

PERSONNEL CABINET

Office of the Secretary

(Amendment)

101 KAR 2:150. State Safety Program.

RELATES TO: KRS 18A.030(2)(i), 18A.155, Chapter 338 [~~KRS 18A.030(2)(i),
18A.110(7)(i), 18A.155]~~]

STATUTORY AUTHORITY: KRS 18A.030(2)(b), 18A.110(7)(h) [~~KRS 18A.030(2)(i),
18A.110(7)(i), 18A.155]~~]

NECESSITY, FUNCTION, AND CONFORMITY: KRS 18A.110(7)(h) [KRS

18A.110(7)(i)] requires the Secretary of the Personnel Cabinet to promulgate administrative regulations[;] for the development and[;] operation [~~and enforcement~~] of programs to improve work safety. This administrative regulation establishes the state safety program.

Section 1. Establishment of State Safety Program.

(1) A state safety program shall be established and administered through the Personnel Cabinet, and headed by a state safety coordinator who will:

(a) Obtain applicable data and analyze costs associated with workers' compensation injuries; and

(b) Advise agencies on relevancy of data.

(2) An appointing authority shall designate an agency safety representative for each site location.

(3) The state safety program shall comply with the occupational health and safety requirements established in KRS Chapter 338 and the administrative regulations promulgated by the Kentucky Occupational Safety and Health Program in 803 KAR Chapter 2.

Section 2. Duties of Agency Safety Representative.

(1) Each agency safety representative shall:

- (a) Implement and supervise a safety program;
- (b) Attend safety meetings sponsored by the Personnel Cabinet;
- (c) Conduct safety meetings and training sessions for agency employees;
- (d) Document preventive safety measures; and
- (e) Promote safety of employees.

(2) The agency safety representative may establish an agency safety committee, to meet on a regular basis for:

- (a) Review of causes of accidents;
- (b) Inspection of facilities;
- (c) Development of hazard abatement methods; and
- (d) Assessment of safety training needs.

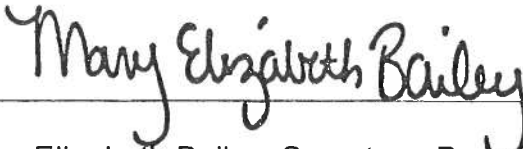
Section 3. Duties of Supervisors.

(1) A supervisor shall:

- (a) Review the safety program with new employees;
- (b) Enforce general safety regulations and procedures;
- (c) Maintain safe working conditions; and
- (d) Require employees to follow safety regulations and procedures.

- 1 (2) A supervisor or designee shall investigate each accident and shall forward a report
- 2 on the findings to the state safety coordinator in the Personnel Cabinet.
- 3 (3) A supervisor shall require an employee to attend a regular safety meeting and
- 4 training session at a time to be determined in coordination with the agency safety
- 5 representative.

APPROVED:



Mary Elizabeth Bailey, Secretary, Personnel Cabinet

PUBLIC HEARING AND PUBLIC COMMENT PERIOD: A public hearing on this administrative regulation shall be held on September 21, 2026, at 10:00 a.m. at 501 High Street, Frankfort, Kentucky 40601. Individuals interested in being heard at this hearing shall notify this agency in writing five (5) workdays prior to the hearing, of their intent to attend. If no notification of intent to attend the hearing is received by that date, the hearing may be cancelled. This hearing is open to the public. Any person who wishes to be heard will be given an opportunity to comment on the proposed administrative regulation. A transcript of the public hearing will not be made unless a written request for a transcript is made. If you do not wish to be heard at the public hearing, you may submit written comments on the proposed administrative regulation. Written comments shall be accepted through September 30, 2026. Send written notification of intent to be heard at the public hearing or written comments on the proposed administrative regulation to the contact person.

Contact person: Rosemary Holbrook, Assistant General Counsel, Office of Legal Services, 501 High Street, 3rd floor, Frankfort, Kentucky 40601, phone: (502) 564-7430, fax: (502) 564-0224, email: RosemaryG.Holbrook@ky.gov.

REGULATORY IMPACT ANALYSIS AND TIERING STATEMENT

101 KAR 2:150

Contact Person: Rosemary Holbrook

Phone: (502) 564-7430

Email: RosemaryG.Holbrook@ky.gov

Subject Headings: Personnel, State Employees, Workplace Safety

(1) Provide a brief summary of:

(a) What this administrative regulation does: This administrative regulation establishes the state safety program.

(b) The necessity of this administrative regulation: This administrative regulation establishes the state safety program as required by KRS 18A.110(7)(h).

(c) How this administrative regulation conforms to the content of the authorizing statutes: KRS 18A.110(7)(h) requires the Secretary of the Personnel Cabinet to promulgate administrative regulations for the development and operation of programs to improve work safety.

(d) How this administrative regulation currently assists or will assist in the effective administration of the statutes: This administrative regulation establishes the state safety program as required by KRS 18A.110(7)(h).

(2) If this is an amendment to an existing administrative regulation, provide a brief summary of:

(a) How the amendment will change this existing administrative regulation: This amendment clarifies the role of the Personnel Cabinet's State Safety Program Coordinator.

(b) The necessity of the amendment to this administrative regulation: This amendment clarifies the role of the Personnel Cabinet's State Safety Program Coordinator.

(c) How the amendment conforms to the content of the authorizing statutes: KRS 18A.110(7)(h) requires the Secretary of the Personnel Cabinet to promulgate administrative regulations for the development and operation of programs to improve work safety.

(d) How the amendment will assist in the effective administration of the statutes: This administrative regulation establishes the state safety program as required by KRS 18A.110(7)(h). The amendment clarifies the role of the

Personnel Cabinet's State Safety Program Coordinator.

(3) Does this administrative regulation or amendment implement legislation from the previous five years? No

(4) List the type and number of individuals, businesses, organizations, or state and local governments affected by this administrative regulation: Executive branch agencies and their employees are subject to the provisions of this administrative regulation.

(5) Provide an analysis of how the entities identified in question (4) will be impacted by either the implementation of this administrative regulation, if new, or by the change, if it is an amendment, including:

(a) List the actions that each of the regulated entities identified in question (4) will have to take to comply with this administrative regulation or amendment: The amendment will not require additional action.

(b) In complying with this administrative regulation or amendment, how much will it cost each of the entities identified in question (4): This regulation, as amended, is not anticipated to generate any new or additional costs.

(c) As a result of compliance, what benefits will accrue to the entities identified in question (4): No additional benefits will accrue.

(6) Provide an estimate of how much it will cost the administrative body to implement this administrative regulation:

(a) Initially: This regulation, as amended, is not anticipated to generate any new or additional costs.

(b) On a continuing basis: This regulation, as amended, is not anticipated to generate any new or additional costs.

(7) What is the source of the funding to be used for the implementation and enforcement of this administrative regulation or this amendment: This regulation, as amended, is not anticipated to generate any new or additional costs.

(8) Provide an assessment of whether an increase in fees or funding will be necessary to implement this administrative regulation, if new, or by the change if it is an amendment: This regulation, as amended, is not anticipated to generate any new or additional fees or funding.

(9) State whether or not this administrative regulation established any fees or directly or indirectly increased any fees: This administrative regulation does not establish any new or additional fees.

(10) TIERING: Is tiering applied? No. This administrative regulation treats all impacted entities the same.

FISCAL IMPACT STATEMENT

101 KAR 2:150

Contact Person: Rosemary Holbrook

Phone: (502) 564-7430

Email: RosemaryG.Holbrook@ky.gov

(1) Identify each state statute, federal statute, or federal regulation that requires or authorizes the action taken by the administrative regulation. KRS 18A.030(2)(b), 18A.110(7)(h)

(2) State whether this administrative regulation is expressly authorized by an act of the General Assembly, and if so, identify the act: The most recent act that expressly authorizes the Personnel Cabinet Secretary in KRS 18A.110 to promulgate comprehensive administrative regulations for the KRS Chapter 18A service is 2023 KY. Acts ch. 35, sec 6; prior acts related to KRS 18A.110 date back to 1960.

(3)(a) Identify the promulgating agency and any other affected state units, parts, or divisions: The Personnel Cabinet is the promulgating agency. State executive branch agencies are subject to provisions of this regulation.

(b) Estimate the following for each affected state unit, part, or division identified in (3)(a):

1. Expenditures:

For the first year: There are no estimated additional costs to administer the amendments within this regulation.

For subsequent years: There are no estimated additional costs to administer the amendments within this regulation.

2. Revenues:

For the first year: None.

For subsequent years: None.

3. Cost Savings:

For the first year: Cost savings are not anticipated.

For subsequent years: Cost savings are not anticipated.

(4)(a) Identify affected local entities (for example: cities, counties, fire departments, school districts): Not applicable

(b) Estimate the following for each affected local entity identified in (4)(a):

1. Expenditures:

For the first year: Not applicable

For subsequent years: Not applicable

2. Revenues:

For the first year: Not applicable

For subsequent years: Not applicable

3. Cost Savings:

For the first year: Not applicable

For subsequent years: Not applicable

(5)(a) Identify any affected regulated entities not listed in (3)(a) or (4)(a): Not applicable

(b) Estimate the following for each regulated entity identified in (5)(a):

1. Expenditures:

For the first year: Not applicable

For subsequent years: Not applicable

2. Revenues:

For the first year: Not applicable

For subsequent years: Not applicable

3. Cost Savings:

For the first year: Not applicable

For subsequent years: Not applicable

(6) Provide a narrative to explain the following for each entity identified in (3)(a), (4)(a), and (5)(a):

(a) Fiscal impact of this administrative regulation: This administrative regulation does not have a significant fiscal impact.

(b) Methodology and resources used to reach this conclusion: The provisions of this administrative regulation were reviewed, and a significant fiscal impact was not identified.

(7) Explain, as it relates to the entities identified in (3)(a), (4)(a), and (5)(a):

(a) Whether this administrative regulation will have a "major economic impact", as defined by KRS 13A.010(14): An overall negative or adverse major economic impact is not anticipated.

(b) The methodology and resources used to reach this conclusion: The provisions of the administrative regulation were reviewed, and a significant fiscal impact was not identified.



KENTUCKY PERSONNEL BOARD

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Gordon A. Rowe, Jr.
EXECUTIVE DIRECTOR

Erritt H. Griggs
GENERAL COUNSEL

February 13, 2026

Hon. Rosemary Holbrook
Deputy General Counsel
Personnel Cabinet
Office of Legal Services
501 High Street, 3rd Floor
Frankfort, KY 40601

RE: Approval of proposed Personnel Cabinet regulation 101 KAR 2:150, State Safety Program

Dear Ms. Holbrook:

In accordance with 18A.110(6), the Personnel Board reviewed the above proposed regulation presented by the Personnel Cabinet. The Board unanimously approved the changes as submitted during its February 13, 2026 Board Meeting.

If there are any questions regarding the Board's actions or if any additional information is needed, please contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "G. A. Rowe, Jr.", written over the printed name.

Gordon A. Rowe, Jr.
Executive Director

TEAM
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