

Two Great OSHA Courses:

OSHA 10-Hour

General Industry Voluntary Compliance Course

OSHA 30-Hour

General Industry Voluntary Compliance Course



Every minute during the workweek, more than 50 workers are injured on the job! Every day, 17 people WILL LOSE THEIR LIVES in the workplace! Don't let your company become an OSHA statistic. To reduce or prevent the likelihood of costly fines and penalties for non-compliance, attend either:

OSHA 10-Hour:

December 10-11, 2002

Marriott's Griffin Gate Resort
Lexington, KY

OSHA 30-Hour:

December 10-13, 2002

Marriott's Griffin Gate Resort
Lexington, KY



About these two courses:

OSHA 10-Hour General Industry Voluntary Compliance Course

Taught by an OSHA-accredited instructor, the 10-Hour course will provide participants with 1½ days of intensive review of current topics in the area of occupational safety and health compliance. Attend this course and receive practical, proven safety information that you can implement at your facility, including:

- How to eliminate potential hazards and violations and keep every part of your facility in compliance
- How to handle OSHA inspections like a professional
- How to train employees, keep records accurately and comply with all the new standards

This course gives a broad overview of the most significant OSHA topics.

Or for a detailed look at the federal regulations every business should know and practice:

OSHA 30-Hour General Industry Voluntary Compliance Course

The 30-Hour course is a comprehensive four-day course designed to give you an in-depth understanding of current occupational safety and health compliance topics. This course, taught by an OSHA-accredited instructor, is three times longer than the 10-Hour course and is ideal for the safety professional who wants a better understanding of the OSHA laws governing business. It will provide an invaluable working knowledge of the code and a better grasp of the more complicated elements of the OSH Act.

Federal OSHA Authorization

Participants who successfully complete either the OSHA 10-Hour or OSHA 30-Hour course will receive an official course completion card from Federal OSHA. The card will be useful during an inspection, as it demonstrates your efforts and commitment to voluntary compliance with OSHA standards and regulations.

Who Should Attend Either Course?

- Safety Directors
- Personnel Directors
- Production Managers
- Production Engineers
- Industrial Engineers
- Supervisors
- Lead-men
- Maintenance Personnel
- Safety Committee Members
- Hospital Supervisors
- Hospital Maintenance Personnel

Agenda: OSHA 10-Hour and 30-Hour Courses

OSHA 10-Hour Course

Day One

7:30 a.m.

Registration and Continental Breakfast

8 a.m.

Review of OSHA Standards

- Review of OSH Act, purpose, coverage and standards
- Keeping employees informed

Inspections, Citations, Penalties, Most Cited Violations

- Inspections, priorities, fatal accidents and employee complaints
- Citations and review of penalties
- Appeals process

Recordkeeping

- Review of records employers are required to keep
- Calculations of lost workday injury rates
- Checklist of requirements

Subpart L — Fire Protection

- Requirements for fire brigades
- Requirements for all portable and fixed fire suppression equipment
- Fire detection systems
- Fire and employee alarm systems

Subpart E — Means of Egress

- Permissible exit components, protective enclosures and arrangements of exits, access to exits, exterior routes, width/capacity occupant load, fire protection and exit markings

Subpart S — Electrical

- Work covered by both qualified and unqualified persons and training
- Selection for floor loading, floor openings, open-sided floors and platforms
- Stairs, ladders and scaffolding — safety requirements

OSHA 30-Hour Course

Day One

7:30 a.m.

Registration and Continental Breakfast

8 a.m.

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Subpart S — Electrical

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- Stairs, ladders and scaffolding — safety requirements

Subpart I — Personal Protective Equipment

- General requirements
- Selection, use, limitations
- Acceptable use

4:45 p.m.

Adjournment

Day Two

8 a.m.

Hazard Communication I

- Scope and application
- Training required, recommended guide to training and effective training practices
- Regulated areas, signs and warnings, nature of hazards, medical surveillance program, personal protective equipment, hygiene practices, quality assurance and exposure monitoring

Subpart H — Hazardous Materials

- Scope/purpose and application
- Definitions
- Flammable and combustible liquids

Subpart O — Machine Guarding I

- Where mechanical hazards occur
- Hazardous mechanical motions and actions
- Requirements and methods for safeguards

Lockout/Tagout

- Energy control program and procedures
- Insight into energy-isolating devices and lockout/tagout devices
- Employee training
- Application of controls and lockout/tagout devices

Agenda: OSHA 10-Hour and 30-Hour Courses continued

Subpart I — Personal Protective Equipment

- General requirements
- Selection, use, limitations
- Acceptable use

4:45 p.m.

Adjournment

Day Two

8 a.m.

Hazard Communication I

- Scope and application
- Training required, recommended guide to training and effective training practices
- Regulated areas, signs and warnings, nature of hazards, medical surveillance program, personal protective equipment, hygiene practices, quality assurance and exposure monitoring

Introduction to OSHA Standards, Hazard Search Workshop

- Small group exercises on hazard/violation search — finding the standard 29 CFR 1910 standards to address the description of the hazard

Respiratory Protection

- Application
- Requirements of 1910.134 — respiratory protection requirements, selection, use
- Employee training, instruction, respiratory issuers, familiarity with procedures
- Voluntary use, medical evaluation, fitting and fit-testing

4:30 p.m.

Adjournment

Day Three

8 a.m.

Subpart N — Material Handling Equipment

- Employee and operator training
- Approved powered trucks: labeling, additions, designations, safety guards, truck operations
- Handling of materials — general requirements of 1910.178
- Overhead and gantry cranes, crawler locomotive and truck cranes, derricks and slings

Hazard Communication II

- Hazardous material characteristics
- Chemical/physical properties

Bloodborne Pathogens

- General requirements
- Most frequently asked questions concerning the standards

Subpart H — Hazardous Materials

- Scope/purpose and application
- Definitions
- Flammable and combustible liquids

Subpart O — Machine Guarding I

- Where mechanical hazards occur
- Hazardous mechanical motions and actions
- Requirements and methods for safeguards

Lockout/Tagout

- Energy control program and procedures
- Insight into energy-isolating devices and lockout/tagout devices
- Employee training
- Application of controls and lockout/tagout devices

Noon

Adjournment

Machine Guarding II

- Review machine hazards and safeguarding

Subpart Q — Welding, Cutting, Brazing Permit Required Confined Space Entry

- Introduction and definitions
- Confined space hazards
- Atmosphere hazards

4 p.m.

Adjournment

Day Four

8 a.m.

Introduction to Occupational Health

- Introduction to exposure criteria
- OSHA PEL's
- Expanded health standards
- Discussion of time weighted averages — TWA

Hazwoper 1910.120

Process Safety Management

- Overview of requirements
- T, Q and hazardous materials

Subpart G — Hearing Conservation and Noise

- General requirements
- Noise survey — area and individual, action level and medical surveillance

Conclusion and Feedback Exercise

3 p.m.

Adjournment

Why Attend the OSHA 10-Hour or 30-Hour Courses?

There is nothing simple about the 1910 General Industry Standards. Containing more than 17,000 safety laws, the standards are both massive and complex. Both courses are designed to give detailed information on how OSHA must be implemented in the workplace.

There is, however, one simple fact associated with these laws—the more people in your company who know the laws, the easier compliance becomes. Better compliance leads to fewer violations and fewer violations result in less expense, fewer fines and fewer injuries. Bottom line—understanding the standards will save your company money.

Guarantee

We guarantee you'll be 100% satisfied with your seminar experience or your money back.

Expert Instruction

William E. Simkins, CSP, REP

Bill Simkins is the Operations Manager of ORR Safety Corporation's Professional Services Division (The TES Group). He consults directly with public and private businesses on a wide variety of OSHA and environmental safety and health issues. Mr. Simkins has a Master of Science Degree from the University of Kentucky and received his Bachelor of Science Degree from Eastern Kentucky University.

He was the former Corporate Director of Health and Safety for Vermont American Corporation, an Emerson Electric Company, and has more than 18 years applied safety and health experience.

Mr. Simkins is a Board Certified Safety Professional, a professional member of the American Society of Safety Engineers and American Industrial Hygiene Association.

Bobbi K. Samples

Bobbi K. Samples is a safety professional with a record of innovative and entrepreneurial approaches to training and workforce solutions. Her corporate experience includes serving as a human resources manager and safety manager within fortune 500 companies. She currently provides OSHA and practical safety advice as well as training assistance to businesses throughout the Midwest.

Ms. Samples received her Business Management degree from Indiana Wesleyan University. She has achieved numerous training instructor ratings including Confined Space Entry, Hazmat, Respiratory Protection and Fire Force. She is consistently cited for her ability to teach these important skills in ways that are enjoyable and effective. She has developed and led OSHA 10- and 30-hour courses in conjunction with Indiana OSHA and has successfully assisted many companies in OSHA compliance issues.

