection fees. A total of 827 inspections were conducted of amusement devices. No inspections were conducted by special inspectors.

Amusement Device Inspection Activity FY 1993-94

Initial Inspection	780
Accident	3
Re-inspection	40
Complaint	4

Office of Labor Services

Wages

It is the responsibility of the Office of Labor Services–Wages to enforce the South Carolina labor laws regarding payment of wages and child labor.

In 1986, the office was given new responsibilities and authority by passage of Act No. 412, a complete revision of the Payment of Wages Law. As signed by the governor on April 21, 1986, this act requires employers to give written notice to employees of certain key provisions of their wages, to pay according to this notice, and to keep records of the payments. The South Carolina Department of Labor, Licensing & Regulation is authorized to make inspections, issue warnings and citations, and assess civil penalties for violations of the act.

In 1989, the office was given new responsibilities by passage of Act No. 209, which is an amendment to state child labor laws as signed by the governor on June 8, 1989. The amendment allows the agency to make findings concerning employers who engage in any oppressive child labor actions, to issue warnings, and to assess civil penalties.

During fiscal year 1993-94, 1750 businesses were investigated; 969 warnings were issued for violations of the recordkeeping requirements of §41-10-30, and 743 citations were issued for violations of §41-10-40, payment of wages, accounting for \$125,255 in assessed penalties.

Wage-Related Activity FY 1993-1994

Complaints received	1,750
Complaints investigated	1,750
Warnings issued	969
Citations issued	743
Violations cited	4,925
Average Number of Violations Per Investigation	2.81
Penalties assessed	\$125,255
Compliance investigations (includes follow-ups & child labor)	115

Child Labor Activity FY 1993-94

Child Labor Investigations	37
Warnings Issued	21
Citations Issued	0
Violations Cited	48

Conciliation

The Office of Labor Services–Conciliation functions as the representative of the South Carolina Department of Labor, Licensing & Regulation in the area of labor-management relations. Its duties consist of:

- establishing and maintaining communications with the labor force as well as the business and industry segments of the state;
- providing alternative dispute resolution (conciliation) to employers and employees; and
- seeking mutually acceptable solutions to such disputes.

The Office of Labor Services–Conciliation uses a regional service delivery concept and represents the approximately 96% of the labor force of South Carolina not belonging to labor unions. It also serves management level staff in companies with labor unions. The office functions as a medium in job disputes between labor and management in matters which require the use of conciliation services. Accepted methods of dispute resolution are utilized by the staff in cases involving involuntary discharge, suspension, general grievances and questionable layoff/recall practices which do not involve allegations of discriminatory practices. Resolution of such disputes may range from explanation of the disputed action to neutral reference to reinstatement. Listed are the number and types of disputes received and processed during fiscal year 1993-94:

Involuntary Termination	501
Suspension	2
Unfair Layoff/Recall	7
General Grievance	4
Neutral Reference	275
Other	<u>5</u>
Total	794

The following are the number of complaints resolved/closed along with results or reasons for closure. Note: these numbers include cases carried over from the previous fiscal year.

Rehire/Reinstatement	58
Neutral Reference	504
Agency Determination (Company followed policy)	240
Referral	2
Withdrawal	36
Failure to Cooperate/Other	<u>27</u>
Total	867

The Office of Labor Services–Conciliation seeks to accomplish its mission primarily through persuasion and goodwill. Staff is held to strict requirements of neutrality and confidentiality in dispute resolution. Although it primarily assists the segment of the labor force with no other avenue of redress, a primary goal is to promote understanding between labor and management and to encourage fair labor and employment practices.

Central to the program's efforts to reduce and avoid disputes between labor and management is the provision of technical assistance to employers and employer groups in various

labor-management relations areas throughout the 46 counties. The following assistance was provided this fiscal year: in-house training sessions for supervisory/management staff, review and editing of employee handbooks/personnel manuals, and counseling regarding employee disciplinary procedures. This assistance resulted from 521 telephone and personal contacts with employers throughout the year.

Counseling via telephone regarding work ethics and other work-related concerns were provided to approximately 6000 employees. Additionally, 9356 referrals were made to other labor-related agencies such as the Employment Security Commission, State Human Affairs Commission, EEOC, and the Workers' Compensation Commission.

Office of Mediation for Organized Labor

Under §41-17-10 of the South Carolina Code of Laws, 1976 (as amended), the director of the Department of Labor, Licensing & Regulation is responsible for assisting in the settlement of labor disputes (except railroads and express companies doing business by rail). Through the Office of Mediation for Organized Labor, he investigates industrial disputes, strikes, lockouts, and their causes, and tries to help the two sides reach agreement. When requested by both sides, mediators will act as arbitrators or appoint other arbitrators. In general, the Office of Mediation tries to eliminate the causes of misunderstanding and differences between unionized labor and management.

This office also administers the South Carolina Right to Work Law (S. C. Code of Laws, §41-7-10 through §41-7-90), which provides that the rights of workers shall not be denied or abridged based upon their affiliation or non-affiliation with a labor union. During fiscal year 1993-94, there were 27 Right to Work complaints.

During fiscal year 1993-94, the Office of Mediation monitored and/or participated in 205 contract negotiations involving 16,961 union employees. Seven strikes were reported that involved 947 union workers and a total of 553,680 lost work hours.

Mediation Activity FY 1993-94

Contracts Negotiated	205
Union Workers Involved in Negotiations	16,961
Right to Work Cases	27
Strikes Reported	7
Workers Involved in Strikes	947
Work Hours Lost Due to Strikes	553,680

Office of Migrant Labor

The Office of Migrant Labor was reactivated on May 1, 1992, and charged with the responsibility "of improving the quality of life for migrant and seasonal farm workers and their families." The office operates as a clearinghouse by facilitating, coordinating and monitoring programs and services provided by public and private organizations.

As the administrative arm of the South Carolina Farm Workers Commission, the office works closely with all agencies addressing the laws pertaining to farmers, migrant and seasonal farm workers in South Carolina.

During fiscal year 1993-94, the office accomplished the following goals:

1. Actively participated in addressing problems and issues that affected over 1600 migrant and seasonal farm workers. These cases involved housing, hiring practices, emergency assistance, terminations, immigration and referrals.
2. Continued to operate a toll free telephone line with voice mail features in English and Spanish so that farm workers and individuals would have access to the office when it is closed or the staff is out of the office.
3. Distributed the South Carolina OSHA poster and the *Services for Migrant Workers* handbook in Spanish, which include emergency numbers in order to help farm workers and growers secure services when needed.
4. Recruited and compiled a "pool" of translators who were available to assist organizations, agencies and individuals that serve farm workers and their families.
5. Held workshops to inform growers of changes in laws.
6. Organized a statewide migrant and seasonal farm workers conference to inform agencies and individuals about migrant labor issues.

South Carolina Farm Workers Commission

Under South Carolina Code of Laws 46-43-20, 1976 (as amended), it is the responsibility of the South Carolina Migrant Farm Workers Commission "to maintain a continuing consultative examination and supervision of the migrant labor program relating to living conditions; health, housing and public assistance and the coordination of federal, state and local programs relating thereto."

S.C. MIGRANT FARM WORKERS COMMISSION

Raymond Tumbleston—Chairman

Jim Griffin—Vice Chairman

Rev. Carroll Johnson
Southeast/Williamsburg Baptist Association
Hemingway, S.C.

Mary D. Ruschky
S.C. Department of Labor, Licensing & Regulation
Migrant Office, Columbia, S.C.

Raymond Tumbleston
Vegetable Grower, Edisto Island, S. C.

Barbara Coleman
Telamon Corp., Columbia, S.C.

Dorothy Snowden
Tobacco Grower, Hemingway, S.C.

D. Glen Kinard
Watermelon Grower, Allendale, S.C.

Jim Griffin
S.C. Farm Bureau, Columbia, S.C.

Robert F. McCurry
Peach Grower - Vance, S.C.

Ben Gramling, II
Apple Grower, Gramling, S. C.

Lazetta Bruce
Peach Grower, Campobello, S.C.

O. Belton Sanders
S.C. Employment Security Commission
Wadmalaw Island, S.C.

A.B. Jenkins
Sea Island Health Care Group
Johns Island, S.C.

Rev. J.J. Diaz
Iglesia Biblica Latino Americana, A.R.P.
Columbia, S.C.

Office of Occupational Safety and Health

Compliance Section

The purpose of the state Occupational Safety and Health Act is to assure working men and women a safe and healthful working environment. To see that the objectives of the act are met, the Compliance section staff of 15 compliance officers and 11 industrial hygienists conducts inspections to ensure compliance with safety standards and initiates enforcement procedures in cases of noncompliance.

During fiscal year 1993-94, the Compliance section conducted 2136 inspections. Safety inspections numbered 1843, or 86.3 percent of this total. Health inspections numbered 293, or 13.7 percent of total inspections. These figures represent a 10 percent decrease in the total number of safety and health inspections compared to 1992-93 figures.

A further analysis of Compliance activity reveals the following:

- a total of 1541 planned inspections were conducted;
- 255 complaint inspections;
- 67 accident and fatality investigations which involved 39 fatalities;
- 53 referral inspections;
- 74 unprogrammed related inspections;
- 102 follow-up inspections;
- 40 programmed related inspections; and
- 4 monitoring inspections.

A total of 8456 violations were cited. The 5178 other-than-serious violations accounted for 63.6 percent; 2938 serious violations for 36.1 percent; and 21 repeat violations accounted for less than one percent of the total violations. The adjusted penalties for these violations amounted to \$2,076,241. Penalties collected during the fiscal year totaled \$1,281,592.

There were four willful violations which accounted for less than one percent of total violations.

**OSH Compliance Activity
FY 1993-94**

Number of Inspections	2,136
Case hours	24,951
Case hours per inspection	11.7
Number of Violations	
Serious	2,938
Repeat	21
Other	5,178
Willful	4
Number in Compliance	476
Percent in Compliance	22.3%
Employees Covered	99,524
Employees Covered per inspection	46.5
Percentages:	
Safety Inspections	86.3%
planned inspections	72.1%
accident & fatality investigations	3.1%
complaints	11.9%
referrals	2.5%
follow-up inspections	4.8%
unprogrammed related	3.5%
programmed related	1.9%
monitoring	0.2%
Health Inspections	13.7%

**Technical Support Section
*Integrated Management Information System***

This section has the responsibility to compile, analyze and prepare accurate data as necessary concerning all safety and health inspections and activities which will assist in the management of the state OSH program. Data collected is used to plan, direct and evaluate the OSH program and to provide objective information on which to base policy decisions.

Statistics Section

Annual Occupational Injuries and Illnesses Survey

This annual survey of work-related injuries and illnesses by Standard Industrial Classification (SIC) is conducted by the Technical Support Section in cooperation with the Bureau of Labor Statistics, U.S. Department of Labor. It is closely connected with South Carolina's state OSH plan.

By utilizing formal sampling techniques and estimating procedures, only a relatively small percentage of the total private sector employers are required to report under this system. Data collected in this survey is based on uniform recordkeeping requirements which are mandatory under provisions of both the 1970 Occupational Safety and Health Act and corresponding state laws.

Data compiled from the survey includes items relating to hours worked, nature of business, and injury/illness rates for various industry groups. These rates allow for comparisons, both between years and among industry groups, in order to measure the effectiveness of the state OSH plan and to provide a management tool for safety engineers and persons interested in measurements of work injuries and illnesses.

A total of 77,645 occupational injuries and illnesses were reported in 1992, a 1.7 percent decrease from 1991. Of the recordable cases, about one out of every 14 workers in South Carolina experienced a job-related injury or illness. Of the 77,645 recordable cases, an estimated 31,845 cases involved lost workdays. Approximately 95.3 percent of the total cases were occupational injuries and 4.7 percent were illnesses.

Questionnaires were mailed to 7168 sample units. A relatively small portion of these were excluded because:

- the employer was no longer in operation;
- they were included in a report for another location;
- duplicate survey forms were received for the same location; or
- the survey form was not mailable because of an inadequate address.

Original and follow-up mailings and telephone calls resulted in 5687 usable questionnaires.

For further analysis and detailed data, please refer to the South Carolina Occupational Injuries and Illnesses Survey which is published annually by the Technical Support Section, South Carolina Department of Labor, Licensing & Regulation.

Standards Section

Three public hearings were held during fiscal year 1993-94 to correct, amend, or revise 16 existing OSHA standards and to promulgate the following three new standards:

- (1) new section 1928.1027 on Cadmium;
- (2) new section 1926.62 on Lead; and
- (3) new section 1910.269 on Electric Power Generation, Transmission and Distribution.

The following telephone inquiries were received during this period:

<u>Reason for telephone call</u>	<u>Number of calls</u>
Standards information	2,519
Technical information/advice	199
Standards interpretation	714
General information	445
TOTAL	3,877

Legal Review Section

During fiscal year 1993-94, 146 inspections resulted in protested citations. These protests were docketed with the South Carolina Occupational Health and Safety Review Board for hearing under the State Administrative Procedures Act. Of the 146 protested cases, 103 were closed by agreement of the parties. Others were heard by the Board.

South Carolina Occupational Health & Safety Review Board

Under §41-15-600 through §41-15-640, South Carolina Code of Laws, 1976 (as amended), it is the responsibility of the South Carolina Occupational Health & Safety Review Board to hear and decide contested cases resulting from citations, penalties, and time periods for abatement of citations issued by the director of Labor, Licensing & Regulation.

The Board consists of six members, one from each congressional district.

S.C. Occupational Health & Safety Review Board Activity FY 1993-94

<u>Review Board Member</u>	<u>No. of Cases Assigned</u>
Thomas Webber, Jr.	24
Elaine Craft	31
Walter Riggs	15
Roy Hemphill	22
Declan Klingenhagen	29
Paul Garfinkle	<u>25</u>
TOTAL CASES	146

Current Board Members

Elaine Craft
Congressional District #5

Roy Hemphill
Congressional District #3

Walter Riggs
Congressional District #6

Paul Garfinkel
Congressional District #1

Declan Klingenhagen
Congressional District #2

Thomas Webber, Jr.
Congressional District #4

Office of OSHA Voluntary Programs

Formerly called the Division of Education, Training & Consultation, the Office of OSHA Voluntary Programs provides safety and health courtesy inspections, technical assistance, and safety and health training to aid the business community of South Carolina in voluntary compliance with all areas of the Occupational Safety and Health Act. Services are free to both public and private sector employers upon request. Training resource materials, brochures, booklets, audio-visual programs, seminars, lectures and extended courses have been developed to assist employers in providing their employees a safe and healthful work environment.

In October 1993, this office implemented an additional program called the Voluntary Protection Program (VPP). This section is a recognition program for manufacturing facilities that have exemplary safety and health records and have reduced injury and illness rates.

Education & Training Activity

FY 1993-94

<u>INDUSTRY TYPE</u>	<u># OF TRAINING PROGRAMS</u>
General Industry	0
Construction	8
Health	244
Local Government	49
State Government	39
TOTAL	340
Contact hours	10,111
# of Trainees	9,069

Consultation Activity

FY 1993-94

Requests received	490
Total consultative visits	464
•Courtesy inspections	345
•Technical assistance	42
•Follow-ups	42
•Other (training and education)	35
Total: Establishments visited	464
Total: Serious violations	1,998
Total: Serious hazards corrected	1,979
Employees affected	12,221*
Workplaces achieving voluntary compliance	461 (3 referred to compliance)
Samples submitted	487
Laboratory analysis	1,663

* Exposed to serious hazards only.

Division of Professional and Occupational Licensing

Board of Accountancy

This board regulates all aspects of accounting practices in the state. The S.C. Board of Accountancy offers three levels of licensing for accountants:

- (1) Certified Public Accountant,
- (2) Public Accountant, and
- (3) Accounting Practitioner.

The board suspended two and revoked 77 licenses during the fiscal year. It added 266 new licensees, making the total licenses issued 3,845. The board handled 170 inspections and investigations and 29 complaint cases.

For fiscal year 1993-94, 229 applicants passed the examination and 920 failed.

Board members: Gale Bell; C.A. Chellis III; Randolph B. Epting (vice-chairman); Ray F. Faulkenberry (secretary); Robert T. Foster; Earl Mitchell; Zeno H. Montgomery (chairman); Charles W. Schulze; and Austin M. Sheheen, Jr.

Board of Architectural Examiners

This board offers licenses for the professional practice of architecture to individuals, firms, corporations, professional associations, and partnerships.

The board revoked 179 licenses during the fiscal year due to failure to remit renewal fees. It added 178 new licensees, making the total licenses issued 3,209. The board received 54 complaints, which resulted in 46 investigations.

For fiscal year 1993-94, 45 applicants passed the examination and 141 failed.

Board members: Louis P. Batson III; Marshall F. Clarke, AIA; T. John Gilmore, AIA (secretary/treasurer); W. Jefferson Leath, Esq. (vice-chairman); Stephen A. Usry (chairman).

Athletic Commission

The S.C. Athletic Commission oversees the protection of participants in boxing, wrestling, sparring events, exhibitions, contests, and performances. It licenses trainers, announcers, managers, wrestlers, promoters, judges, matchmakers, timekeepers, referees, boxers, kick boxers, and seconds.

The board licensed 1,024 individuals. It handled 120 inspections and investigations and 125 complaint cases.

Board members: Robert H. Bishop; Michael C. Bolchoz; A. Craig Drenon (treasurer); Chris G. Hitopoulos; John H. Holladay Jr. (chairman); Franklin M. Stallings; and Kenneth R. Witt.

Auctioneers' Commission

This board licenses and regulates auctioneers, apprentice auctioneers and auction firms.

The board added 80 new licensees, making the total licenses issued 1,179. The board handled 25 inspections and investigations and 114 complaint cases.

Board members: James G. Blocker; Ivan Broadwell (vice-chairman); Mae W. Buzhardt (secretary); Wendell Christopher (chairman); and Robert M. Weatherly.

Board of Barber Examiners

This board registers and regulates barbers, apprentice barbers, students, barber teachers, barber assistants, barber shops and schools, on-the job instructors, and master hair care specialists.

The board added 571 new licensees, making the total licenses issued 5,653. The board handled 2,656 inspections and investigations and seven complaint cases.

For fiscal year 1993-94, 381 applicants passed the examination and 85 failed.

Board members: Edwin C. Barnes (vice-chairman); Thomas F. Brant; Ben Deluca Jr.; William D. Norris (chairman); and Thelma Robinson.

Board for Barrier Free Design

This board was created in 1974 to establish and enforce minimum standards necessary to eliminate architectural barriers to entry and use of public and government buildings by aged or physically disabled citizens.

The board investigated or inspected 544 cases and handled 56 complaints.

Board members: Marion Dorsey (ex-officio); Joe Dusenbury (ex-officio); Bill R. East (chairman); Willie D. Herbert; Paul R. Miller (vice-chairman); Walter M. Patrick Jr.; and Adrienne R. Youmans (ex-officio).

Building Codes Council

The Building Codes Council, created in 1972, approves building and construction codes submitted for adoption by municipalities and counties.

The board added 21 new licensees, making the total licenses issued 93. The board handled 35 inspections and investigations and four complaint cases.

Board members: James L. Anderson; William Anderson; Clyde Carter (secretary); Arthur L. Cummings; Caldwell R. Dial Jr.; Marion Dorsey (ex-officio); Frank P. Hodge Jr. (vice-chairman); George D. Matthews; Kenneth P. Padgett; Sally Paul; Curtis Rye; Lloyd D. Schumann; and Vaughn Wicker (chairman).

Board of Chiropractic Examiners

This board licenses chiropractors. It added 58 new licensees, making the total licenses issued 993. The board handled 43 complaint cases.

For fiscal year 1993-94, 89 applicants passed the examination and 113 failed.

Board members: Michael L. Coon; William M. Decken; Paul R. Johnson Jr. (vice-chairman); Lawrence F. Jones; Richard C. Mooneyham (chairman); Richard E. Plummer; Leon Sigler; and Ron C. Sisk.

Contractors' Licensing Board

This board offers licenses for general contractors, mechanical contractors, alarm systems, bidders, and fire protection sprinkler contractors.

The board revoked 60 licenses during the fiscal year. It added 795 new licensees, making the total licenses issued 7,900. The board handled 89 inspections and investigations and 128 complaint cases.

For fiscal year 1993-94, 501 applicants passed the examination and 60 failed.

Board members: Russell C. Ashmore; Michael M. Grady (vice-chairman); Harry R. Kent (chairman); Gary W. Shelton; and Wesley F. Walker.

Board of Cosmetology

The Board of Cosmetology licenses and regulates cosmetologists, cosmetology instructors and schools, estheticians and manicurists.

It added 1,546 new licensees, making the total licenses issued 23,941. The board handled 9,063 inspections and investigations and 166 complaint cases.

For fiscal year 1993-94, 949 applicants passed the examination and 283 failed.

Board members: William N. Bowen; Mary B. Bowman (chairman); Tommie Brant; L. Ray Gambrell; and Lottie Gregg.

Board of Examiners for Licensure of Professional Counselors, Associate Counselors, and Marital and Family Therapists

This board licenses professional counselors, associate counselors, marital and family therapists, LPC supervisors, and MFT supervisors.

It added 163 new licensees, making the total licenses issued 1,624. The board handled 16 inspections and investigations and 16 complaint cases.

For fiscal year 1993-94, 89 applicants passed the examination and 19 failed.

Board members: Shirley D. Furtick; Arthur F. Grant; Chrys J. Harris (president); Sandra H. Matthews (secretary); Kathryn M. Sharpe (vice-president); and Kinly Sturkie.

Board of Dentistry

This board offers licenses for general dentistry, dental specialist, dental hygienist and dental

technician.

It added 218 new licensees, making the total licenses issued 3,676. The board handled 34 inspections and investigations and 29 complaint cases.

For fiscal year 1993-94, 219 applicants passed the examination and 35 failed.

Board members: Vaughn E. Bullard (vice-president); John C. Cosby; James A. Hill; Benjamin T. Kays; Ray A. Langston (secretary); James E. Lee (president); Malinda M. Lindsay; Louis E. Shepard; and Joanne Whitehead.

Board of Registration for Professional Engineers and Land Surveyors

The board offers licenses for the following: professional engineer, engineer-in-training, professional land surveyor-Tiers A and B, land surveyor-in-training, and certificate of authorization (for a corporation, firm or similar entity).

The board suspended seven licenses during the fiscal year. It added 1,029 new licensees, making the total licenses issued 24,722. The board handled 247 investigations and 247 complaint cases.

For fiscal year 1993-94, 911 applicants passed the examination and 628 failed.

Board members: James Dominick; A. Cleveland Gillette (vice-chairman); William T. Knowles (secretary); L.G. "Skip" Lewis; James T. McCarter (chairman); Jack C. McCormac; Ernest B. Rogers; and William A. Whitworth.

Environmental Certification Board

This board offers licenses in the following categories: water treatment, biological wastewater, physical/chemical wastewater treatment, percolation test technician, and well driller.

The board added 1,993 new licensees, making the total licenses issued 9,875. The board handled three complaint cases.

For fiscal year 1993-94, 2111 applicants passed the examination and 136 failed.

Board members: Jerry C. Hatfield (chairman); John H. Jacques; John L. Locklair; A. Drennon Park; William C. Rowell; Elizabeth M. Royal (vice-chairman); and William L. Watkins.

Board of Registration for Foresters

This board was established in May 1961 and registers foresters for professional work in this state.

The board added 15 new licensees, making the total licenses issued 846. The board handled 14 inspections and investigations and 12 complaint cases.

For fiscal year 1993-94, 55 applicants passed the examination and 31 failed.

Board members: Kenney P. Funderburke; Don M. Handley; Jerry D. Henderson; Charles F. Moore II (chairman); Dr. Larry R. Nelson; Charles W. Redfearn (vice-chairman); and Robert R. Taylor Jr.

Board of Funeral Service

The Board of Funeral Service licenses and regulates funeral homes, funeral directors and embalmers. In addition, on May 27, 1994, the Safe Cremation Act was adopted, ensuring guidelines for prearrangement of cremation and requirements for operation of crematories.

The board added 37 new licensees, making the total licenses issued 1,672. The board handled 788 inspections and investigations and nine complaint cases.

For fiscal year 1993-94, 47 applicants passed the examination and 17 failed.

Board members: Sidney M. Belk (vice-president); Raymond F. Davis Jr.; Laine D. Derrick; Billy E. Holcombe; Ralph Patterson Jr.; Virginia R. Priestler; Cecil T. Sandifer Jr.; Robert C. Settles (secretary/treasurer); and Robert F. Stubenrauch (president).

Board of Registration for Geologists

This board licenses professional geologists and geologists-in-training.

It added 36 new licensees, making the total licenses issued 764. The board handled two inspections and investigations and no complaint cases.

For fiscal year 1993-94, 25 applicants passed the examination and 21 failed.

Board members: David Nichols; R. Craig Kennedy (vice-chairman); Charles Sherman; and Mark Wright (public member).

Board of Long Term Health Care Administrators

The board offers licenses for nursing home administrators and community residential care facility administrators.

It added 68 new licensees, making the total licenses issued 893.

For fiscal year 1993-94, 75 applicants passed the examination and 36 failed.

Board members: Catherine Beard; Dorothy Brown; William H. Bundy (vice-chairman); Shirley Fishburne; Walter Hickman (chairman); Ethel Hughes; John McNeely (ex-officio); Ruth Seigler; Betty Tolbert (secretary); and C. William Trawick.

Manufactured Housing Board

This board enforces federal and state laws governing the manufactured housing (mobile home) industry. It licenses manufacturers and their representatives, retail dealerships and salespersons who sell mobile homes in South Carolina.

The board suspended one, denied one, and revoked three licenses during the fiscal year. It added 436 new licensees, making the total licenses issued 1,641. The board handled 3,624 inspections and investigations and 478 complaint cases.

For fiscal year 1993-94, 400 examinations were administered.

Board members: H. Barry Anderson; Ralph L. Camp Jr. (chairman); Randolph Hope (vice-chairman); Paul H. Laurent; Lewis Lee (ex-officio); Ralph W. McLendon III; L. Richard Nixon; and Carlton Simons.

Board of Medical Examiners

This board licenses physicians, physician assistants and respiratory care practitioners.

The board suspended 23 and revoked three licenses during the fiscal year. It added 1,252 new licensees, making the total licenses issued 11,100. The board handled 252 investigations and 252 complaints.

For fiscal year 1993-94, 69 applicants passed examinations and 13 failed.

Board members: Elizabeth S. Christensen; Dr. Robert S. Clarke Jr.; Dr. James R. Edinger; Dr. James S. Garner Jr.; Dr. Hartwell Z. Hildebrand; Dr. Ben C. Pendarvis Jr. (vice-president); Dr. C. Dayton Riddle Jr. (secretary); Dr. Stephen I. Schabel (president); Dr. James G. Wallace; and James D. Whitehead Jr.

Modular Board of Appeals

The S.C. Modular Board of Appeals was created to hear appeals from a licensing program for all modular construction manufacturing facilities in the state. In 1993-94, the board reviewed and approved 215 models, issued 40 manufacturers licenses and 45 representatives licenses, licensed 40 manufacturing facilities, and inspected 28 facilities. Discrepancies were found and corrections made in nine facilities.

In addition, 1033 labels and 93 licenses were issued this past fiscal year.

Board of Nursing

This board offers licenses for registered nurses and licensed practical nurses. This past year, an act was passed to provide re-examination for up to one year for applicants who do not pass the exam on their first attempt. After that, applicants must provide evidence of remediation prior to re-examination. Another act was passed that changes the examination application process to use computer testing procedures.

The board suspended 46 and revoked two licenses during the fiscal year. There are currently 240 nurses with restricted licenses being monitored by the board for violations of the Nurse Practice Act. The board added 4,097 new licensees, making the total licenses issued 41,054. The board conducted 18 inspections of nursing education programs and investigated 276 complaints against licensees.

For fiscal year 1993-94, 2261 applicants passed the examination and 228 failed.

The board has registered 72 nurse practitioners and 95 certified registered nurse anesthetists, making the total currently registered 410 nurse practitioners and 663 nurse anesthetists.

Board members: Melodie O. Olson, RN (secretary-Chas.); Mary Ann Reichenbach, RN (president-Oconee); Robert E. Webster (Barnwell); Emilyann White, LPN (Lexington); Kristi H. Williams, RN (vice-president-Richland); Joyce Dennis, RN (Laurens); and Barbara W. Winn, RN (Spartanburg).

Board of Occupational Therapy

This board offers licenses for occupational therapists and certified occupational therapy assistants.

The board suspended 79 licenses during the fiscal year. It added 85 new licensees, making the total licenses issued 594. The board handled three investigations and five complaint cases.

Board members: David Hamilton (chairman); Wilma L. Kelley; Jan Martin (vice-chairman); Janine Phelps; and Beth Reigart (secretary).

Board of Examiners in Opticianry

This board offers three kinds of licenses: optician, apprentice and contact lens.

The board revoked 48 licenses during the fiscal year. It added 73 new licensees, making the total licenses issued 657. The board handled seven inspections and investigations and seven complaint cases.

For fiscal year 1993-94, 29 applicants passed the examination and 30 failed.

Board members: Marvin E. Ard (secretary); Wendy C. Brawley; Lee G. Carter (chairman); Kenneth R. Davenport; Charles N. Garrison; Charles F. Mabelitini; and Ray A. Sansbury (vice-chairman).

Board of Examiners in Optometry

This board licenses optometrists in the state.

The board revoked 13 licenses during the fiscal year. It added 34 new licensees, making the total licenses issued 567. The board handled 20 inspections and investigations and 20 complaint cases.

For fiscal year 1993-94, 37 applicants passed the examination and 12 failed.

Board members: Robert W. Lopanik; Kenneth M. Nash; William C. Oliver; Timothy A. Stafford (vice-chairman); and Howard W. Tucker (president).

Board of Pharmacy

This board offers licenses for: pharmacists, pharmacies; pharmacy interns; and assistant pharmacists.

This past year, three acts amended or added to statutes governing the practice of pharmacy:

(1) Act number 353 amended §40-43-360(C) of the Code of Laws of South Carolina by defining "practitioner" so as to allow physicians' assistants to prescribe drugs. Further, this act adds to §40-43-360(D) to allow physicians to dispense non-controlled prescription drugs at an entity providing free medical services when no pharmacist is available.

(2) Act number 402 amended §40-43-10 to change the manner in which board members are appointed; to allow fees for new and renewed pharmacy permits to be set by the board in regulation; and to reauthorize the existence of the board for six years.

(3) Act number 416 amended §39-24-40 concerning the labeling of prescriptions

when generic drugs are substituted for name brand drugs.

The board suspended nine licenses during the fiscal year. It added 435 new licensees, making the total licenses issued 5,852. The board handled 1,337 inspections and investigations and 47 complaint cases.

For fiscal year 1993-94, 214 applicants passed the examination and 12 failed.

Board members: Charles L. Appleby Jr.; Carol V. Bateman; Leon Finklin Jr.; Louis H. Hutto Jr.; Robert T. Moss (chairman); Rufus E. Sadler (vice-chairman); Robert L. Spires; Charles C. Turner.

Board of Physical Therapy Examiners

The board offers licenses for physical therapists and physical therapist assistants.

It added 302 new licensees, making the total licenses issued 1,740. The board handled 16 investigations and 16 complaint cases.

For fiscal year 1993-94, 123 applicants passed the examination and two failed.

Board members: Sue E. Bowersock; Serena R. Clark; E. Dargan Ervin Jr.; James Ryan Jr. (secretary/treasurer); and Eric A. Schmidt (president).

Pilotage Commission

This board licenses harbor pilots for the ports of Charleston, Georgetown, Port Royal and Little River.

The board licensed 21 harbor pilots. For fiscal year 1993-94, two applicants took the examination.

Board members: Robert H. Lockwood (Chas.); Robert V. Royall Jr. (ex-officio, Chas.); F. Brooks Royster (Chas.); Frank C. Schachte (Chas.); Brad J. Waring (chairman, Chas.); Clayton Bull (secretary, Georgetown); Richard Butts (Georgetown); Rene Y. Cathou (chairman, Georgetown); Ingell H. Doyle (Georgetown); Robert Mimms (Georgetown); David Schronce (ex-officio, Georgetown); H. Glennie Tarbox (Georgetown); Peter Cotter (chairman, Port Royal); Harold Fletcher (Port Royal); Owen Hand (Port Royal); Sherrill Poulnot (Port Royal); and Edward M. Rodgers (Port Royal).

Board of Podiatry Examiners

The board offers licenses for podiatrists.

It added 10 new licensees, making the total licenses issued 90. The board handled four inspections and investigations and four complaint cases.

For fiscal year 1993-94, no applicants took the examination.

Board of Examiners in Psychology

This board licenses psychologists in the state.

It added 28 new licensees, making the total licenses issued 403. The board handled 20

inspections and investigations and 20 complaint cases. Of those complaints cases, four were dismissed because verified complaint forms required by state law were never returned; five complaints were dismissed for insufficient evidence; one was against a non-psychologist and was dismissed when the person moved out of state and out of the board's jurisdiction; one was dismissed against an applicant whose application for licensure was denied; and nine complaints are ongoing investigations.

For fiscal year 1993-94, 28 applicants passed the examination and two failed.

Board members: David E. Barrett; Connie Lee Best; Roger B. Bowersock (treasurer); Barbara M. Colman; Paul L. Doerring; Patrick M. O'Neil (vice-chairman); Avie J. Rainwater (secretary); and Shirley A. Vickery (Chairman).

Board of Pyrotechnic Safety

This board offers licenses for wholesale fireworks distributors, fireworks jobbers, and wholesale storage (class B).

It added eight new licensees, making the total licenses issued 35. The board handled 769 inspections and investigations and 77 complaint cases.

Board members: John B. Armstrong; Bobby G. Fletcher (chairman); Howard S. Gainer Jr. (vice-chairman); W.W. Kirby; Donnie B. Malphrus; and Vernon Tanner.

Real Estate Appraisers Board

This board licenses and regulates certified general appraisers, certified residential appraisers, licensed appraisers, transitional licensed appraisers, appraiser apprentices, and registered appraisers.

The board added 502 new licensees, making the total licenses issued 2,157. The board handled 139 inspections and investigations and 12 complaint cases.

For fiscal year 1993-94, 431 applicants passed the examination and 140 failed.

Board members: Evelyn F. Causey; Robert O. Lighthart; John M. Little (chairman); Lamar Mason; Joseph C. Reynolds; James E. Robinson; and Doris G. Sheriff (vice-chair person).

Real Estate Commission

The commission offers licenses for real estate brokers-in-charge, brokers, salesmen, salesmen one, time share salesmen, property managers-in-charge, and property managers.

The board suspended four and revoked nine licenses during the fiscal year. It added 4,044 new licensees, making the total licenses issued 24,628. The board handled 1,004 inspections and investigations and 693 complaint cases.

For fiscal year 1993-94, 3774 applicants passed the examination and 880 failed.

Board members: Manning E. Biggers; Frank A. Burgdorf; Betty V. Carter; Frank P. Hammond; Robert R. Heos; Roy Peavey (vice-chairman); Gerald S. Tompkins; and W. Calvin White (chairman).

Residential Builders Commission

This board offers licenses for residential builders and specialty contractors.

The board suspended one and revoked 155 licenses during the fiscal year. It added 3,388 new licensees, making the total licenses issued 17,663. The board handled 6,360 inspections and investigations and 1,272 complaint cases.

For fiscal year 1993-94, 504 applicants passed the examination and 584 failed.

Board members: Joseph A. Brodie (vice-chairman); Carolyn R. Combs; Levis L. Gilstrap; Gerald E. Moore; Stewart Mungo (chairman); and Michael G. Williams.

Board of Social Work Examiners

This board licenses social workers. As of June 30, 1994, 3894 social workers were licensed in the state, including 1939 licensed baccalaureate social workers, 1398 licensed masters social workers, and 557 licensed independent social workers.

The total number of applicants taking the June 1994 exam was 168—137 passed and 31 failed.

Board members: Willie Bethune (chairman); Rev. John Brown; William J. Deemer; E.L. Jimmy Eckles; Bomar Edmonds; and Yvonne C. Stewart.

Board of Speech-Language Pathology and Audiology

The board offers licenses in speech-language pathology and audiology in the following categories: provisional, inactive and active.

It added 137 new licensees, making the total licenses issued 786. The board handled four inspections and investigations and four complaint cases.

Board members: Virginia Corley (vice-chairman); Thomas Glazebrook; Gwen Kennedy; Martha McDade (secretary); Louis J. Rosso (chairman); and Kenneth P. Thomas.

Board of Veterinary Medical Examiners

This board licenses veterinarians and animal health technicians.

It added 75 new licensees, making the total licenses issued 1,092. The board handled 11 complaint cases.

For fiscal year 1993-94, 92 applicants passed the examination and two failed.

Board members: Leslie H. Ahrens (secretary/treasurer); Walter C. Cottingham; Donald T. Gamble; Nancy M. Hughston (vice-chairman); H. Earle McDaniel Jr.; Grady A. McElmurray; Roger J. Troutman (chairman); and Barbara M. Walsh.

Office of Public Information

The function of the Office of Public Information is to keep the public aware of the S.C. Department of Labor, Licensing & Regulation's programs, activities and services. In addition to answering questions from the media and the general public on every aspect of the agency, this office publishes and distributes the agency's posters, booklets, newsletters and other publications.

In response to requests from workers, licensees, members of the fire service, the public and businesses, the Office of Public Information provided copies of various agency publications. The office also fulfilled its obligations under the state's Freedom of Information Act by providing information from the agency's files in response to requests from the news media, businesses, workers, and other interested persons. The Office of Public Information is also responsible for publication of the agency's annual report, administration of the Safety Achievement Awards Program, and management of the S.C. OSHA Subscription Service.

POSTERS

Division of Labor

SCLLR-1	Labor Law Abstract (required of all employers)
SCLLR-5 SH-94	Occupational Safety and Health (required of all employers)
SCLLR-5	Occupational Safety and Health (Spanish version)

S.C. Workers' Compensation Commission

NOTICE	"Workers' Compensation Works for You" (must be posted by all employers subject to Workers' Compensation laws)
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S.C. Employment Security Commission

UCI-104	"Workers Pay No Part of the Cost for Job Insurance" (required of all employers)
UCI-105	"If You Become Unemployed" (required of all employers)

FORMS

OSHA Form 200 - Log and Summary of Occupational Injuries and Illnesses
OSHA Form 101 - Supplementary Record of Occupational Injuries and Illnesses
Elevator Registration Forms

PUBLICATIONS

S.C. Department of Labor, Licensing & Regulation Annual Report
S.C. Department of Labor, Licensing & Regulation Directory of Programs
South Carolina Labor Laws
S.C. Occupational Safety & Health Standards Additions for General Industry & Construction
Occupational Safety and Health Program Directives
S.C. OSHA Information Memoranda
S.C. OSHAGRAM
S.C. Occupational Injury and Illness Survey
Brief Guide to Recordkeeping Requirements for Occupational Injuries and Illnesses
Recordkeeping Requirements under the Occupational Safety and Health Act of 1970
S.C. Elevator and Amusement Ride Codes and Regulations
Occupational Health & Safety Review Board Rules of Procedure
Employee/Employer Rights and Responsibilities Under South Carolina and Federal Law
Understanding S.C. OSHA

Additional publications from the Division of Fire and Life Safety and the Division of Professional and Occupational Licensing are available. For further information contact the agency at (803) 734-9600.

S.C. Department of Labor, Licensing & Regulation 1993-94 Fiscal Year Expenditures

	Agency books * 7/1/93-1/31/94	LLR books 2/1/94-6/30/94	Total fiscal year Expenditures
Division of Labor	0	3,967,467	3,967,467
Division of Fire & Life Safety	1,442,636	1,211,880	2,654,516
Division of Professional & Occupational Licensing	4,723,081	3,835,619	8,558,700
Division of Administration	0	1,447,682	1,447,682
Employer Contributions	1,007,185	1,453,620	2,460,805
Total Labor, Licensing & Regulation	7,271,111	11,916,268	19,187,379

*The Division of Professional & Occupational Licensing, Division of Fire & Life Safety, and Building Codes were not officially restructured into LLR until Feb. 1, 1994; therefore, these offices maintained their own set of accounting records for the period 7/1/93-1/31/94.

Total Number of Documents Printed	<u>400</u>
Cost Per Unit	\$ <u>1.33</u>
Printing Cost - S.C. State Budget & Control Board (up to 255 copies)	\$ <u>347.88</u>
Printing Cost - Individual Agency (requesting over 255 copies and/or halftones)	\$ <u>187.26</u>
Total Printing Cost	\$ <u>535.14</u>