

COURSE CATALOG

AWARENESS COURSES

Click Level 1

Audience: All Employees

General Safety Awareness

Length: 5-10 Minutes

	Classes	Course Length in Minutes	Course Description
Click Level 1	Airline Respirator Warning	10	This course is intended to inform the student of the new information developed by OSHA based upon NIOSH and Bureau of Labor Statistics findings that suggests that many employers may not be exercising the proper care necessary to prevent a type of fatal accident that can result from improper use of air-line respirators. The improper use that OSHA refers to is the inadvertent connection of air-line respirators to inert gas supplies. *English Only
Click Level 1	Bloodborne Pathogens	10	This course offers training about types, sources, and routes of transmission of bloodborne infectious agents. Examples include Hepatitis and HIV. Special emphasis is paid to workplace precautions for preventing exposure, and on basic decontamination procedures for a workplace accident.
Click Level 1	C1 Introduction to OSHA's Focus Four Hazards	25	OSHA has identified the four leading causes of fatalities in the construction industry, known as the focus four hazards. The four hazards discussed in this course include electrical, fall, struck-by and caught in or between hazards. The session is designed to introduce each of the four hazards and to provide basic control measures to avoid them. Approximately 25 minutes.
Click Level 1	Confined Spaces Awareness	10	This introductory course defines the various kinds of confined spaces, the potential hazards and basic permit requirements for worker entry. There is a focus on the special dangers of confined space operations, including lack of oxygen, explosive agents, and engulfment by material in the confined space.
Click Level 1	Crystalline Silica Exposure	10	This course reviews the OSHA publication Crystalline Silica Exposure for Construction Employees which provides basic information on what crystalline silica is, it's hazards, symptoms of silicosis, where construction workers are exposed, how OSHA is addressing exposure, and what employers and employees can do to protect against exposures to crystalline silica.
Click Level 1	Defensive Driver Awareness	15	This introductory course outlines basic strategies for safe driving and overall defensive driving awareness. The course focus is on high-risk road conditions and driving behavior, as well as on vehicle maintenance, and safe practices behind the wheel.
Click Level 1	Diversity in the Workplace	10	This course offers introductory training in workplace diversity issues. Special attention is paid to: the benefits of a diverse workforce, what constitutes discrimination, federal laws against workplace discrimination, and to the positive results of workplace sensitivity training.
Click Level 1	Electrical Safety Awareness	10	This course focuses on basic concepts of electrical safety—on how and why shock occurs, and on basic techniques for preventing it, including insulation, guarding, grounding, and ground fault circuit interrupters.
Click Level 1	Emergency Action Planning Awareness	10	This course offers an introductory overview to on-site worker emergency response: sounding/identifying alarms, assessing hazards, personnel roles, emergency equipment, and OSHA requirements.
Click Level 1	Employer/Employee Responsibility	10	This course offers basic job site safety guidelines for both employers and employees. It outlines the employer's responsibility to provide safe working conditions and to comply with OSHA standards. In addition, it outlines the employee's responsibility to be mentally alert and to report any unsafe conditions.
Click Level 1	Ergonomics Awareness	10	This introductory course focuses on musculoskeletal disorders. The causes of musculoskeletal disorders and how to prevent them are explained in detail. Clarification of exposures on and off the job and common ergonomic risk factors are also described.
Click Level 1	Fall Protection Awareness	10	Every employer should have a written fall protection plan specific to any job site with fall hazards. This introductory course focuses on two kinds of fall protection—fall arrest and fall restraint systems—as well as equipment (body harness, lanyard, anchorage points) and competent person requirements.
Click Level 1	Fire Prevention Awareness	10	Basic fire prevention techniques are addressed in this course. How to assess fire risks, control of small fires, and the proper use of fire extinguishers are covered in detail. Knowing when and how to call for help, and evacuation procedures are included in this course as well.

	Click Level 1	Gas Monitoring and Calibration	10	Gas monitoring instruments are designed to protect personnel from unseen hazards that may exist in workplace environments, including confined spaces. OSHA recognizes that it is vital that these instruments are maintained and calibrated properly. This course will familiarize the student with OSHA's position and recommendations on the subject. This course is intended to inform the student of new information presented by OSHA in their bulletin (SHIB 05-04-2004), "Verification of Calibration for Direct-Reading Portable Gas Monitors".
	Click Level 1	General Housekeeping on the Jobsite	10	This course focuses on the elements of good construction site housekeeping, important for safety and required by OSHA. Defined as the removal of any hazards, material, or equipment that prevents workers from doing their job safely or that otherwise poses a danger, good housekeeping involves various engineering controls, work practices, and flagging and barricade measures.
	Click Level 1	Hazard Communication Awareness	10	This course is an introduction to Haz-Com – the OSHA-mandated program for all sites with potential chemical exposure. It identifies the employees right to know what chemicals they are working with and what a workers responsibility is on the job site. The need for workers to be aware of harmful short-term and long-term effects of chemical exposure and proper container labeling such as Material Data Safety Sheets (MSDS) is explained.
	Click Level 1	Introduction to Heavy Construction Safety & Health	30	This course will review some basic principals and fundamentals with respect to construction safety and health focusing on heavy construction. References for this course include various sections of OSHA regulations found in 29 CFR Part 1926, the federal OSHA regulations for construction and 29 CFR 1910 which are the federal OSHA regulations for General Industry.
	Click Level 1	Jobsite Safety Orientation	15	An introductory overview of jobsite safety issues which outlines the role of OSHA, the employer, and the worker. This course provides basic steps that can be taken to insure a safe work area. For their part on the "Safety Team," workers are responsible for knowing their employer's injury and illness prevention program, identifying common hazards, wearing personal protective equipment (PPE), and taking appropriate housekeeping measures.
	Click Level 1	Ladder Safety Awareness	10	Ladder selection, set-up, and safe work practices, including load/duty ratings and accident prevention guidelines are the highlights of this course.
	Click Level 1	Personal Protective Equipment (PPE)	15	An introduction to basic and essential worksite PPE, including hard hats and their classifications, protective eyewear, hearing protection, and protective gloves, footwear, and clothing.
	Click Level 1	Power Tool Awareness	10	This course is an introduction to power tools, safety guidelines for their use, and the most common causes of injury. Particular attention is paid to power saws, powder actuated tools, and pneumatic power tools.
	Click Level 1	Scaffold Safety Awareness	10	Working from a scaffold presents clear and present hazards. This course covers worker training, scaffold pre-use inspection, and general safety principles. Rolling, suspended, and ladder jack scaffolds are also discussed.
	Click Level 1	Trenching and Excavation Awareness	10	This introductory course focuses on general excavation requirements, common causes of cave-ins, underground surveys, soil types, protective systems, and competent person issues.
	Click Level 1	Working Around Mobile Equipment	10	An overview of basic safety awareness principles when working on a job site with mobile equipment—whether it is moving or not.
	Click Level 1	Working Safely With Electricity	20	This course will focus on identifying primary common electrical hazards, will discuss effects of electricity on the human body, and will review a number of safe working procedures and inspection processes to aid personnel who must safely work with electrical equipment and systems. The course is intended for workers, supervisors and managers whose operations bring them into contact with or exposure to live electrical circuits, and energized electrical equipment and tools.
SAFETY & HEALTH FUNDAMENTALS				
	Click Level 2	Audience: Specialized Workers & Supervisory Personnel		
	Advanced Safety Training		Length: 30 Minutes - 90 Minutes	
		Classes	Course Length in Minutes	Course Description
	Click Level 2	100% Fall Protection	45	This course is intended to inform students of basic guidelines and methods employed for a 100% fall protection program. It reviews elements of fall hazards, fall hazard evaluation, and fall hazard control. This training references applicable OSHA requirements and other pertinent information. Real life case studies and lessons learned are presented to illustrate the "why" and the "need" for compliance and following OSHA requirements and industrial best practices.

Click Level 2	Accident Prevention Heavy Construction	30	This course covers accident prevention responsibilities of the employer to initiate and maintain accident prevention programs as may be necessary to meet OSHA compliance requirements and to provide for a safe and healthful working environment for employees.
Click Level 2	Alcohol & Substance Abuse	60	This course covers topics associated with the abuse of alcohol and substances, including: Who alcohol and substance abuse affects, an overview of alcohol and substances most often abused, the recognition and effects of alcohol and drugs, what you should do if you recognize use or abuse in your workplace, Codependency issues, sources of help for those who need it and drug testing in the workplace.
Click Level 2	Asbestos Hazards	35	This supervisory-level asbestos awareness course covers asbestos exposure risks, effects, and engineering, administrative and personal protection equipment controls, as well as the relevant OSHA regulations.
Click Level 2	Bloodborne Pathogens	40	This training module is designed for employees who may have incidental contact to Bloodborne Pathogens during their work shift. It is also designed to provide a basic understanding of bloodborne pathogens, the types of bloodborne pathogens generally of concern in the workplace, common modes of their transmission, methods of prevention, steps to take in the event of an exposure and other useful information.
Click Level 2	Concrete and Masonry	50	This course covers OSHA's Subpart Q, Concrete and Masonry Construction and reviews requirements to protect construction workers from premature removal of formwork, the failure to brace masonry walls, the failure to support pre-cast panels, the inadvertent operation of equipment and the failure to guard reinforcing steel. It also covers health hazards and control information including skin, eye and inhalation hazards and associated protective measures.
Click Level 2	Confined Space	45	This course offers supervisory level training in confined space, permit required entry operations. It focuses on OSHA requirements for entry; on recognizing, evaluating and controlling hazards; and on confined space entry team roles, standard equipment and rescue procedures.
Click Level 2	Construction Jobsite Safety Orientation	60	This course is designed to present a number of key points relative to general construction work, especially for the new employee. This course is intended to familiarize the student with fundamental construction issues and is designed to be used as a guide to assist contractors and subcontractors in training new employees on general safety practices. Topics discussed include PPE, Hazard Communication, Fatality Prevention, General Construction Hazards, and accident/incident reporting. <u>Approximately 45 minutes.</u>
Click Level 2	Construction Zone Fitness	30	Fitness is essential for staying healthy and working safely. This course defines fitness as a combination of flexibility, strength and endurance, and offers the student ways to assess and improve their own fitness in these categories.
Click Level 2	Control of Hazardous Energies	30	This course focuses on identifying, controlling, and isolating the most common hazardous energies in the workplace including: electrical, chemical, mechanical, pressure, thermal, and radiation. It also reviews lock-out/tag-out procedures.
Click Level 2	Crane Safety Basics	45	This course covers basic safety-related elements of crane operation. Special attention is paid to OSHA regulations, types of cranes, load charts, inspections and certifications.
Click Level 2	Defensive Driving Techniques	60	This course offers extended training in driving defensively. It focuses on critical driver safety issues and methods of controlling the hazards behind most accidents. Course content includes preparation, seat belts and air bags, the good driver defined, the cushion of safety, intersections, backing safety, aggressive driving, cell phones and other distractions, drugs and alcohol, fatigue, winter driving and other issues. 60 minutes.
Click Level 2	Demolition Hazards	25	This course focuses on demolition planning, hazards, and safe work practices. Special attention is paid to High Hazard Demolition – work involving other hazardous materials in or around industrial facilities using high-risk materials.
Click Level 2	Dust Disturbance and Mitigation	40	Dust generation / dust control is beginning to have major impacts on construction and construction related projects (e.g. housing and commercial developments, Brownfield's, hazardous material clean-up, etc.) in terms of costs, regulatory compliance and safety and health impacts. This course will take a look at the issues to include regulatory requirements, how to recognize potential hazards and concerns, how to evaluate the potential problems (e.g. dust monitoring), identify control strategies and <u>provide the student with additional sources of information and assistance.</u>
Click Level 2	Electrical Hazard Recognition & Control	45	This training module provides practical information on the recognition and control of electrical hazards found in the construction industry. It is designed to supplement other formal presentations on electrical safety and electrical safety standards. It is designed for construction workers, supervisors and managers.

	Click Level 2	Electrical Hazards	30	This course focuses on specific types of job site electrical hazards, and on protective devices and practices in the context of electrical safety.
	Click Level 2	Emergency Action/Response	60	This course will review some basic principals and fundamentals of emergency action, emergency response and fire prevention with respect to construction safety and health focusing on heavy construction.
	Click Level 2	Emergency Response	30	This course offers training on how to anticipate, recognize, evaluate and control emergency response hazards. It emphasizes the 8 basic fundamentals of emergency response activities.
	Click Level 2	Ergonomics	45	This course focuses on ergonomic injury and illness awareness in the field and in the office. It focuses is on preventing recognizing, evaluating and mitigating muscular skeletal job-related medical disorders – with causes that may escape notice – especially those brought about by repetitive motions, awkward postures, excessive force and back strain.
	Click Level 2	Fall Protection	50	This course offers supervisory-level training in identifying and protecting against fall hazards in the workplace. This module will review fall hazards, fall hazard evaluation, fall hazard control, training requirements and more information. 50 minutes.
	Click Level 2	Fall Protection Equipment	50	This module is intended to inform the student of basic guidelines and methods for the selection, inspection and maintenance of fall protection equipment to include the body belt, full body harness, lanyard, and related equipment. This module will discuss general principals for how to put on and take off a full body harness.
	Click Level 2	Fire Prevention	60	This covers fire preparedness and emergency response; special attention is devoted to anticipating, recognizing and controlling the conditions that create a greater risk of fire. Course references specific Cal OSHA requirements for sizes and lengths of hoses used for fire prevention.
	Click Level 2	Forklift Hazards	60	This supervisory-level awareness course focuses on principles and practices of safe forklift use; special attention is paid to pre-use inspection and basic rules of operation.
	Click Level 2	Ground Fault Protection in Construction	30	This module covers the two basic methods for employing ground fault protection in construction. We will describe the function use and application of ground fault circuit interrupters or GFCIs and assured equipment grounding conductor programs or AEG or AEGCP, how they work and requirements for each. The training information presented in this module should not be considered as a substitute for the full safety and health standards for general industry or for the construction industry. 35 minutes.
	Click Level 2	Hazard Communication Standard	40	Hazard Communication - This course offers training on the basics of OSHA's Hazard Communication Standard (HCS). Elements include: the components of a Waskom program; hazardous chemicals and their properties; parties responsible for implementing Waskom; and the employee's right to access information, training, and protection. Course references California specific issues: Substances covered by Haz-Com and requirements under proposition 65.
	Click Level 2	Hazardous Waste	30	This course instructs workers, supervisors and managers in hazardous waste types, sources, handling, transportation, and emergency response. It also focuses on regulatory and legal requirements, related penalties, and compliance programs.
	Click Level 2	Heat Stress	20	This course about worksite heat-stress teaches workers, supervisors, and manager heat stress awareness, symptoms, illnesses, preventive measures, and medical surveillance.
	Click Level 2	Helicopter Lift Safety	30	This course covers the planning, principles, and procedures for safe helicopter operations.
	Click Level 2	How to Read a Material Safety Data Sheet (MSDS)	45	This course will review the various items of information found on a typical Material Safety Data Sheet (MSDS). It explains the function of each section and the type of information that should be provided to the user of the MSDS.

Click Level 2	Laser Hazards	15	This course designed for employees and supervisors that work with lasers in the field, examines lasers: their applications, hazards, controls and other safety practices.
Click Level 2	Lead Hazards	15	This supervisory-level course examines the threat of lead in the workplace, including sources of lead and lead exposure levels, limits and controls. Special emphasis is given to OSHA standards and the risks to the families of workers.
Click Level 2	Materials Handling	40	This course covers OSHA requirements for the safe handling of building materials, equipment, and containers. Primarily, it covers the safe use and maintenance of rigging equipment, and proper disposal methods for debris and other construction related waste materials according to OSHA regulations. In addition, this course also addresses safe mechanical and manual materials handling, as well as both hand and power tools and equipment for materials handling.
Click Level 2	Mold - OSHA Position	50	Concern about indoor exposure to mold has increased along with public awareness that exposure to mold can cause a variety of health effects and symptoms, including allergic reactions. This safety and health information bulletin provides recommendations for the prevention of mold growth and describes measures designed to protect the health of building occupants and workers involved in mold cleanup and prevention. This course will familiarize the student with OSHA's position and recommendations on the subject.
Click Level 2	Molds	45	Molds (and fungi) grow nearly everywhere in our environment and especially where there is moisture. Mold can also be a serious health hazard to people that come into contact with it. This course provides basic information on mold to include: how to recognize mold, it's health effects, regulatory agency information and websites, evaluation of mold contamination especially in structures designed for human occupancy, and a description of basic techniques used to clean up mold and control mold growth.
Click Level 2	Motorized Mobile Platforms	45	This supervisory awareness course focuses on basic guidelines and safeguards for mobile operations; special attention is paid to the particular features of different mobile platforms, including the operation of scissor lifts, boom lifts, forklift mounted personnel baskets and crane baskets. Approximately 45 minutes.
Click Level 2	New and Hot Topics at OSHA 2005	30	In this course module entitled "New and Hot Topics at OSHA – 2005" we cover OSHA news, new alerts, and bulletins with the potential of affecting the construction and construction related industry. This module also reviews new and hot topics that OSHA has put energy into since late 2003, 2004 and we expect will continue thru 2005. The objective of this module is keep the student informed of the latest information coming out of federal OSHA that has the potential to impact the construction and construction related industry. A secondary objective is to provide new general information that is
Click Level 2	New and Hot Topics at OSHA 2006	25	In this module we will take a look at new and hot topics from OSHA and other organizations likely affecting occupational safety and health in 2006. The objective of this module is keep the student informed of the latest information coming out of federal OSHA (and other agencies/organizations) that has the potential to impact the construction and hazardous waste operations industry. A secondary objective to provide new general information that is intended to promote a more safe and healthful workplace. New and hot topics presented include: an overall update on the regulatory
Click Level 2	Noise and Hearing Protection	15	This course, designed for employees and others exposed to potentially damaging noise, covers exposure to, control of, and protection from dangerous or excessive worksite noise. It also examines the science of how noise affects the ear, as well as OSHA regulations and medical testing for hearing loss.
Click Level 2	Office Safety	30	This employee and supervisory level course examines hazards in the office. It focuses on both the obvious causes of injury – lifting and carrying practices – and those associated with repetitive or prolonged activities such as computer use.
Click Level 2	OSHA – An Introduction	45	The objective of this course is to define the scope of OSHA and its importance for construction workers. Specific topics include employer and employee rights and responsibilities; general safety and health provisions; workplace inspections, citations, and variances; appeals; access to employee exposure and medical records, reporting and record keeping.
Click Level 2	Other Construction Health Hazards	50	Collection of three modules including Lead Hazards, Laser Hazards, and Silica Hazards.
Click Level 2	Personal Protective Equipment, Common	45	This module covers the various types of common personal protective equipment (PPE) to include its selection, use, maintenance, inspection, and storage. The various types of PPE included in this course include: head protection, eye and face protection, hand and arm protection, leg and foot protection, and whole body protection (to include the Levels of Protection for protection against hazardous waste and substances as specified by OSHA). Audience: Employees, supervisors and managers who use, select, maintain, and inspect PPE.
Click Level 2	Personal Protective Equipment, Special	45	This Module covers the various types of specialized personal protective equipment (PPE) to include its selection, use, maintenance, inspection, and storage. The various types of specialized PPE included in this course are hearing protection, respiratory protection, fall protection, high visibility apparel and drowning protection.

Click Level 2	Power Tool Use and Guarding	45	This course, designed for supervisors and other employees that use power tools and focuses on hazards, safe work practices and guarding associated with mechanical tools.
Click Level 2	Respiratory Protection	50	This employee and supervisory level awareness course covers respiratory hazards and regulations, as well as types of respirators, respirator care, fit testing, inspection, and other best practices.
Click Level 2	Rigging	30	This course designed for those with exposure to cranes and rigging, offers training in rigging terminology, components, methods and OSHA standards for safe use.
Click Level 2	Road Construction Common Hazards	35	This course identifies four major areas of concern in road construction and provides solutions to the exposures presented by them. We'll discuss Driver/operator safety, work around mobile equipment and the related personnel hazards such as runovers and backovers, night work, and the special hazards faced by personnel engaged in flagging activities. Approximately 35 minutes.
Click Level 2	Road Construction Health Hazards	30	This course identifies various health hazards and concerns that are likely to be encountered on roadway construction projects. We'll go over some of the regulatory requirements for Hazard Communication, then we'll cover some specific exposures and the recommended controls to avoid and control the health effects from them. Included are exposures to lead, silica, noise, asphalt and concrete. Approximately 25 minutes.
Click Level 2	Road Construction Special Hazards	40	This course identifies special hazards that highway workers are likely to deal with at some point when performing their job duties in a highway construction environment. During this module we'll discuss confined spaces, high visibility apparel, and emergency response considerations. The objectives of this module are for the student to learn to recognize, evaluate and control confined space hazards, to understand the need for and the value of high visibility apparel in roadway construction areas, and to understand some of the requirements and responsibilities for emergency action and
Click Level 2	Safety and Health during Disaster Recovery	35	Recently, OSHA issued an Alert on the "Dangers Associated with Cleanup and Recovery from Hurricanes". To promote safety and health for construction, general industry and other workers (e.g. hazardous materials responders) this course reviews topics presented in OSHA's alert to include some of the clean up and recovery tasks and safe work practices to prevent injury, illness and potential death. Although initially drafted to respond to hurricanes, the information presented has extensive significant applications to other clean up and recovery operations to both natural and man made
Click Level 2	Scaffold Erection Guidelines	30	This worker and supervisor level awareness level course focuses on standards for designing, erecting/disassembling, inspecting and ensuring safe access to scaffolds. Special attention is paid to the duties of the competent person responsible for scaffold erection operations. Course references specific Cal OSHA requirements with regard to permits, scaffold erection guying and tying, and trigger heights for fall protection. The California requirement for a "Qualified Person" (defined in courses) vs. "Competent Person" to supervise scaffold erection/dismantling is also discussed.
Click Level 2	Scaffold User Guidelines	30	This course examines safety regulations and safe work practices for different types of scaffolds. Scissor lifts are briefly covered in this course. Special attention is paid to the causes of scaffold accidents and ways to prevent them. Course references specific Cal OSHA requirements for scaffolds, fall protection trigger heights, tying/guying, etc.
Click Level 2	Signs Signals and Barricades	30	This ClickSafety training course is designed to familiarize the student with the basic OSHA requirements for: Accident prevention signs and tags; Signaling requirements for flaggers and cranes and hoists, and; Barricade requirements. This course will identify the common definitions used to describe signs, signals and barricades and review their different types. A close look at the those common traffic signs found during construction operations will also be presented as well as additional sources of information and assistance
Click Level 2	Silica Hazards	20	This course covers the sources, short-term and long-term dangers associated with silica exposure. Also reviewed are work activities associated with silica exposure and various means of control and protection.
Click Level 2	Slips, Trips and Falls	30	During this session, we discuss the problem and effects of slips, trips and falls, identify common exposures, discuss methods for planning, communicating and educating for success, and then we close with a discussion on getting control of your losses through claims management techniques and other valuable risk engineering services. This is not the comprehensive staff training program, but a three-step approach to planning, communication and education for STF prevention success. Approximately 30 minutes.
Click Level 2	Soils Analysis & Classification	50	This course offers training in soil analysis and classification for safety during excavation and earth moving activities. Topics will include soil safety, soil mechanics, and visual and manual soil testing and soil classification. The course is intended for supervisors, managers and those who seek competent person status.
Click Level 2	Spray Coating Operations	45	This supervisory level awareness course examines spray-coating operations: its methods, techniques, hazards and controls.

Click Level 2	Stairways and Ladders	45	This course offers training in safe and effective use of stairways and ladders in accordance with the OSHA Standards. The course covers key terms and definitions, temporary stairs, ladder types, safe ladder use, inspection and straight, step and fixed ladders.
Click Level 2	Subpart C – Construction General Safety	60	This course provides basic information from the general safety and health provisions found in OSHA's Construction Safety and Health Regulations, Subpart C. Topics that will be reviewed in this module include a general discussion of OSHA requirements for: safety and health training and education, first aid, CPR, fire prevention and protection, housekeeping, important definitions, emergency access and egress, emergency action plans and other information.
Click Level 2	Subpart D – Construction Health Hazards	60	This course will provide a general review of OSHA regulations found in subpart D of the federal construction safety and health standards, including requirements for medical services, first aid, sanitation, occupational noise exposure, ionizing radiation, airborne contaminants, illumination and ventilation. Companion courses include Subpart D, Health Hazards in Construction, Hazard Communication and How to Read an MSDS. It is designed for construction managers, supervisors and workers. It is also a basis for completion of the ClickSafety OSHA 30-hour construction safety
Click Level 2	Subpart D – Occupational Health	30	This course will provide a general review of OSHA regulations found in subpart D of the federal construction safety and health standards, including requirements for medical services, first aid, sanitation, occupational noise exposure, ionizing radiation, airborne contaminants, illumination and ventilation. Companion courses include Subpart D, Health Hazards in Construction, Hazard Communication and How to Read an MSDS. It is designed for construction managers, supervisors and workers. It is also a basis for completion of the ClickSafety OSHA 30-hour construction safety
Click Level 2	Subpart O - Motor Vehicles, Mechanized Equipment	75	This module will provide a general review of OSHA regulations found in subpart O of the Federal construction safety and health standards, and specific definitions found in Covers 29 CFR 1926, Subpart O, Motor Vehicles, Mechanized Equipment, and Marine Operations, and a review of standards for construction equipment in general, motor vehicles, material handling equipment, pile driving equipment, site clearing, and marine operations and equipment. Approximately 75 minutes.
Click Level 2	Subpart R – Steel Erection	90	This course will review requirements covered by the federal OSHA construction safety standards on steel erection, subpart R. The course will address Key Terms, Fall Protection, Controlled Decking Zones, Starting Steel Erection, Hoisting and Rigging, Crane Safety, Structural Steel Assembly, Training and other considerations.
Click Level 2	Sun and Other Outdoor Hazards	45	This course will provide the student with an overview of the hazards encountered when working in the sun and other outdoor hazards, how to recognize those hazards, what can be done to minimize the risk of exposure and potential injury and illness and additional sources of information for the student to recognize, evaluate and control outdoor hazards. The course references OSHA, Centers for Disease Control (CDC), National Institute for Occupational Safety and Health (NIOSH) and the Environmental Protection Agency (EPA). This course is designed for employees, supervisors and
Click Level 2	Trenching & Excavations- Practical Applications	50	This course covers some basic practical applications of the requirements found in subpart P, of the safety and health regulations for construction, 29 CFR 1926. Special emphasis and practical exercises relating to appendices B, C and D of the subpart will be presented to convey the requirements of the regulation as it relates to sloping, benching, shoring and alternative protective methods for trenching and excavations. Interpretation and use of the shoring tables will be discussed. Grouping this course with CI 2 Trenching and Excavations, CI 2 Soil Analysis and Classifications and CI 3 The
Click Level 2	Trenching and Excavation	25	This course offers supervisory-level trenching and excavation training: OSHA standard, soil classification and protective systems, and installing or removing equipment and materials. Course also references specific Cal OSHA requirement for excavation permits.
Click Level 2	Welding/Hot Work	35	This worker and supervisory level course focuses on welding types, hazards, and controls; special emphasis is given to anticipating dangers and implementing safe work practices.
Click Level 2	Workzone Safety Tips	20	This course provides practical safety tips based on actual traffic situations from field operations. It demonstrates both good and poor traffic control applications and identifies a number of common safety hazards faced in active traffic zones. We'll be discussing a number of traffic control issues and hazards involving the motoring public. The objective of this module is to provide the student with knowledge and guidance in techniques and avoidance to control hazards to employees involved in workzone traffic zones. Covered are traffic control devices, flaggers and other road hazards. This
Click Level 2	Workzone Traffic Control	45	This supervisory level awareness course focuses on designing and protecting workzone traffic operations so as to promote the safety of workers and motorists, as well as maintaining a smooth flow of traffic.
MANAGEMENT COURSES			
Click Level 2	Advanced Safety Training		Audience: Specialized Workers & Supervisory Personnel Length: 30 Minutes - 90 Minutes
	Classes	Course Length in Minutes	Course Description
Click Level 3	Competent Person Excavations	170	This course is intended to help prepare the student for competent person duties for trenching and excavation activities. The course consists of four modules providing instruction in the competent person process and requirements: basic trenching and excavation requirements; soils analysis and classification; and a practical look at field applications for the requirements found in appendices B, C and D of Subpart P, the excavation requirements. This instruction, along with other training, experience and knowledge, will help the student's employer make a determination to designate the

Click Level 3	Competent Person, Fall Protection	230	This course is intended to help prepare the student for competent person duties for fall protection activities. The course consists of four modules providing instruction in the competent person process and requirements; basic fall protection requirements; fall protection equipment; and 100% fall protection. This instruction, along with other training, experience and knowledge, will help the student's employer make a determination to designate the student as a competent person.
Click Level 3	Conducting Tailgate Meetings	40	This course covers basic guidelines and methods employed to develop, implement and conduct a tailgate safety meeting principally in the construction and construction related industries. This training references applicable OSHA requirements and other pertinent information. Upon completion the student should know: What a tailgate meeting is; why tailgates are necessary; what makes for a good tailgate meeting; how to identify traits that good trainers need; the six specific steps to effective tailgate meetings. Estimated length: 35 minutes. Intended for all those employees, foremen, supervisors.
Click Level 3	Construction Spanish for Supervisors	60	This course will provide information to assist the English-speaking supervisor in dealing with Spanish-speaking construction workers. The course will provide the student with some basic Spanish speaking techniques, pronunciation guidelines and Spanish phrases to enable a baseline ability to communicate in Spanish in the area of construction safety. It is not designed to teach Spanish as a foreign language, for that goes far beyond the scope of this course. The course will also discuss some basic communication issues and Hispanic cultural issues to assist the supervisor in dealing
Click Level 3	Contractor's Safety & Health Program	60	This module is intended to inform the student of three principal workplace safety and health elements: Review and clarify the citation policy that OSHA has adopted relating to a construction employers policy's / procedures / and programs for safety and health training and education, first aid and medical attention and recordkeeping. Provide the student with information and tools how OSHA and the student can evaluate an employers safety and health program. Inform the student of OSHA's Multiemployer Worksite Rule
Click Level 3	Health & Safety Leadership	240	This course, consisting of five modules, is intended to review health and safety leadership issues specific for construction. It is designed for Construction company management and superintendents, foreman, subcontractor management, construction managers and others with leadership responsibility with respect to nearly all construction related operations. This course includes 12 topics covering: Basics of leadership, Motivation/communication, Positive safety culture, Conducting safety meetings, Liabilities of superintendents/foremen, Identification of hazards, Mitigation of
Click Level 3	OSHA 300 Reporting and Record Keeping	60	The OSHA Reporting and Record Keeping course provides basic instructional information on the understanding, completion and maintenance of the new OSHA record keeping forms 300, 300A and 301.
Click Level 3	OSHA Compliance Basics	60	This course offers in detail the scope of OSHA's objectives and coverage. It enumerates employer and employee rights and responsibilities under OSHA; discusses how standards are created and enforced (with special attention to the construction industry); discusses inspections, citations and appeals; and examines OSHA-required posting and record keeping in detail.
Click Level 3	Suspicious Mail, Anthrax and Other Concerns	30	This training course will discuss basic information on how to identify and handle suspicious mail. In addition, it will discuss recommendations on dealing with these issues as described by the FBI, US Postal Service and other governmental agencies. It will also describe the identification, transmission, prevention and treatment of Anthrax.
Click Level 3	The Competent Person	45	This course offers training in the Competent Person process. Topics will include definitions, a summary of the Federal OSHA requirements, and a review of the process required to make a determination for Competent Person status. We will take a brief look at state standards. The course will focus on construction and construction related activities and requirements. It is intended for supervisors, managers, owners and those who have responsibility for ensuring a safe, healthful and sanitary worksite. Upon completion, the student should know what a competent person is, be aware of the

CERTIFICATE AND OSHA OUTREACH COURSES

Click Level 4			Audience: All Employees
Certificate or OSHA Authorized			Length: 1.5 - 30 Hours
	Classes	Course Length in Minutes	Course Description
	Asbestos Awareness in Construction	120	This course, together with additional, "site specific" information, was designed to meet the OSHA (1926.1101) and AHERA regulatory requirements in one easy to understand course. Asbestos awareness training is required upon initial assignment and annually for employees whose work activities may contact asbestos containing materials (ACM) or presumed asbestos-containing materials (PACM), but do not disturb ACM or PACM during their work activities (Class IV operations). 29CFR 1926.1101(k)(9)(vii) requires a minimum of 2 hours training. The 2 hour course agenda includes an introduction to:
	Asbestos Awareness in General Industry	120	This course has been designed primarily to comply with training requirements as required by OSHA in 29 CFR 1910.1001. The employer shall train each employee who is exposed to airborne concentrations of asbestos at or above the PEL and/or excursion limit. Training shall be provided prior to or at the time of initial assignment and at least annually thereafter. However, we have also included the 2-hour time requirement as called out by the EPA for anyone engaged in custodial or maintenance work. This time requirement is being imposed on this course in order comply with that
	Asbestos Awareness in Schools	120	All maintenance and custodial staff in schools who may work in a building that contains asbestos-containing building materials (ACBM) must receive at least two hours of asbestos awareness training whether or not they are required to work with ACBM. In addition, OSHA requires that employees who perform housekeeping operations in an area which contains ACM or presumed ACM (PACM) receive asbestos awareness training on an annual basis (at least once a year). This course, together with additional "site specific" information, was designed to meet these two regulatory
Click Level 4	C4 Rough Terrain Forklift Operator Certification	90	C4 Rough Terrain Forklift Operator Certification This course covers the safe operation of the most common type of fork lift in use on construction sites today, the variable reach, rough terrain lift truck. In this course we will cover inspection criteria, operational characteristics, handling and placing loads, the stability of the lift, fueling, general safety rules and driver evaluations. This course is intended for fork truck operators, supervisors, managers and safety personnel. Employer must provide hands on training and certificate of completion. Forklift Performance Test Form included in

		CAL/OSHA 8X8	480	This Cal OSHA 8X8 Training course is a voluntary program to familiarize the student with basic occupational safety and health principals and techniques and the 8 elements of California's Injury and Illness Prevention Program requirement. This course does identify safety and health regulatory standards, but focuses more on hazard recognition, evaluation and control. Students interested in learning more about specific regulatory standards are encouraged to take ClickSafety's training module entitled <u>Cal/OSHA 10 Hour construction safety course, which is authorized (pending) by the</u>
Click Level 4		Forklift Operator Certification	90	This course covers the safe operation of the most common type of forklift in use today, the sit down, counterbalanced forklift. In this course we will cover construction of the lift, inspection criteria, operational characteristics, load handling, center of gravity and the stability of the lift, fueling, general safety rules and driver evaluations. This course is intended for fork truck operators, supervisors, managers and safety personnel. Employer must provide hands-on training and certificate of completion. ClickSafety provides <u>Forklift Performance Test Form upon request. About 90 minutes</u>
Click Level 4		G4 A User's Guide to Electrical PPE NFPA 70E	200	This training course was adapted from the booklet A User's Guide to Electrical PPE, Based on NFPA 70E written by Ray A. Jones and Jane G. Jones and presented with permission from Jones and Bartlett Publishers. It consists of 5 modules, including Introduction to Electrical PPE, Protection from Shock and Electrocutation, Protection from Arc Flash, Protection from Arc Blast, and General Protection from Electrical Injuries. Estimated time to complete is 3.5 hours.
Click Level 4		G4 Information Security Awareness	30	This course will help you recognize the many information security risks you and your organization face daily. Don't worry, it's not a course for techies. The lessons learned and best practices of many companies are woven into the content. It conforms to all known local, state, and federal requirements for security-awareness training. Approximately 30 minutes.
		Hazwoper 8-Hour Refresher 2010	480	The 8-hour annual HAZWOPER Refresher course is updated every year to meet changing standards and is for those who have completed the 24 or 40-hour HAZWOPER courses. ClickSafety's HAZWOPER Refresher course is updated annually and meets the requirements specified in 29 CFR 1910.120 and consists of the following sections: Introduction to HAZWOPER, New and Hot Topics, Regulations Review and Update, Site Hazards, Chemical, Physical Agents Hazards, Site Hazards, <u>Biological, Site Hazards, Ergonomics, Site Monitoring, Personal Protective Equipment</u>
Click Level 4		HAZWOPER 8-hour Supervisor	480	The learning objectives of the HAZWOPER Management and Supervisor Training course are to familiarize the student with OSHA's training requirements for on-site managers and supervisors at hazardous waste operations and emergency response activities, review regulatory agencies and legal considerations, provide a discussion of safety management and on-site leadership, cover safety and health programs, provide tips for hazards recognition, evaluation and control and explain field safety and <u>response to emergency actions through case studies. The targeted standards are</u>
Click Level 4		Lead Awareness General Industry	90	Coupled with job and site specific training, this course is designed to comply with the OSHA initial and annual lead awareness training requirements specified in 29 CFR 1910.25(j). This course provides an overview of the properties and uses of lead, health hazards of lead, lead standards and exposure limits, medical surveillance and removal issues, control of lead in the workplace and additional sources of information. Approximately 2 hours.
Click Level 4		Lead Awareness in Construction	90	Coupled with job and site specific training, this course is designed to comply with the OSHA initial and annual lead awareness training requirements specified in 29 CFR 1926.59 and 29 CFR 1926.62(l). This course provides an overview of the properties and uses of lead, health hazards of lead, lead standards and exposure limits, medical surveillance and removal issues, control of lead in the workplace and additional sources of information. Specific topics covered as required by the standard include, but <u>are not limited to, the requirements concerning warning signs and labels, material</u>
		OSHA 10 California Construction Course	600	ClickSafety is authorized to present this course by the Directorate of Training and Education (in Arlington Heights, IL) as part of the OSHA Outreach Program for Construction. Upon successful completion of the course, students will receive a course completion certificate and a wallet-sized DOL/OSHA completion card. This course provides the SAME certification as the classroom-delivered course taught for many years under the OSHA Outreach Program. The course is appropriate for construction <u>workers, foremen, job supervisors, inspectors, etc. involved in the construction</u>
		OSHA 10 General Industry Course	600	ClickSafety is authorized to present this course by the Directorate of Training and Education (in Arlington Heights, IL) as part of the OSHA Outreach Program. Upon successful completion of the course, students will receive a course completion certificate and a wallet-sized DOL/OSHA completion card. This course provides the SAME certification as the classroom-delivered course taught for many years.
		OSHA 10 Hour Construction	600	ClickSafety is authorized by the Directorate of Training and Education (in Arlington Heights, IL) to present this course as part of the OSHA Outreach Program for Construction. Upon successful completion of the course, students will receive a course completion certificate and a wallet-sized DOL/OSHA completion card. This course provides the SAME certification as the classroom-delivered course taught for many years under the OSHA Outreach Program. The course is appropriate for construction <u>workers, foremen, job supervisors, inspectors, etc. involved in the construction</u>
		OSHA 10 Road Construction	600	This 10 hour construction safety course is focused on road construction and maintenance activities. Course topics highlight specific road construction hazards and include: Introduction to OSHA, Electrical hazards, Fall Protection, Motor Vehicles/Mechanized Equipment, Cranes and Aerial Lifts, Excavations, Workzone Traffic Control, Roadway Construction Common Hazards, Roadway Construction Health Hazards, and Roadway Special Considerations. ClickSafety is authorized to <u>deliver this course by the Directorate of Training and Education (in Arlington Heights</u>
		Osha 10 Spanish	600	ClickSafety is authorized by the Directorate of Training and Education (in Arlington Heights, IL) to present this Spanish course as part of the OSHA Outreach Program for Construction. Upon successful completion of the course, students will receive a course completion certificate and a wallet-sized DOL/OSHA completion card. This course provides the SAME certification as the classroom-delivered course taught for many years under the OSHA Outreach Program. The course is appropriate for construction <u>workers, foremen, job supervisors, inspectors, etc. involved in the construction</u>
		OSHA 30 Construction Course	1800	ClickSafety is authorized to present this course by the Directorate of Training and Education (in Arlington Heights, IL) as part of the OSHA Outreach Program for Construction. Utilizing the record keeping system, ClickSafety will report to OSHA the individuals who have successfully completed the course. The DOL/OSHA Completion Cards will be sent to ClickSafety for signature and distribution to the ClickSafety customer (employer). It will then be the customers' responsibility to distribute the card <u>to the employee.</u>

		STS Construction Exam Preparation	60	This course is designed to detailed information, material, and resources to help prepare the student for the Safety Trained Supervisor certification examination. This program also introduces the best known methods used by construction supervisors to obtain world class safety performance. The course includes four primary training modules, three comprehensive practice examinations and dozens of study guides focused on construction safety. Four to Six hours.
SPANISH COURSES				
Click Level 1 & 2			Audience: All Spanish Speaking Employees	
Spanish			Length: 15 - 60 Minutes	
		Classes	Course Length in Minutes	Course Description
Click Level 1		Bloodborne Pathogens	15	This course offers training about types, sources, and routes of transmission of bloodborne infectious agents. Examples include Hepatitis and HIV. Special emphasis is paid to workplace precautions for preventing exposure, and on basic decontamination procedures for a workplace accident.
Click Level 2		Concrete and Masonry	50	Concrete and Masonry
Click Level 2		Confined Space Entry	40	This course offers supervisory level training in confined space, permit required entry operations. It focuses on OSHA requirements for entry; on recognizing, evaluating and controlling hazards; and on confined space entry team roles, standard equipment and rescue procedures.
Click Level 1		Confined Spaces Awareness	15	This introductory course defines the various kinds of confined spaces, the potential hazards and basic permit requirements for worker entry. There is a focus on the special dangers of confined space operations, including lack of oxygen, explosive agents, and engulfment by material in the confined space.
Click Level 2		Control of Hazardous Energies	30	This course focuses on identifying, controlling, and isolating the most common hazardous energies in the workplace including: electrical, chemical, mechanical, pressure, thermal, and radiation. It also reviews lock-out/tag-out procedures.
Click Level 2		Crane Safety Basics	45	This course covers basic safety-related elements of crane operation. Special attention is paid to OSHA regulations, types of cranes, load charts, inspections and certifications.
Click Level 1		Diversity in the Workplace	15	This course offers introductory training in workplace diversity issues. Special attention is paid to: the benefits of a diverse workforce, what constitutes discrimination, federal laws against workplace discrimination, and to the positive results of workplace sensitivity training.
Click Level 2		Electrical Hazards	30	This course focuses on specific types of job site electrical hazards, and on protective devices and practices in the context of electrical safety.
Click Level 1		Electrical Safety Awareness	15	This course focuses on basic concepts of electrical safety—on how and why shock occurs, and on basic techniques for preventing it, including insulation, guarding, grounding, and ground fault circuit interrupters.
Click Level 1		Emergency Action Planning Awareness	15	This course offers an introductory overview to on-site worker emergency response: sounding/identifying alarms, assessing hazards, personnel roles, emergency equipment, and OSHA requirements.
Click Level 1		Employer/Employee Responsibility	15	This course offers basic job site safety guidelines for both employers and employees. It outlines the employer's responsibility to provide safe working conditions and to comply with OSHA standards. In addition, it outlines the employee's responsibility to be mentally alert and to report any unsafe conditions.
Click Level 1		Ergonomics Awareness	15	This introductory course focuses on musculoskeletal disorders. The causes of musculoskeletal disorders and how to prevent them are explained in detail. Clarification of exposures on and off the job and common ergonomic risk factors are also described.

	Click Level 2	Fall Protection	90	This course offers supervisory-level training in identifying and protecting against fall hazards in the workplace.
	Click Level 1	Fall Protection Awareness	15	Every employer should have a written fall protection plan specific to any job site with fall hazards. This introductory course focuses on two kinds of fall protection—fall arrest and fall restraint systems—as well as equipment (body harness, lanyard, anchorage points) and competent person requirements.
	Click Level 2	Fire Prevention	60	This covers fire preparedness and emergency response; special attention is devoted to anticipating, recognizing and controlling the conditions that create a greater risk of fire. Course references specific Cal OSHA requirements for sizes and lengths of hoses used for fire prevention.
	Click Level 1	Fire Prevention Awareness	15	Basic fire prevention techniques are addressed in this course. How to assess fire risks, control of small fires, and the proper use of fire extinguishers are covered in detail. Knowing when and how to call for help, and evacuation procedures are included in this course as well.
	Click Level 1	General Housekeeping Awareness	15	This course focuses on the elements of good construction site housekeeping, important for safety and required by OSHA. Defined as the removal of any hazards, material, or equipment that prevents workers from doing their job safely or that otherwise poses a danger, good housekeeping involves various engineering controls, work practices, and flagging and barricade measures.
	Click Level 2	Ground Fault Protection in Construction	30	This module covers the two basic methods for employing ground fault protection in construction. We will describe the function use and application of ground fault circuit interrupters or GFCI's and assured equipment grounding conductor programs or AEG or AEGCP, how they work and requirements for each. The training information presented in this module should not be considered as a substitute for the full safety and health standards for general industry or for the construction industry.
	Click Level 1	Hazard Communication Awareness	15	This course is an introduction to Haz-Com – the OSHA-mandated program for all sites with potential chemical exposure. It identifies the employees right to know what chemicals they are working with and what a workers responsibility is on the job site. The need for workers to be aware of harmful short-term and long-term effects of chemical exposure and proper container labeling such as Material Data Safety Sheets (MSDS) is explained.
	Click Level 2	Hazard Communication Standard	45	Hazard Communication - This course offers training on the basics of OSHA's Hazard Communication Standard (HCS). Elements include: the components of a Waskom program; hazardous chemicals and their properties; parties responsible for implementing Waskom; and the employee's right to access information, training, and protection. Course references California specific issues: Substances covered by Haz-Com and requirements under proposition 65.
	Click Level 2	Heat Stress	40	This course about worksite heat-stress teaches workers, supervisors, and manager heat stress awareness, symptoms, illnesses, preventive measures, and medical surveillance.
	Click Level 1	Jobsite Safety Orientation Awareness	15	An introductory overview of jobsite safety issues which outlines the role of OSHA, the employer, and the worker. This course provides basic steps that can be taken to insure a safe work area. For their part on the "Safety Team," workers are responsible for knowing their employer's injury and illness prevention program, identifying common hazards, wearing personal protective equipment (PPE), and taking appropriate housekeeping measures.
	Click Level 1	Ladder Safety Awareness	15	Ladder selection, set-up, and safe work practices, including load/duty ratings and accident prevention guidelines are the highlights of this course.
	Click Level 2	Materials Handling	45	This course covers OSHA requirements for the safe handling of building materials, equipment, and containers. Primarily, it covers the safe use and maintenance of rigging equipment, and proper disposal methods for debris and other construction related waste materials according to OSHA regulations. In addition, this course also addresses safe mechanical and manual materials handling, as well as both hand and power tools and equipment for materials handling.
	Click Level 2	OSHA: An Introduction	45	The objective of this course is to define the scope of OSHA and its importance for construction workers. Specific topics include employer and employee rights and responsibilities; general safety and health provisions; workplace inspections, citations, and variances; appeals; access to employee exposure and medical records, reporting and record keeping.
	Click Level 2	Personal Protective Equipment	75	This module covers the various types of common personal protective equipment (PPE) to include its selection, use, maintenance, inspection, and storage. The various types of PPE included in this course include: head protection, eye and face protection, hand and arm protection, leg and foot protection, and whole body protection (to include the Levels of Protection for protection against hazardous waste and substances as specified by OSHA). Audience: Employees, supervisors and managers who use, select, maintain, and inspect PPE.

	Click Level 1	Personal Protective Equipment Awareness	20	An introduction to basic and essential worksite PPE, including hard hats and their classifications, protective eyewear, hearing protection, and protective gloves, footwear, and clothing.
	Click Level 1	Power Tool Awareness	15	This course is an introduction to power tools, safety guidelines for their use, and the most common causes of injury. Particular attention is paid to power saws, powder actuated tools, and pneumatic power tools.
	Click Level 2	Power Tools Use and Guarding	60	This course, designed for supervisors and other employees that use power tools and focuses on hazards, safe work practices and guarding associated with mechanical tools.
	Click Level 2	Rigging	30	This course designed for those with exposure to cranes and rigging, offers training in rigging terminology, components, methods and OSHA standards for safe use.
	Click Level 2	Scaffold Erection Guidelines	30	This worker and supervisor level awareness level course focuses on standards for designing, erecting/disassembling, inspecting and ensuring safe access to scaffolds. Special attention is paid to the duties of the competent person responsible for scaffold erection operations. Course references specific Cal OSHA requirements with regard to permits, scaffold erection guying and tying, and trigger heights for fall protection. The California requirement for a "Qualified Person" (defined in courses) vs. "Competent Person" to supervise scaffold erection/dismantling is also discussed.
	Click Level 1	Scaffold Safety Awareness	15	Working from a scaffold presents clear and present hazards. This course covers worker training, scaffold pre-use inspection, and general safety principles. Rolling, suspended, and ladder jack scaffolds are also discussed.
	Click Level 2	Scaffold User Guidelines	30	This course examines safety regulations and safe work practices for different types of scaffolds. Scissor lifts are briefly covered in this course. Special attention is paid to the causes of scaffold accidents and ways to prevent them. Course references specific Cal OSHA requirements for scaffolds, fall protection trigger heights, tying/guying, etc.
	Click Level 1	Spanish C1 Cal Fall Protection Awareness	15	Every employer should have a written fall protection plan specific to any job site with fall hazards. This introductory course focuses on two kinds of fall protection - fall arrest and fall restraint systems - as well as equipment (body harness, lanyard, anchorage points) and competent person requirements. Course is based on Cal OSHA safety orders.
	Click Level 1	Spanish C1 Cal Fire Prevention	15	Basic fire prevention techniques are addressed in this course. How to assess fire risks, control of small fires, and the proper use of fire extinguishers are covered in detail. Knowing when and how to call for help, and evacuation procedures are included in this course as well. Course is based on Cal OSHA safety orders.
	Click Level 1	Spanish C1 Cal PPE Awareness	25	An introduction to basic and essential worksite PPE, including hard hats and their classifications, protective eyewear, hearing protection, and protective gloves, footwear, and clothing. Course is based on Cal OSHA safety orders.
	Click Level 1	Spanish C1 Cal Scaffold Safety Awareness	15	Working from a scaffold presents clear and present hazards. This course covers worker training, scaffold pre-use inspection, and general safety principles. Rolling, suspended, and ladder jack scaffolds are also discussed. Course is based on Cal OSHA safety orders.
	Click Level 1	Spanish C1 Cal/OSHA for construction	30	This course reviews the basics of the Cal-OSHA organization, and comparisons to Federal OSHA. The course reviews some of the similarities and differences of the two agencies and requirements specific to several construction safety and health standards to include: ergonomics, fall protection, hazard communication and others. Identifies the major permits required when doing construction work in California, not required by Federal requirements.
	Click Level 1	Spanish C1 Crystalline Silica Exposure	10	This course reviews OSHA's new publication "Crystalline Silica Exposure for Construction Employees" which provides basic information on what crystalline silica is, it's hazards, symptoms of silicosis, where construction workers are exposed, how OSHA is addressing exposure, and what employers and employees can do to protect against exposures to crystalline silica.
	Click Level 1	Spanish C1 Defensive Driver Awareness	15	This introductory course outlines basic strategies for safe driving and overall defensive driving awareness. The course focus is on high-risk road conditions and driving behavior, as well as on vehicle maintenance, and safe practices behind the wheel.

Click Level 1	Spanish C1 Gas Monitoring and Calibration	10	Gas monitoring instruments are designed to protect personnel from unseen hazards that may exist in workplace environments, including confined spaces. OSHA recognizes that it is vital that these instruments are maintained and calibrated properly. This course will familiarize the student with OSHA's position and recommendations on the subject. This course is intended to inform the student of new information presented by OSHA in their bulletin (SHIB 05-04-2004), "Verification of Calibration for Direct-Reading Portable Gas Monitors"
Click Level 1	Spanish C1 Working safely with electricity	20	This course will focus on identifying primary common electrical hazards, will discuss effects of electricity on the human body, and will review a number of safe working procedures and inspection processes to aid personnel who must safely work with electrical equipment and systems. The course is intended for workers, supervisors and managers whose operations bring them into contact with or exposure to live electrical circuits, and energized electrical equipment and tools.
Click Level 2	Spanish C2 Alcohol and Substance Abuse	30	This course covers topics associated with the abuse of alcohol and substances, including: Who alcohol and substance abuse affects, an overview of alcohol and substances most often abused, the recognition and effects of alcohol and drugs, what you should do if you recognize use or abuse in your workplace, Codependency issues, sources of help for those who need it and drug testing in the workplace. 30 minutes
Click Level 2	Spanish C2 Defensive Driving Techniques	60	This course offers extended training in driving defensively. It focuses on critical driver safety issues and methods of controlling the hazards behind most accidents. Course content includes preparation, seat belts and air bags, the good driver defined, the cushion of safety, intersections, backing safety, aggressive driving, cell phones and other distractions, drugs and alcohol, fatigue, winter driving and other issues. 60 minutes.
Click Level 2	Stairways and Ladders	45	This course offers training in safe and effective use of stairways and ladders in accordance with the OSHA Standards. The course covers key terms and definitions, temporary stairs, ladder types, safe ladder use, inspection and straight, step and fixed ladders.
Click Level 1	Trenching and Excavation Awareness	15	This introductory course focuses on general excavation requirements, common causes of cave-ins, underground surveys, soil types, protective systems, and competent person issues.
Click Level 2	Trenching and Excavations	25	This course offers supervisory-level trenching and excavation training: OSHA standard, soil classification and protective systems, and installing or removing equipment and materials. Course references specific Cal OSHA requirement for excavation permits.
Click Level 2	Welding/Hot Work	45	This worker and supervisory level course focuses on welding types, hazards, and controls; special emphasis is given to anticipating dangers and implementing safe work practices.
Click Level 1	Working Around Mobile Equipment	15	An overview of basic safety awareness principles when working on a job site with mobile equipment—whether it is moving or not.

MOLD IN CONSTRUCTION SERIES

Click Level 3	Audience: Contractors, All Employees		
Mold	Length: 30 minutes - 3.5 Hours		
	Course Length in Minutes		
	Classes	Course Description	
Click Level 3	Managing Mold Issues for Bldg Construction Mgmt	100	This course consists of three modules to assist in managing the construction maintenance process. Included are Mold Information and Training, Mold Design and Materials and Mold Maintenance Procedures.
Click Level 3	Managing Mold Issues for Fixed Site Facilities	90	This training course consists of four modules: Mold 101, which provides basic information about mold and its characteristics, why it is an economic problem today, information about its growth, health effects, when it can be a problem and basic techniques to prevent its growth; Prevention of Mold, which provides information on the prevention of mold and mold related problems and basic risk management techniques; Reponse, Water Intrusion, which describes detailed protocols to be followed in the event of a water intrusion event; and Selection of Experts, which provides guidance on
Click Level 3	Mold Awareness for Facility Operators	60	This course provides buildings owners and employees of fixed facilities basic information, guidelines, methods, best management practices (BMP's) for mold and moisture recognition, evaluation, and control in buildings or other fixed facilities.
Click Level 3	Mold Contract and Bid Instructions	45	Mold Contracts & Bid Instructions is intended to inform the student of basic guidelines and methods to include best management practices for the development of contracts and bid instructions to avoid and / or mitigate mold litigation problems.

Click Level 3	Mold Design and Materials	20	This module, Mold Design and Materials is intended to inform the student of basic guidelines and methods for selecting consultants and experts, in-house testing and observation, using or not using mock-ups, early start ups of mechanical systems.
Click Level 3	Mold for All other Trades	130	Designed for specialty subcontractors and includes four modules including Mold Information and Training, Mold Design and Materials, Water Intrusion Inspection, and Mold Maintenance Procedures.
Click Level 3	Mold For General Contractors	155	Course consists of four modules designed to assist the general contractor manage his mold exposures. Included are Mold Information and Training, Mold Contract and Bid, Water Intrusion Inspection, and Mold Maintenance Procedures.
Click Level 3	Mold In Construction	200	Six modules, including Mold Information and Training, Mold Contract and Bid Instructions, Mold Design and Materials, Mold Maintenance Procedures, Mold Inspection in Construction, Mold Response Actions.
Click Level 3	Mold Information and Training	60	This course is intended to inform the student of basic guidelines, methods, best management practices (BMP's) for mold and moisture recognition, evaluation, control in buildings and the education, information and training for contractors, employees, and owners involved in the mold prevention process.
Click Level 3	Mold Inspection in Construction	30	This module is intended to inform the student of basic guidelines and methods for inspecting and taking action to prevent mold and subsequently mold claims in the construction process. This module will address pre-construction, during construction, and post construction issues as it specifically relates to Curtainwalls, Drywall, and Plumbing and HVAC activities.
Click Level 3	Mold Maintenance Procedures	20	This specific module, Mold Maintenance Procedures is intended to inform the student of basic guidelines and methods for mold maintenance procedures to prevent mold and its growth.
Click Level 3	Mold Remediation and Restoration	105	Designed for those in correcting mold issues and includes three modules, Mold Information and Training, Mold Response Actions and Mold Maintenance Procedures.
Click Level 3	Mold Response Actions	25	This module is intended to inform the student of basic guidelines and methods, to include best management practices, for response to mold problems and incidents in construction to avoid and / or mitigate mold litigation problems. Areas covered include pre-event preparation, response to mold problems during construction, response to mold problems post construction, best management practices and valuable tips and resources for additional information to include "Guidelines for Response to Water Damage"
Click Level 3	Mold Training for Contractors	155	Mold Training for Contractors. Five modules, including Mold Information and Training, Mold Design and Materials, Mold Maintenance Procedures, Mold Inspection in Construction, Mold Response Actions.

DEPARTMENT OF TRANSPORTATION COURSES

Click Level 2 & 3		Audience: Drivers and Supervisors	
DOT		Length: 25 - 90 Minutes	
	Classes	Course Length in Minutes	Course Description
Click Level 2	Driver Pre Trip/Post Trip Vehicle Inspection	60	This course offers training in the Federal and state laws that require commercial drivers to inspect their vehicles. It will provide a step-by-step procedure for conducting required pre-trip and post-trip inspections. It will also provide answers to many frequently asked questions about the requirements. The course should take approximately 60 minutes to complete and is intended for commercial drivers, as well as supervisors and managers.
Click Level 3	Drug and Alcohol Training for Supervisors	75	This course covers specific drugs of abuse, including marijuana, heroin, amphetamines, cocaine, PCP, predatory drugs and alcohol. It also provides information to raise awareness to the potential problems of drug and alcohol abuse, the consequences of substance abuse, the signs and symptoms of substance abuse, and what to do if you think you have an employee that has a drug or alcohol problem. This course meets the Department of Transportations minimum requirements for supervisor training on substance abuse.
Click Level 2	Drug Testing for Commercial Drivers	60	This course offers training in the Federal and state laws that require Drug and Controlled Substances Testing of commercial drivers. Upon Completion the Student Should: Be able to recognize the signs of drug or alcohol abuse or addiction in oneself or in one's friends or co-workers. Know where to find help for alcohol or drug addiction problems. Understand the goals of a Drug-Free Workplace Program and the alcohol and controlled substance requirements covered in Title 49 CFR, part 382. The course should take approximately 60 minutes to complete and is intended for

	Click Level 2	HAZMAT Bill of Lading	85	This course offers training in the use of a Bill Of Lading containing hazardous materials otherwise know as the Haz Mat Bill Of Lading. In this course, you will learn to identify and understand the purpose of Bill of Lading, learn what basic information is required as well as how to complete and verify all information, and learn the responsibilities of the shipper and carrier when they are maintaining the shipping papers. The course should take about 60 minutes to complete, and is intended for Commercial drivers, supervisors and managers who are required to use a Haz Mat Bill of Lading.
	Click Level 2	HAZMAT Transportation Enhanced Security	25	This course covers new requirements and guidelines established for "hazardous materials transportation enhanced security requirements" and, more specifically, those related to security plans and training by the Department of Transportation. This training references applicable DOT requirements and other pertinent information, and is designed for employees engaged in the transportation of hazardous materials.
GENERAL INDUSTRY COURSES				
Click Level 1, 2 & 3 (G) General Industry				Audience: All Employees Length: 20 - 180 Minutes
		Classes	Course Length in Minutes	Course Description
	Click Level 3	Accident Investigation - GI Level III	45	Course discusses basic accident investigation requirements and guidance, why we investigate accidents, what an accident is, and the details of the accident investigation process. This module also briefly reviews crisis management planning. Upon completion, the student should understand what an accident is and be able to identify the different types; know why accident investigations are conducted; be able to identify different causal factors; understand the process of conducting an accident investigation. know how to gather information, know how to develop corrective actions.
	Click Level 3	Alcohol & Substance Abuse for Supervisors	75	This training course is designed to convey information about specific drugs of abuse, including Alcohol, Marijuana, Heroin, Amphetamines, Cocaine, PCP and Predatory drugs. Training objectives: To raise your awareness to the potential problems of drug and alcohol abuse. To educate you on the consequences of substance abuse. To educate you on the signs and symptoms of alcohol abuse and alcoholism. What to do if you think you or a fellow employee has a drug or alcohol problem. Your responsibilities as a supervisor and sources of help and actions to take in the event of suspected
	Click Level 2	Back Injury Prevention and Lifting	30	This course will cover several topics to include what employees should know before moving, handling, and storing materials, the potential hazards, precautions and safe work practices to include recommended lifting techniques. This course is intended for employees, supervisors and managers. References for this course principally comes from the National Institute for Occupational Safety and Health (NIOSH). This course will focus on the OSHA requirements and generally accepted safe work practices for lifting and back injury prevention to include the potential hazards, the precautions and
	Click Level 2	Bloodborne Pathogens	40	This training module is designed for employees who may have incidental contact to Bloodborne Pathogens during their work shift. It is also designed to provide a basic understanding of bloodborne pathogens, the types of bloodborne pathogens generally of concern in the workplace, common modes of their transmission, methods of prevention, steps to take in the event of an exposure and other useful information. Based on OSHA's Bloodborne Pathogen standard found in 29 CFR 1910.1030.
	Click Level 2	Compressed Gas Cylinder Safety Awareness	45	Compressed Gas Cylinder Safety Awareness is intended for workers in all industries that have the potential for exposure to compressed gas cylinders. This module is intended to familiarize the student with two fundamental issues. The first is the basics of compressed gas cylinder safety and the second is the applicable OSHA standards.
	Click Level 2	Electrical Safety and LOTO	60	This course describes the basics of electrical safety and Lock-out/Tag-out for persons working with electrical equipment. This course will introduce electrical safety concepts and definitions (e.g. current, resistance, voltage, conductors, resistors, grounding and bonding, etc.), identify hazardous electrical energy sources, explain electrical hazards, explain the concept of lock-out/tag-out and provide solutions for the control of hazardous electrical energies.
	Click Level 2	Exit Routes, EAP/Fire Prevention Plans	60	This module is intended to familiarize the student with the basics of OSHA's standard covering exit Routes, emergency action plans and Fire Prevention Plans. This course will review just a few of the horrible events that justify the seriousness of the regulating exit routes, and mandating emergency action and fire prevention plans. Course will also familiarize the student with the coverage of the regulation, some common definitions, design and construction requirements, safeguards for exit routes, basics of emergency action and fire prevention plans and more. References for this course
	Click Level 2	Flammable and Combustible Liquids	50	This course will familiarize the student with the basics of OSHA's general industry standard covering Flammable and Combustible Liquids found in 1910.106 of the Code of Federal Regulations (also known as CFR's). Topics cover a history of the problem, commonly used flammable and combustible liquid definitions, classifications, ignition sources and their controls, storage areas and containers, fire control, safe handling and more. Although this course focuses on flammable and combustible liquids as it relates to general industry, the information presented is useful as it applies to construction.
	Click Level 1	G1 1, 3 Butadiene	10	This course briefly introduces 1, 3 Butadiene, covered by Subpart Z 29 CFR 1910.1048 for general industry. This course focuses on identification, routes of and symptoms of exposure, health effects, exposure limits, and exposure controls. This session should take about 10 minutes to complete.
	Click Level 1	G1 13 Carcinogens	15	Carcinogens are agents that can cause cancer. This course briefly introduces the 13 carcinogens that are identified as carcinogens in Subpart Z 29 CFR 1910.1003 for general industry. This course focuses on identification and symptoms of exposure. This session should take about 15 minutes to complete.
	Click Level 1	G1 Acrylonitrile	10	This course briefly introduces Acrylonitrile, covered by Subpart Z 29 CFR 1910.1045 for general industry. This course focuses on identification, routes of and symptoms of exposure, exposure limits, and exposure controls. This session should take about 10 minutes to complete.

Click Level 1	G1 Air Contaminants	20	This course briefly introduces Air Contaminants covered by Subpart Z 29 CFR 1910.1000 for general industry. This course focuses on identification, use of tables Z1, Z2 and Z3 found in Subpart Z, computation formulae and exposure controls. This session should take about 15 minutes to complete.
Click Level 1	G1 Ammonia Awareness R2	20	This course provides training and background information on Ammonia, its chemical and physical properties, its health hazard, first aid and safe work practices, personal protective equipment and additional sources of information and assistance. Approximately 20 minutes.
Click Level 1	G1 Asbestos	10	This course briefly introduces Asbestos as covered by Subpart Z 29 CFR 1910.1001 for general industry. This course focuses on identification, routes of exposure, permissible exposure limits and exposure controls. This session should take about 10 minutes to complete.
Click Level 1	G1 BBP Awareness R2	20	This course provides training and background information on OSHA's Bloodborne Pathogens standard which prescribes safeguards to protect workers against the health hazards from exposure to blood and other potentially infectious materials, and to reduce their risk from this exposure. OSHA believes that implementation of its standard not only will prevent hepatitis B cases, but also will significantly reduce the risk of workers contracting AIDS, Hepatitis C, or other Bloodborne diseases. 20 Minutes
Click Level 1	G1 Benzene	15	This course briefly introduces Benzene as covered by Subpart Z 29 CFR 1910.1028 for general industry. This course focuses on identification, routes of exposure, symptoms of exposure, permissible exposure limits and exposure controls. This session should take about 10 minutes to complete.
Click Level 1	G1 Bloodborne Pathogens	10	This course briefly introduces Bloodborne pathogens as covered by Subpart Z 29 CFR 1910.1030 for general industry. This course focuses on the three human diseases caused by Bloodborne pathogens, the four basic control measures, and other requirements, such as post exposure follow-up, labels and signs, information and training and recordkeeping. This session should take about 10 - 15 minutes to complete.
Click Level 1	G1 Cadmium	10	This course briefly introduces Cadmium as covered by Subpart Z 29 CFR 1910.1027 for general industry. This course focuses on the two primary routes of exposure, the symptoms of acute and chronic exposure, the OSHA Permissible Exposure Limit and the Action Level for cadmium and the three primary recommended exposure controls. This session should take about 10 - 15 minutes to complete.
Click Level 1	G1 Chlorine Awareness R2	20	This course provides awareness training and background information on Chlorine. The objective of this training module is to familiarize the student with the basic safety and health awareness surrounding the chemical called Chlorine. This course will also familiarize the student with the OSHA requirements for chlorine and present recognized safe work practices in a general nature. 20 Minutes.
Click Level 4	G1 Coke Oven Emissions	10	This course briefly introduces Coke Oven Emissions as covered by Subpart Z 29 CFR 1910.1029 for general industry. This course focuses on the primary routes of exposure, the primary health hazards, the OSHA Permissible Exposure Limit and the primary recommended exposure controls. This session should take about 10 minutes to complete.
Click Level 1	G1 Confined Spaces Awareness R2	30	This course provides awareness training and background information on Confined Spaces. The objective of this module is to familiarize you with the basics of OSHA's confined space regulation and with the basics of how to recognize, evaluate, and control confined space hazards. 30 Minutes.
Click Level 1	G1 Cotton Dust	10	This course briefly introduces Cotton Dust as covered by Subpart Z 29 CFR 1910.1043 for general industry. This course focuses on the primary routes of exposure, the primary health hazard, the OSHA Permissible Exposure Limit and Action Level, and the primary recommended exposure controls. This session should take about 10 minutes to complete.
Click Level 1	G1 DBCP	10	This course briefly introduces DBCP as covered by Subpart Z 29 CFR 1910.1044 for general industry. This course focuses on the primary routes of exposure, the primary health hazards, the OSHA Permissible Exposure Limit and the recommended exposure controls. This session should take about 10 minutes to complete.
Click Level 1	G1 DOT Markings	5	This course briefly introduces DOT Markings, Placards and Labels as covered by Subpart Z 29 CFR 1910.1201 for general industry. This course focuses on the requirements of the 5 paragraphs contained in the standard. This session should take about 5 minutes to complete.
Click Level 1	G1 Emergency Action Planning Awareness R2	10	This course provides awareness training and background information on Emergency Action Planning. During this session, we'll be covering training for on-site emergency response: plans, alarms, hazards, knowing your role, emergency equipment, and OSHA requirements. 10 minutes.

Click Level 1	G1 Ethylene Oxide	10	This course briefly introduces Ethylene Oxide as covered by Subpart Z 29 CFR 1910.1047 for general industry. This course focuses on the primary routes of exposure, the symptoms of exposure, the OSHA Permissible Exposure Limit and Action Level and the recommended exposure controls. This session should take about 10 minutes to complete.
Click Level 1	G1 Formaldehyde	10	This course briefly introduces Formaldehyde as covered by Subpart Z 29 CFR 1910.1048 for general industry. This course focuses on the primary routes of exposure, the symptoms of exposure, the OSHA Permissible Exposure Limit and Action Level and STEL, and the recommended exposure controls. This session should take about 10 minutes to complete.
Click Level 1	G1 Hazard Communication	10	This course briefly introduces Hazard Communication as covered by Subpart Z 29 CFR 1910.1200 for general industry. This course focuses on what hazard communication is and who is covered, the responsibilities of chemical manufacturers, importers, distributors and employers, the requirements for a written Hazcom program, labeling requirements, MSDS and Hazcom training requirements. This session should take about 10 – 15 minutes to complete.
Click Level 1	G1 Hazard Communication Awareness R2	20	This course provides awareness training and background information on hazard communication. This training module provides basic information on OSHA's Hazard Communication standard as specified in Title 29 in the Code of Federal Regulations, Part 1910.1200. To fully meet the training requirements for OSHA's Hazard Communication standard, employers must include and employees must know information specific to the worksite. 20 minutes.
Click Level 1	G1 Hazardous Chemicals in Laboratories	10	This course briefly introduces Hazardous Chemicals in Laboratories as covered by Subpart Z 29 CFR 1910.1450 for general industry. This course focuses on requirements for exposure monitoring, chemical hygiene plan (CHP), information and training, medical surveillance, requirements for labels and MSDSs, respirators and recordkeeping. This session should take about 10 – 15 minutes to complete.
Click Level 1	G1 Hexavalent Chromium Awareness R2	15	This course provides awareness training and background information on Hexavalent Chromium Awareness. The objective of this course is to provide basic and fundamental safety and health information concerning hexavalent chromium uses, hazards, and new regulatory requirements. 15 minutes.
Click Level 1	G1 Housekeeping Awareness R2	20	This course provides awareness training and background information on Housekeeping. The objective of this training module is to familiarize the student with the requirements for housekeeping in the workplace, housekeeping safe work practices and tips for a cleaner and safer workplace. 20 Minutes.
Click Level 1	G1 Industrial Hygiene Awareness R2	15	This course provides awareness training and background information on Hygiene Awareness. The objective of this module is to provide the student with a fundamental awareness of what the science and art of industrial hygiene is and a background of what an industrial hygienist may do as part of their work. 15 Minutes.
Click Level 1	G1 Inorganic Arsenic	10	This course briefly introduces Inorganic Arsenic as covered by Subpart Z 29 CFR 1910.1018 for general industry. This course focuses on the primary routes of exposure, the symptoms of acute and chronic exposure, the OSHA permissible exposure limit and action level for inorganic arsenic and the two recommended exposure controls. This session should take about 10 – 15 minutes to complete.
Click Level 1	G1 Ionizing Radiation	20	This course briefly introduces Ionizing Radiation as covered by Subpart Z 29 CFR 1910.1096 for general industry. This course focuses on the properties and health effects, the four routes of exposure, the effects of both chronic and acute exposure and requirements for signs, labels and signals of ionizing radiation. This session should take about 20 minutes to complete.
Click Level 1	G1 Lead	10	This course briefly introduces Ionizing Radiation as covered by Subpart Z 29 CFR 1910.1025 for general industry. This course focuses on the major health risk of overexposure to lead, the permissible exposure limit, the need for exposure monitoring, personal protective clothing and equipment. Also discussed is the need for medical surveillance, medical removal protection, information and training, signs, recordkeeping requirements and the right to observe monitoring. This session should take about 10 – 15 minutes to complete.
Click Level 1	G1 Methylene Chloride	15	This course briefly introduces Methylene Chloride as covered by Subpart Z 29 CFR 1910.1052 for general industry. This course focuses on properties and primary use, the two primary routes of exposure, the symptoms of acute and chronic exposure, the two specific OSHA exposure limits for methylene chloride and the primary recommended exposure controls. In addition, housekeeping and hygiene requirements, use, handling and storage precautions, medical requirements, and monitoring and measurement procedures are covered. This session should take about 15 minutes to complete.
Click Level 1	G1 Methylenedianiline MDA	15	This course briefly introduces 4,4' Methylenedianiline (MDA) as covered by Subpart Z 29 CFR 1910.1050 for general industry. This course focuses on the properties and health effects, the three primary routes of exposure, the effects of both chronic and acute exposure, the permissible exposure limit and action level and other requirements such as exposure monitoring, medical surveillance and hygiene facilities, and the three basic control measures. This session should take about 15 minutes to complete.
Click Level 1	G1 Portable Fire Extinguishers	10	This training course entitled "Portable Fire Extinguishers," discusses the three elements of the fire triangle, how an extinguisher works, the five fire classifications based on type of fuel involved, the four activities involved in using the PASS method of PFE use and the six steps in PFE inspection. Approximately 10 minutes.

Click Level 1	G1 Respiratory Protection Awareness R2	20	This course provides awareness training and background information on Respiratory Protection. The objective of this training module is to familiarize the student with the basics of respiratory protection, the basic requirements for respirators in the workplace, respirator safe work practices, tips / links and additional sources of information relative to respiratory protection. Additionally this course is an awareness level course only. Additional general and site specific training is required for wearers of respiratory protection in the workplace. <u>25 Minutes</u>
Click Level 1	G1 Vinyl Chloride	10	This course briefly introduces Vinyl Chloride as covered by Subpart Z 29 CFR 1910.1017 for general industry. This course focuses on the properties and primary uses, the primary route of exposure, the symptoms of acute and chronic exposure, the OSHA permissible exposure limit and action level for vinyl chloride and the three recommended exposure controls. The student should also be aware of the requirements for exposure monitoring, training, spillage and storage. This session should take about 10 minutes to complete.
Click Level 1	G1 Worker Right to Know	10	This course briefly introduces Access to Employee Exposure and Medical Records, known as "Worker Right to Know", as covered by Subpart Z 29 CFR 1910.1020 for general industry. This course focuses on which employers are covered, what the access rules are, and what the recordkeeping and retention requirements are. Trade secrets are also addressed by the standard. This session should take about 10 minutes to complete.
Click Level 2	G2 100 Questions on Electrical Safety	180	This course is based on the text written by industry expert and chairman of the NFPA 70E committee, Ray A. Jones and is published with permission from Jones and Bartlett Publishers. It is intended as an essential guide for electricians needing quick, expert advice on the most critical workplace safety issues. As you might expect, this course asks and answers 100 basic questions on electrical safety. The 100 questions are based on the author's many years of experience with industry safety standards and with developing electrical safety programs. <u>The clear and in-depth answers cover a</u>
Click Level 2	G2 Subpart Z Toxic and Hazardous Substances	285	This course covers 24 substances and areas of concern identified in 29 CFR 1910 Subpart Z as being toxic or hazardous. These subjects include: Air contaminants, asbestos, 13 carcinogens, vinyl chloride, inorganic arsenic, worker right to know (Access to exposure and medical records), lead, chromium VI, cadmium, benzene, coke oven emissions, bloodborne pathogens, cotton dust, DBCP, acrylonitrile, ethylene oxide, formaldehyde, MDA, 1, 3 butadiene, methylene chloride, ionizing radiation, <u>hazard communication, retention of DOT markings, and hazardous chemicals in</u>
Click Level 2	Hazard Communication	45	Hazard Communication - This course offers training on the basics of OSHA's Hazard Communication Standard (HCS). Elements include: the components of a Hazcom program; hazardous chemicals and their properties; parties responsible for implementing Hazcom; and the employee's right to access information, training, and protection. Course references California specific issues: Substances covered by Hazcom and requirements under proposition 65
Click Level 2	Hexavalent Chromium	25	The objective of this course is to provide basic and fundamental safety and health information concerning hexavalent chromium uses, hazards, and new regulatory requirements. The intended audience includes employees, supervisors, safety and health officers and others with the potential for exposure or management of operations concerning hexavalent chromium. The course includes an introduction and background of Hexavalent Chromium, a discussion of the health hazards associated with this <u>metal, information on the 2006 OSHA standard and focus on some of the highlights of</u>
Click Level 2	Introduction to OSHA	95	The objective of this course is to familiarize you with the basics of the Occupational Safety and Health Act and the Occupational Safety and Health Administration, referred to as OSHA. This course is intended for employees, Supervisors, Managers and others having interest in OSHA and OSHA compliance. The principal reference for this course is 29 CFR 1910, the general industry safety and health standards.
Click Level 2	Job Hazard Analysis	30	This course defines what a hazard is, what a job hazard analysis is and why it is important, and provides a fairly detailed process of how to conduct a job hazard analysis (JHA). Examples of JHAs are presented and sample forms are provided for download. This course has been designed for the training of employees and supervisors. Upon completion, the student should know what a hazard is, understand what a Job Hazard Analysis (JHA) is, know why a JHA is important, know how to <u>conduct a JHA, be able to identify several common hazards, be able to identify several</u>
Click Level 2	Ladder Safety Training	45	The objectives of this course are to provide you with training and information on ladder hazards, selection, types, proper use, maintenance, and performing inspections. This training applies to the Occupational Safety and Health Administration's (OSHA) Regulation 29 CFR 1910.25, 1910.26, 1910.27
Click Level 2	Machine Guarding	60	This module is intended to familiarize the student with the basics of OSHA's standard covering Machine Guarding found in 29 CFR 1910, Subpart O. This standard applies to nearly all workplaces in general industry. The course reviews the causes of machine accidents, where mechanical hazards occur, points of operations, requirements for safeguards, the types of safeguards and more. Also, this course will familiarize the student with the coverage of the regulation, common definitions, design <u>and construction requirements. Estimated length: 1 hour. References for this course</u>
Click Level 2	Materials Handling and Storage, General Industry	50	This course will cover several topics to include what employees should know before moving, handling, and storing materials, the potential hazards, precautions and safe work practices to include recommended lifting techniques. This course is intended for employees, supervisors and managers. Regulatory references for this course principally is OSHA's, 29 CFR, 1910.176 "Materials Handling and Storage". This course will focus on the OSHA requirements and generally accepted safe work <u>practices for the handling and storing of materials, equipment, and containers to</u>
Click Level 2	Noise and Hearing Conservation	20	This Course covers exposure to, control of, and protection from excessive worksite noise. The course is intended for Employees, Supervisors, and other personnel with exposure to or management of noise and hearing conservation in the workplace. References: 29 CFR 1910.95 (General Industry), 29CFR 1926.
Click Level 2	Personal Protective Equipment	50	This module covers the various types of personal protective equipment (PPE) commonly used in general industry and other workplaces such as construction, maritime, agriculture and others. Module also covers the basics of PPE selection, use, maintenance, inspection, and storage. The various types of PPE included in this course include: head protection, eye and face protection, hand and arm protection, leg and foot protection, hearing protection, respiratory protection, whole body protection <u>(to include the Levels of Protection against hazardous substances as specified by</u>

	Click Level 2	Walking and Working Surfaces	30	In this course we cover some of the hazards associated with walking and working surfaces and general requirements for: Housekeeping , Aisles and Passageways, Covers and Guardrails, and Floor Loading Protection. We also cover the guarding of floor and wall openings and floors and the topics of: Definitions, Protection for Floor Openings, Protection of Open-Sided Floors, Platforms, and Runways, Stairway Railings and Guards. Also, we will review the requirements for fixed industrial stairs, <u>scaffolding, manually propelled mobile ladder stands and scaffolds, towers and other</u>
	Click Level 2	Workplace Violence	25	This course provides practical information for preventing workplace violence and properly responding to threats, abuse and other violent behavior. Course topics discussed include: define and recognize workplace violence, review workplace violence prevention policy, identify risk factors associated with workplace violence, examine warning signs of workplace violence, apply preventative measures, learn techniques for responding to violence, review the General Duty Clause and OSHA's <u>workplace violence recommendations. Approximately 60 minutes.</u>
CAL/OSHA SPECIFIC COURSES				
				Audience: All Employees working in CA
				Length: 15 – 75 Minutes
			Course Length in Minutes	
		Classes		Course Description
	Click Level 2	Cal Concrete and Masonry	60	This course covers Cal/OSHA's requirements for Concrete and Masonry Construction and reviews requirements to protect construction workers from premature removal of formwork, the failure to brace masonry walls, the failure to support pre-cast panels, the inadvertent operation of equipment and the failure to guard reinforcing steel. It also covers health hazards and control information including skin, eye and inhalation hazards and associated protective measures.
	Click Level 2	Cal Confined Spaces for Construction	45	This course is designed to convey the requirements for confined space entry operations covered by CAL/OSHA Safety Orders for Construction, agriculture, marine terminal, telecommunication manholes and un-vented vaults, grain handling facilities, natural gas utility operation within distribution and transmission facility vaults, and electric utility operations within underground vaults. This course focuses on the requirements found in Title 8 section 5158 of the General Industry safety orders. <u>By definition, the provisions of section 5158 apply to the listed industries.</u>
	Click Level 2	Cal Crane Safety Basics	50	This course covers basic safety-related elements of crane operation. Special attention is paid to Cal/OSHA regulations, types of cranes, load charts, inspections and certifications.
		Cal Electrical Awareness	15	This course focuses on basic concepts of electrical safety—on how and why shock occurs, and on basic techniques for preventing it, including insulation, guarding, grounding, and ground fault circuit interrupters.
	Click Level 2	Cal Electrical Hazard Recognition/Control	45	This training module provides practical information on the recognition and control of electrical hazards found in the construction industry. It is designed to supplement other formal presentations on electrical safety and electrical safety standards. It is designed for construction workers, supervisors and managers. Cal/OSHA references.
	Click Level 2	Cal Electrical Hazards	30	This course focuses on specific types of job site electrical hazards, and on protective devices and practices in the context of electrical safety. Cal/OSHA references.
	Click Level 2	Cal Fall Protection	40	This course offers supervisory-level training in identifying and protecting against fall hazards in the workplace. Course is based on Cal OSHA safety orders.
	Click Level 1	Cal Fall Protection Awareness	15	Every employer should have a written fall protection plan specific to any job site with fall hazards. This introductory course focuses on two kinds of fall protection - fall arrest and fall restraint systems - as well as equipment (body harness, lanyard, anchorage points) and competent person requirements. Course is based on Cal OSHA safety orders.
	Click Level 2	Cal Fire Prevention	60	This covers fire preparedness and emergency response; special attention is devoted to anticipating, recognizing and controlling the conditions that create a greater risk of fire. Course is based on Cal OSHA safety orders.
	Click Level 1	Cal Fire Prevention Awareness	15	Basic fire prevention techniques are addressed in this course. How to assess fire risks, control of small fires, and the proper use of fire extinguishers are covered in detail. Knowing when and how to call for help, and evacuation procedures are included in this course as well. Course is based on Cal OSHA safety orders.
	Click Level 4	Cal Flagger	30	This course is designed for the flagger who wishes to obtain California flagger certification, but can also be useful as a refresher or for providing general knowledge to anyone associated with the flagging responsibility. Certification will require a practical demonstration of skills. The student will receive instruction on how to identify the appropriate tools for routine and emergency flagging, demonstrate the requirements for flagger stations, indicate the basic elements of a traffic control work zone, be able to use a stop/slow paddle and emergency flag properly, demonstrate universal hand

Click Level 2	Cal Ground Fault Protection	30	This module covers the two basic methods for employing ground fault protection in construction. We will describe the function use and application of ground fault circuit interrupters or GFCI's and assured equipment grounding conductor programs or AEG or AEGCP, how they work and requirements for each. Course is based on Cal OSHA safety orders.
Click Level 2	Cal Hand and Power Tools	60	This course, designed for supervisors and other employees that use hand and power tools and focuses on hazards, safe work practices and guarding associated with mechanical tools.
Click Level 2	Cal Hazard Communication R2	25	C2 Cal Hazard Communication
Click Level 2	Cal HAZCOM	25	Hazard Communication - This course offers training on the basics of OSHA's Hazard Communication Standard (HCS). Elements include: the components of a Hazcom program; hazardous chemicals and their properties; parties responsible for implementing Hazcom; and the employee's right to access information, training, and protection. Course is based on Cal OSHA safety orders. Substances covered by Hazcom and requirements under proposition 65.
Click Level 1	Cal IIPP	15	The objective of this Course is to instruct you about the basic requirements of the Cal-OSHA injury and illness prevention program or IIPP. The course should take about 15 minutes and is intended for Workers, Supervisors and Managers. References include Title 8, California Code of Regulations, Sections 3203, for General Industry, and 1509, for Construction, and the User's Guide to Cal/OSHA which can be found at www.dir.ca.gov
Click Level 2	Cal Materials Handling	45	This course covers Cal OSHA requirements for the safe handling of building materials, equipment, and containers. Primarily, it covers the safe use and maintenance of rigging equipment, and proper disposal methods for debris and other construction related waste materials according to Cal OSHA regulations. In addition, this course also addresses safe mechanical and manual materials handling, as well as both hand and power tools and equipment for materials handling. Course is based on Cal OSHA safety orders
Click Level 1	Cal Personal Protective Equipment Awareness	25	An introduction to basic and essential worksite PPE, including hard hats and their classifications, protective eyewear, hearing protection, and protective gloves, footwear, and clothing. Course is based on Cal OSHA safety orders.
Click Level 2	Cal Personal Protective Equipment R2	75	This module covers the various types of common personal protective equipment (PPE) to include its selection, use, maintenance, inspection, and storage. The various types of PPE included in this course include: head protection, eye and face protection, hand and arm protection, leg and foot protection, and whole body protection (to include the Levels of Protection for protection against hazardous waste and substances as specified by OSHA). Audience: Employees, supervisors and managers who use, select, maintain, and inspect PPE
Click Level 2	Cal PPE	75	This module covers the various types of common and specialized personal protective equipment (PPE) to include its selection, use, maintenance, inspection, and storage. The various types of PPE included in this course include: head protection, eye and face protection, hand and arm protection, leg and foot protection, and whole body protection (to include the Levels of Protection for protection against hazardous waste and substances as specified by Cal OSHA). Also covered is hearing protection, respiratory protection, fall protection, high visibility apparel and drowning protection. Audience:
Click Level 2	Cal Practical Trenching	60	This module will cover some basic practical applications of the requirements found in subpart P, of the safety and health regulations for construction, 29 CFR 1926. Special emphasis and practical exercises relating to appendices B, C and D of the subpart will be presented to convey the requirements of the regulation as it relates to sloping, benching, shoring and alternative protective methods for trenching and excavations. Interpretation and use of the shoring tables will be discussed. The module should take about 60 minutes to complete
Click Level 2	Cal Scaffold Erection	30	This course focuses on the basic principles involved in scaffold erection, disassembly, inspection, safe access, and qualified person requirements. Also explained are the Cal OSHA permit requirements for scaffolds. This course is not intended to present every detail in the standards. Course is based on Title 8 CCR 1635.1-1667.
Click Level 1	Cal Scaffold Safety Awareness	15	Working from a scaffold presents clear and present hazards. This course covers worker training, scaffold pre-use inspection, and general safety principles. Rolling, suspended, and ladder jack scaffolds are also discussed. Course is based on Cal OSHA safety orders.
Click Level 2	Cal Scaffold Use	30	This course focuses on the basic principles involved in the proper use of rolling scaffolds, scissor lifts, and supported scaffolds. Special attention is paid to the causes of scaffold accidents and ways to prevent them. Course references specific Cal OSHA requirements for scaffolds, fall protection trigger heights, tying/guying, etc., and is based on the Cal OSHA requirements for scaffolds, Title 8 CCR 1635.1-1667.
Click Level 2	Cal Stairs and Ladders	45	This course offers training in safe and effective use of stairways and ladders in accordance with the Cal OSHA Standards. The course covers key terms and definitions, temporary stairs, ladder types, safe ladder use, inspection and straight, step and fixed ladders.

Click Level 2	Cal Trenching and Excavation	30	This course offers supervisory-level trenching and excavation training: Cal OSHA safety orders, soil classification and protective systems, and installing or removing equipment and materials. Course references specific Cal OSHA requirement for excavation permits.
Click Level 1	Cal/OSHA for Construction	30	This course reviews the basics of the Cal-OSHA organization, and comparisons to Federal OSHA. The course reviews some of the similarities and differences of the two agencies and requirements specific to several construction safety and health standards to include: ergonomics, fall protection, hazard communication and others. Identifies the major permits required when doing construction work in California, not required by Federal requirements.
Click Level 2	Cal/OSHA Heat Illness Prevention	30	Cal/OSHA Heat Illness Prevention. Heat Illness Prevention and Heat Stress is intended for workers in all industries that have the potential for exposure to heat illness and heat stress. This course is intended to familiarize the student with the basics of the Cal OSHA standard covering Heat Illness Prevention found in Section 3395 of Title 8, California Code of Regulations. This standard applies equally to all work outdoors in conditions that induce heat stress and heat illness. It will also familiarize the student with the basics of heat stress awareness, symptoms, illnesses, preventive measures.
Click Level 2	Cal/OSHA, An Introduction	30	The objective of this course is to define the scope of Cal OSHA and its importance for construction workers. Specific topics include employer and employee rights and responsibilities; general safety and health provisions; workplace inspections, citations, and variances; appeals; access to employee exposure and medical records, reporting and record keeping.
Click Level 2	G2 Cal/OSHA Heat Illness R2	30	G2 Cal/OSHA Heat Illness. Heat Illness Prevention is intended for workers in all industries that have the potential for exposure to heat illness and heat stress. This course is intended to familiarize the student with the basics of Cal OSHA's standard covering Heat Illness Prevention found in Section 3395 of Title 8, California Code of Regulations. This standard applies equally to all work outdoors in conditions that induce heat stress and heat illness. It will also familiarize the student with the basics of heat stress awareness, symptoms, illnesses, preventive measures, and medical

CANADIAN SPECIFIC COURSES

Click Level 1 & 2		Audience: All Employees working in Canada	
Canada		Length: 15 – 60 Minutes	
	Classes	Course Length in Minutes	Course Description
Click Level 2	Canada - Crane Safety	45	Basic safety-related elements of crane operation. The course reviews OSHA Regulations, types of cranes, load charts, inspections and certifications. Course references specific Occupational Health and Safety requirements ("Green Book," Ministry of Labor, Ontario). 45 minutes.
Click Level 2	Canada - Defensive Driving	45	This course offers extended training in driving defensively. It focuses on critical driver safety issues and methods of controlling the hazards behind most accidents. Course content includes preparation, seat belts and air bags, the good driver defined, the cushion of safety, intersections, backing safety, aggressive driving, cell phones and other distractions, drugs and alcohol, fatigue, winter driving and other issues. Provides Canadian accident statistics.
Click Level 2	Canada - Ergonomics	45	This course focuses on ergonomic injury and illness awareness in the field and in the office. It focuses is on preventing recognizing, evaluating and mitigating muscular skeletal job-related medical disorders – with causes that may escape notice – especially those brought about by repetitive motions, awkward postures, excessive force and back strain. Canadian terminology.
Click Level 2	Canada - Excavations	25	This course offers supervisory-level trenching and excavation training, soil classification and protective systems, and installing or removing equipment and materials. Course references specific Occupational Health and Safety requirements ("Green Book," Ministry of Labor, Ontario). 25 minutes.
Click Level 2	Canada - Fire Prevention	60	This covers fire preparedness and emergency response; special attention is devoted to anticipating, recognizing and controlling the conditions that create a greater risk of fire. Course references specific Cal OSHA requirements for sizes and lengths of hoses used for fire prevention. References for this course include various sections of the Health and Safety Act and Regulations, otherwise known as the Green Book.
Click Level 1	Canada - General Housekeeping	15	General Housekeeping, defined as the removal of any hazards, material, or equipment that prevents workers from doing their job safely or that otherwise poses a danger, good housekeeping involves various engineering controls, work practices, and flagging and barricade measures.
Click Level 2	Canada - Office Safety	30	This employee and supervisory level course examines hazards in the office. It focuses on both the obvious causes of injury – lifting and carrying practices – and those associated with repetitive or prolonged activities such as computer use. References for this course include various sections of the Health and Safety Act and Regulations, otherwise known as the Green Book.
Click Level 1	Canada - Personal Protective Equipment	20	An introduction to basic and essential worksite PPE, including hard hats and their classifications, protective eyewear, hearing protection, and protective gloves, footwear, and clothing, referenced to OH&S Act and CSA standards.

HUMAN RESOURCE COURSES

Click Level 2 & 3 (G)		Audience: All Employees	
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	Classes	Course Length in Minutes	Course Description
Click Level 2	Sexual Harassment for California Employees	60	Course consists of one module, which describes the basics of sexual harassment in the workplace and is designed to provide the student with a clear understanding of acceptable workplace behavior. It includes several interactive scenarios of actual workplace sexual harassment situations and several graded exams. It is designed for all employees. Estimated Length: 60 minutes.
Click Level 3	Sexual Harassment for California Managers	180	This course consists of three modules and is designed to comply with the requirements of California AB 1825: Module One - Sexual Harassment: This module describes the basics of sexual harassment in the workplace and is designed to provide the student with a clear understanding of acceptable workplace behavior. It is the same module as that presented in the G2 Sexual Harassment course for employees. Module Two - Preventing Sexual Harassment: This module covers: what to do when you see workplace signs of sexual harassment; how to make people feel comfortable talking
Click Level 2	Sexual Harassment Non California Employees	60	Course consists of one module, which describes the basics of sexual harassment in the workplace and is designed to provide the student with a clear understanding of acceptable workplace behavior. It includes several interactive scenarios of actual workplace sexual harassment situations and several graded exams. It is designed for all employees. Approximately 60 minutes.
Click Level 3	Sexual Harassment Non California Managers	180	Course consists of three modules. Module one, Sexual Harassment, describes the basics of sexual harassment in the workplace and is designed to provide the student with a clear understanding of acceptable workplace behavior. It is the same module as that presented in the G2 Sexual Harassment course for employees. Module two, Preventing Sexual Harassment, covers: What to do when you see workplace signs of sexual harassment, how to make people feel comfortable talking about harassment, and how to be on the look out for the symptoms of harassment. In this module you will