



TOPS in EMERGENCY RESPONSE, Inc.

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TRAINING COURSE CATALOG

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GENERAL COURSE ATTRIBUTES AND PHILOSOPHY

All TOPS in EMERGENCY RESPONSE, Inc. courses meet requirements set forth in Federal and State requirements as referenced. Some courses are of a specified length. Other courses are flexible based on hazards of the work place, therefore some programs specify a typical course length with some variability.

Courses may be offered in a variety of flexible scheduling options including consecutive days, one day per week, days longer than eight hours, nights, and weekends. If you want it we can probably do it.

Course topics are split between classroom and hands-on practice. Classroom topics typically are “stand-up” lecture format with appropriate visual aids such as computer projected presentation graphics imaging (Power Point ®) and DVDs. Each topic presentation follows a schedule provided at the outset of class and references a topic in course manual. Courseware includes a customized training manual for each student. Manuals can be provided hardcopy, however, electronic distribution is also available. This helps to minimize your expenses, but also helps to protect the environment.

A single topic will accompany each lesson. Each topic follows the “objective based training format” meaning that objectives will be stated up-front, the text will support each topic, and study questions based on the objectives/text will follow each topic. Courseware is available in a generic format covering regulations fully or the programs can be customized for specific companies.

Most programs includes classroom and practical “hands-on” exercises, which help the adult learner fully appreciate and absorb the training material presented. These “practicals” include usage of supplies and equipment, walk-throughs of facilities, table-top exercises, and game show style interactive course review. Our programs emphasize practical skills your employees need.

Upon successful completion of the program by each student, they will receive a TOPS in EMERGENCY RESPONSE certificate. Many programs also include wallet cards indicating course completion for field use. Copies of all sign-in sheets, rosters, and other records will be provided to you for your required records.

Several of our courses are pre-qualified for Technical Contact Hours (TCHs) for Licensed Water Treatment Operators, both water and wastewater, under the safety category. These courses are identified on each descriptive page.

Our programs are virtually “turnkey.” We include all materials such as course manuals, sign-in sheets, general class materials, demonstration material, use of DVDs, use of computer with DVD playing capability, use of Power Point presentation file, use of computer projector, use of projector screen, use of equipment, exercise supplies (consumables). Typically, the only thing you provide are the students and the location. We can even arrange a place!

Review this course catalog. Note that this does **NOT** represent every course offering. We can customize just about any emergency response or health and safety related program.

HAZWOPER (b-o) – 40 hour

Course Length: 40 hours

Requirement: 29 CFR 1910.120

Target Audience: Hazardous Waste Site Workers and Treatment Storage Disposal Facility Workers

Prerequisites: None

Description: Meets requirements for the “standard” hazardous waste-site worker under paragraphs b-o of the Hazardous Waste Operations and Emergency Response (HAZWOPER) standard. Program includes classroom and practical exercises typically offered over five full eight-hour days. Options for four ten-hour days or three 13.5-hour days are possible. Courseware will include generic review of OSHA regulations and coverage of all Hazwoper required topics with an emphasis on practical skills utilized in environmental remediation projects. Specific topics covered include OSHA Regulatory Review, Chemical, Physical, and Toxicological Properties of Hazardous Materials, Air Monitoring and Site Assessment, Respiratory Protection, Personal Protective Equipment, Personnel Decontamination, Health and Safety Plans, and Response Procedures. Program may include table-top exercises such as SDS and sources of information gathering and emergency response planning. Possible practical exercises include usage of personal protective equipment, set-up of personnel decontamination stations, usage of air monitoring equipment (air lab), and site remediation measures. Course includes a written test and demonstration of competency.

Additional Information: Programs can include access to a spill response trailer, which includes hard supplies for establishing a decontamination station, support conduct of site remediation equipment/supply drills, and re-usable personal protective equipment, including dress-out/exercise supplies (consumables).

New Jersey Licensed Water and Waste Water Treatment Operator CEUs/TCHs available for this program.

HAZWOPER (b-o) – 24 hour

Course Length: 24 hours

Requirement: 29 CFR 1910.120

Target Audience: Limited Exposure Hazardous Waste Site Workers and Limited Exposure Treatment Storage Disposal Facility Workers

Prerequisites: None

Description: Meets requirements for limited exposure hazardous waste-site worker under paragraphs b-o of the Hazardous Waste Operations and Emergency Response (HAZWOPER) standard. Program includes classroom and practical exercises typically offered over three full eight-hour days. Option for two twelve-hour days possible. Courseware will include generic review of OSHA regulations and coverage of all Hazwoper required topics with an emphasis on practical skills utilized in environmental remediation projects. Specific topics covered include OSHA Regulatory Review, Chemical, Physical, and Toxicological Properties of Hazardous Materials, Air Monitoring and Site Assessment, Respiratory Protection, Personal Protective Equipment, Personnel Decontamination, Health and Safety Plans, and Response Procedures. Program may include table-top exercises such as SDS and sources of information gathering and emergency response planning. Possible practical exercises include usage of personal protective equipment, set-up of personnel decontamination stations, usage of air monitoring equipment (air lab), and site remediation measures. Course includes a written test and demonstration of competency.

Additional Information: Programs can include access to a spill response trailer, which includes hard supplies for establishing a decontamination station, support conduct of site remediation equipment/supply drills, and re-usable personal protective equipment, including dress-out/exercise supplies (consumables).

New Jersey Licensed Water and Waste Water Treatment Operator CEUs/TCHs available for this program.

HAZWOPER (b-o) – 8 hour Annual Refresher

Course Length: 8 hours

Requirement: 29 CFR 1910.120

Target Audience: Hazardous Waste Site Workers and Treatment Storage Disposal Facility Workers

Prerequisites: Hazwoper (b-o) 24 or 40 hour Training

Description: Meets requirements for annual refresher for hazardous waste-site worker under paragraphs b-o of the Hazardous Waste Operations and Emergency Response (HAZWOPER) standard. Program includes classroom and practical exercises typically offered over a single full eight-hour day. Courseware will include generic review of OSHA regulations and coverage of all Hazwoper required topics with an emphasis on practical skills utilized in environmental remediation projects. Specific topics covered include OSHA Regulatory Review, Chemical, Physical, and Toxicological Properties of Hazardous Materials, Air Monitoring and Site Assessment, Respiratory Protection, Personal Protective Equipment, Personnel Decontamination, Health and Safety Plans, and Response Procedures. Program may include table-top exercises such as SDS and sources of information gathering and emergency response planning. Possible practical exercises include usage of personal protective equipment, set-up of personnel decontamination stations, usage of air monitoring equipment (air lab), and site remediation measures.

Additional Information: Programs can include access to a spill response trailer, which includes hard supplies for establishing a decontamination station, support conduct of site remediation equipment/supply drills, and re-usable personal protective equipment, including dress-out/exercise supplies (consumables).

New Jersey Licensed Water and Waste Water Treatment Operator CEUs/TCHs available for this program.

HAZWOPER (q) – Level I Awareness

Typical Course Length: 2 to 4 hours

Requirement: 29 CFR 1910.120

Target Audience: Personnel Who Might Discover a Spill or Release and are Required to Make Notifications.

Description: Meets requirements for Level I Awareness under paragraph q of the Hazardous Waste Operations and Emergency Response (HAZWOPER) standard. Program includes primarily classroom lecture. Courseware will include generic review of OSHA regulations with emphasis on identification and recognition of a hazardous materials spill, isolation and evacuation procedures, and company-specific notification procedures. The concept of an incidental release is also covered in this program. Specific topics covered include OSHA Regulatory Review, Basic Chemical, Physical, and Toxicological Properties of Hazardous Materials, Safety Data Sheets (SDSs), Introduction to Personal Protective Equipment, and Incident Release Procedures. Program may include table-top exercises such as SDS and sources of information gathering.

Additional Information:

HAZWOPER (q) – Level II Operations

Course Length: 8 hours

Requirement: 29 CFR 1910.120

Target Audience: Emergency Response Personnel Who Respond Defensively to a Spill or Release.

Prerequisites: None

Description: Meets requirements for Level II Operations under paragraph q of the Hazardous Waste Operations and Emergency Response (HAZWOPER) standard. Program includes classroom and practical exercises typically offered over a full eight-hour day. Courseware will include generic review of OSHA regulations and coverage of all Hazwoper required topics with an emphasis on defensive response actions and practical skills utilized in emergency response. Specific topics covered include OSHA Regulatory Review, Chemical, Physical, and Toxicological Properties of Hazardous Materials, Introduction to Personal Protective Equipment/Decontamination/Air Monitoring, Incident Command, Emergency Response Plans, and Hands-off Containment, Confinement, and Control Procedures. Program may include table-top exercises such as SDS and sources of information gathering and emergency response planning. Possible practical exercises include practice with defensive response measures. Course includes a written test and demonstration of competency.

Additional Information:

New Jersey Licensed Water and Waste Water Treatment Operator CEUs/TCHs available for this program.

HAZWOPER (q) – Level III Technician

Course Length: 24 hours

Requirement: 29 CFR 1910.120

Target Audience: Emergency Response Personnel Who Respond Offensively and Aggressively to a Spill or Release.

Prerequisites: None

Description: Meets requirements for Level III Technicians under paragraph q of the Hazardous Waste Operations and Emergency Response (HAZWOPER) standard. Program includes classroom and practical exercises typically offered over a three full eight-hour days. Option for two twelve-hour days possible. Courseware will include generic review of OSHA regulations and coverage of all Hazwoper required topics with an emphasis on offensive and aggressive response actions and practical skills utilized in emergency response. Specifically, topics covered will include OSHA Regulatory Review, Chemical, Physical, and Toxicological Properties of Hazardous Materials, Air Monitoring and Site Assessment, Respiratory Protection, Personal Protective Equipment, Personnel Decontamination, Incident Command, Health and Safety Plans, Containment, Confinement, and Control Procedures. Program includes table-top exercise “talk-throughs” on chemical hazard research and spill response scenario management. Possible practical exercises include usage of personal protective equipment, set-up of personnel decontamination stations, usage of air monitoring equipment (air lab), and containment / confinement measures. Course includes a written test and demonstration of competency.

Additional Information: Programs can include access to a spill response trailer, which includes hard supplies for establishing a decontamination station, support conduct of site remediation equipment/supply drills, and re-usable personal protective equipment, including dress-out/exercise supplies (consumables).

New Jersey Licensed Water and Waste Water Treatment Operator CEUs/TCHs available for this program.

HAZWOPER (q) – Level IV Marine Oil Spill Specialist

Typical Course Length: 8 to 16 hours

Requirement: 29 CFR 1910.120
Oil Pollution Act 1990

Target Audience: Emergency Response Personnel Who Respond Offensively and Aggressively to Marine Oil Spills.

Prerequisites: Level III Technician

Description: Meets requirements for Level IV Specialist under paragraph q of the Hazardous Waste Operations and Emergency Response (HAZWOPER) standard in the area of marine oil spill response. Program includes classroom and practical exercises typically offered over one or two full eight-hour days. Courseware includes generic review of OSHA regulations and coverage of all Hazwoper required topics with an emphasis on practical skills utilized in marine oil spill emergency response. Specifically, topics covered will include Regulatory Review, Hazards of On-Water Spill Response, Work Zones, Safety Zones, Incident Command, Marine Response Equipment, General Response Principles, Containment and Recovery, Strategies and Tactics, Small Boat Safety, and Practical On-Water Exercises. Practical exercises include boat deployment and usage of containment and recovery equipment (booms and skimmers).

Additional Information: Program can include your equipment or our equipment including boat, boom, and skimmers.

HAZWOPER (q) – Level V Incident Commander

Typical Course Length: 8 to 16 hours

Requirement: 29 CFR 1910.120

Target Audience: Emergency Response Personnel Who Serve as Incident Commanders or Serve As Members of an Incident Command System (ICS) / Incident Management System (IMS)

Prerequisites: Level III Technician

Description: Meets requirements for Level V Incident Commander under paragraph q of the Hazardous Waste Operations and Emergency Response (HAZWOPER) standard. Program includes classroom and table-top exercises typically offered over one or two full eight-hour days. Courseware includes generic review of OSHA regulations and coverage of all Hazwoper required topics with an emphasis on command and control procedures. Specifically, topics covered include overview of the incident command system (ICS), National Incident Management System (NIMS), command center procedures, meetings, and processes, including review of Facility or Vessel Response Plan (FRP/VRP).

Additional Information:

HAZWOPER (q) Annual Refresher

Typical Course Length: 8 hours

Requirement: 29 CFR 1910.120

Target Audience: Emergency Response Personnel Who Respond Offensively and Aggresively to a Spill or Release.

Prerequisites: HAZWOPER (q) Levels II, III, IV, or V

Description: Meets requirements for annual refresher under paragraph q of the Hazardous Waste Operations and Emergency Response (HAZWOPER) standard. Program includes classroom and practical exercises typically offered over a single full eight-hour day. Courseware will include generic review of OSHA regulations and coverage of all Hazwoper required topics with an emphasis on practical skills utilized in emergency response. Specifically, topics covered will include OSHA Regulatory Review, Chemical, Physical, and Toxicological Properties of Hazardous Materials, Air Monitoring and Site Assessment, Respiratory Protection, Personal Protective Equipment, Personnel Decontamination, Incident Command, Health and Safety Plans, Containment, Confinement, and Control Procedures. Program may include a table-top exercise “talk-throughs” on chemical hazard research and spill response scenario management. Possible practical exercises include usage of personal protective equipment, set-up of personnel decontamination stations, usage of air monitoring equipment (air lab), and containment / confinement measures.

Additional Information: Programs can include access to a spill response trailer, which includes hard supplies for establishing a decontamination station, support conduct of site remediation equipment/supply drills, and re-usable personal protective equipment, including dress-out/exercise supplies (consumables).

New Jersey Licensed Water and Waste Water Treatment Operator CEUs/TCHs available for this program.

Incident Command System/Incident Management System (ICS/IMS)

Typical Course Length: 2 to 8 hours Requirement:

Target Audience: Personnel Who Serve as Members of an Incident Command System (ICS) / Incident Management System (IMS).

Prerequisites:

Description: Provides training on Incident Command, including the National Interagency Incident Management System (NIMS). Program includes classroom and table-top exercises. Courseware includes generic review of basics of incident command, review of NIMS including forms, command center set-up, command center procedures including meetings, briefings, postings and communications, as well as review of applicable Response Plans.

Additional Information:

Confined Space Entry Awareness

Typical Course Length: 4 hours

Requirement: 29 CFR 1910.146
29 CFR 1926 Subpart AA

Target Audience: Personnel Who Work Around or Support Permit-Required Confined Space Entry.

Prerequisites: None

Description: Meets awareness requirements under the general industry Permit-Required Confined Space Entry standard and Confined Space in Construction standard. Program includes primarily classroom typically offered over a single day. Courseware will include generic review of OSHA regulations and coverage of all confined space required topics with an emphasis on practical skills utilized in operations. Specifically, topics covered will include generic confined space background text, review of OSHA regulations, definitions of confined space and permit-required spaces, hazard review, permits and signage, and review of confined space procedures.

Additional Information:

Confined Space Entry Operations (Entrant/Attendant Level)

Typical Course Length: 8 hours

Requirement: 29 CFR 1910.146
29 CFR 1926 Subpart AA

Target Audience: Personnel Who Work Serve as Entrants or Attendants During Permit-Required Confined Space Entry.

Prerequisites: None

Description: Meets entrant level and/or attendant level requirements under the general industry Permit-Required Confined Space Entry standard and Confined Space in Construction standard. Program includes classroom and practical exercises for confined space entry procedures typically offered over a single eight-hour day. Courseware will include generic confined space background text, review of OSHA regulations, review of confined space procedures with an emphasis on practical skills, and hands-on usage of confined space supplies and equipment. Specifically, topics covered will include generic confined space background text, review of OSHA regulations, definitions of confined space and permit-required spaces, hazard review, permits and signage, and review of confined space entry and rescue procedures, air monitoring, ventilation, personal protective equipment, respiratory protection, and equipment and supplies. Program may include a table-top exercise “talk-throughs” on chemical hazard research. Possible practical exercises include usage of personal protective equipment, usage of air monitoring equipment (air lab), and full hands-on equipment drill and evolution.

Additional Information: Programs can include access to a confined space entry and rescue trailer, which includes entry equipment, and re-usable personal protective equipment, including supplies (consumables).

New Jersey Licensed Water and Waste Water Treatment Operator CEUs/TCHs available for this program.

Confined Space Entry Rescue (Rescuer Level)

Typical Course Length: 8 to 16 hours

Requirement: 29 CFR 1910.146
29 CFR 1926 Subpart AA

Target Audience: Personnel Who Work Serve as Members of Permit-Required Confined Space Rescue Teams.

Prerequisites: Confined Space Operations

Description: Meets rescue level and/or attendant level requirements under the general industry Permit-Required Confined Space Entry standard and Confined Space in Construction standard. Program includes classroom and practical exercises for confined space entry and rescue procedures typically offered over a one or two eight-hour day. Courseware will include generic confined space background text, review of OSHA regulations, review of confined space entry and rescue procedures with an emphasis on practical skills, and hands-on usage of confined space entry and rescue supplies and equipment. Specifically, topics covered will include generic confined space background text, review of OSHA regulations, definitions of confined space and permit-required spaces, hazard review, permits and signage, and review of confined space procedures, air monitoring, ventilation, personal protective equipment, respiratory protection, usage of equipment and supplies, knots and ropes/lines, and rigging and usage of various horizontal and vertical rescue evolutions. Program may include a table-top exercise “talk-throughs” on chemical hazard research. Possible practical exercises include usage of personal protective equipment, usage of air monitoring equipment (air lab), knots and rigging, and full hands-on equipment drill and evolution.

Additional Information: Programs can include access to a confined space entry and rescue trailer, which includes entry and rescue equipment, and re-usable personal protective equipment, including supplies (consumables). Program also includes usage of a training manikin.

New Jersey Licensed Water and Waste Water Treatment Operator CEUs/TCHs available for this program.

Confined Space Entry Operations (Supervisor Level)

Typical Course Length: 8 to 16 hours

Requirement: 29 CFR 1910.146
29 CFR 1926 Subpart AA

Target Audience: Personnel Who Work Serve as Supervisors During Permit-Required Confined Space Entry.

Prerequisites: None

Description: Meets supervisor level requirements under the general industry Permit-Required Confined Space Entry standard and Confined Space in Construction standard. Program includes classroom and practical exercises for confined space entry procedures typically offered over one or two eight-hour day. Courseware will include generic confined space background text, review of OSHA regulations, review of confined space procedures with an emphasis on practical skills, management of entries and paperwork requirements, and hands-on usage of confined space supplies and equipment. Specifically, topics covered will include generic confined space background text, review of OSHA regulations, definitions of confined space and permit-required spaces, hazard review, permits and signage, and review of confined space entry and rescue procedures, air monitoring, ventilation, personal protective equipment, respiratory protection, and equipment and supplies. Program may include one or more table-top exercise “talk-throughs” on chemical hazard research or supervision/set-up of various confined space entries. Possible practical exercises include usage of personal protective equipment, usage of air monitoring equipment (air lab), and full hands-on equipment drill and evolution.

Additional Information: Programs can include access to a confined space entry and rescue trailer, which includes entry equipment, and re-usable personal protective equipment, including supplies (consumables).

New Jersey Licensed Water and Waste Water Treatment Operator CEUs/TCHs available for this program.

Confined Space Entry Operations Refresher

Typical Course Length: 4 to 8 hours

Requirement: 29 CFR 1910.146
29 CFR 1926 Subpart AA

Target Audience: Any Confined Space Entry Trained Personnel (Recommended Annually)

Prerequisites: Confined Space Entry Operations Trained Personnel

Description: Meets/exceeds annual requirements under the general industry Permit-Required Confined Space Entry standard and Confined Space in Construction standard. Program includes classroom and practical exercises for confined space entry procedures typically offered over a single day. Courseware will include generic confined space background text, review of OSHA regulations, review of confined space procedures with an emphasis on practical skills, and hands-on usage of confined space supplies and equipment. Specifically, topics covered will include generic confined space background text, review of OSHA regulations, definitions of confined space and permit-required spaces, hazard review, permits and signage, and review of confined space entry and rescue procedures, air monitoring, ventilation, personal protective equipment, respiratory protection, and equipment and supplies. Program may include a table-top exercise “talk-throughs” on chemical hazard research. Possible practical exercises include usage of personal protective equipment, usage of air monitoring equipment (air lab), and full hands-on equipment drill and evolution.

Additional Information: Programs can include access to a confined space entry and rescue trailer, which includes entry equipment, and re-usable personal protective equipment, including supplies (consumables).

New Jersey Licensed Water and Waste Water Treatment Operator CEUs/TCHs available for this program.

Confined Space Entry Rescue Annual Refresher Drill

Typical Course Length: 8 hours

Requirement: 29 CFR 1910.146
29 CFR 1926 Subpart AA

Target Audience: Confined Space Rescue Team Personnel (Required Annually)

Prerequisites: Confined Space Entry Rescue Team Trained Personnel

Description: Meets annual requirements under the general industry Permit-Required Confined Space Entry standard and Confined Space in Construction standard. Program includes classroom and practical exercises for confined space entry procedures typically offered over a single eight-hour day. Courseware will include generic confined space background text, review of OSHA regulations, review of confined space entry and rescue procedures with an emphasis on practical skills, and hands-on usage of confined space entry and rescue supplies and equipment. Specifically, topics covered will include generic confined space background text, review of OSHA regulations, definitions of confined space and permit-required spaces, hazard review, permits and signage, and review of confined space procedures, air monitoring, ventilation, personal protective equipment, respiratory protection, usage of equipment and supplies, knots and ropes/lines, and rigging and usage of various horizontal and vertical rescue evolutions. Program may include a table-top exercise “talk-throughs” on chemical hazard research. Possible practical exercises include usage of personal protective equipment, usage of air monitoring equipment (air lab), knots and rigging, and full hands-on equipment drill and evolution.

Additional Information: Programs can include access to a confined space entry and rescue trailer, which includes entry and rescue equipment, and re-usable personal protective equipment, including supplies (consumables). Program also includes usage of a training manikin.

New Jersey Licensed Water and Waste Water Treatment Operator CEUs/TCHs available for this program.

Excavations / Trenching / Shoring

Typical Course Length: 2 to 4 hours

Requirement: 29 CFR 1926 Subpart P

Target Audience: Construction Personnel Who Work in Excavations

Prerequisites: None

Description: Meets awareness, general employee level requirements under the construction standards. Program includes primarily classroom presentation for safe work practices while operating in and around excavations and trenches. Courseware will include background text, review of OSHA regulations, and review of procedures with an emphasis on practical skills. Specifically, topics covered will include common myths and misconceptions, basic understanding and requirements for trench safety, soil types, moisture issues, applicable regulations, and review of protective systems, including sloped walls, shoring, shielding, and benching. Program may include demonstration and practice with protective systems.

Additional Information: Note this program does not certify personnel as an excavation competent person as defined by OSHA.

Fall Protection

Typical Course Length: 2 to 4 hours

Requirement: 29 CFR 1910 and 1926

Target Audience: General Industry and Construction Personnel Who Work at Elevated Heights

Prerequisites: None

Description: Program includes a mix of classroom presentation and hands-on practice. Courseware will include background text, review of OSHA regulations, and review of procedures with an emphasis on practical skills. Specifically, topics covered will include general requirements such as housekeeping, aisles and passageways, covers and guardrails, stairway railings and guards. Program will also include fall protection requirements for fixed industrial stairs and ladders, portable ladders, scaffolds, and towers. Program will include demonstration and practice with various fall protection equipment including anchors, connecting devices, and harnesses.

Additional Information:

Hazard Communications / Right-to-Know

Typical Course Length: 4 hours

Requirement: 29 CFR 1910.1200

Target Audience: All Personnel who Work with Hazardous Materials in the Workplace.

Prerequisites: None

Description: Meets requirements for all workers across all industries for the Hazard Communications / Chemical Right-to-Know (HAZCOM) standard. Program includes primarily classroom lecture. Courseware includes review of OSHA regulations with emphasis on safe work practices and company-specific notification procedures. Course will include regulatory background, information on Globally Harmonized System of Classification and Labeling of Chemicals (GHS), chemical terms, basic chemical, physical, and toxicological properties of hazardous materials, written program / inventory requirements, labels and other forms of warning, how to read and understand a safety data sheet (SDS), sources of information on chemical products, methods and observations of detection, protective measures, and basic spill response requirements. Course includes a written test at the conclusion of class. Program may include table-top exercises such as SDS and sources of information gathering.

Additional Information:

Bloodborne Pathogens

Typical Course Length: 4 hours

Requirement: 29 CFR 1910.1030

Target Audience: All Personnel who May Be Exposed to Blood and Other Bodily Fluids in the Workplace.

Prerequisites: None

Description: Meets requirements for all workers across all industries for the Bloodborne Pathogens (BBP) standard. Program includes primarily classroom lecture. Courseware includes review of OSHA regulations with emphasis on safe work practices and company-specific procedures. Course will include regulatory background, bloodborne diseases, means of transmission, personal protection, clean-up and safe housekeeping, other exposure hazards, and common sense rules.

Additional Information:

First Aid / Cardio-Pulmonary Resuscitation / Automatic External Defibrillator

Typical Course Length: 4 to 8 hours

Requirement: 29 CFR 1910.151

Target Audience: All Personnel

Prerequisites: None

Description: American Red Cross, American Heart Association, National Safety Council, or equivalent programs available. Programs can be a combination of any of the above elements. We offer all levels of CPR from Heart Saver to Healthcare Provider. Courses offered through a partner company. Contact us for more details and specific information.

Additional Information:

Emergency Action Plans

Typical Course Length: 2 to 4 hours

Requirement: 29 CFR 1910 Sub-Part E

Target Audience: All Personnel

Prerequisites: None

Description: Meets requirements for employees in compliance with applicable OSHA standards. Program includes primarily classroom lecture. Courseware includes review of OSHA regulations with emphasis on safe work practices and company-specific applications and procedures. Course will include regulatory background, written emergency plans, wall-postings, what to do in an emergency, first aid basics, fire protection basics, evacuation procedures, mustering and headcount, review of emergency equipment, and medical records. Program may include facility walk-through.

Additional Information:

Fire Prevention, Preparedness, and Extinguisher Use

Typical Course Length: 2 to 4 hours

Requirement: 29 CFR 1910.157

Target Audience: All Personnel

Prerequisites: None

Description: Meets requirements for employees in compliance with applicable OSHA standards. Program includes primarily classroom lecture and demonstration. Courseware includes review of OSHA regulations with emphasis on safe work practices and company-specific applications and procedures. Course will include regulatory background, fire prevention, safety tips, alarm/telephone/evacuation procedures, fire protection basics, theory of fire, classes of fire, theory of extinguishment, types of extinguishers, inspection and maintenance of equipment, and proper use of extinguishers. Program may include facility walk-through and hands-on usage of fire extinguishers.

Additional Information:

Ergonomics

Typical Course Length: 2 to 4 hours

Requirement:

Target Audience: All Personnel.

Prerequisites: None

Description: Program includes primarily classroom lecture and demonstration. Courseware includes review of OSHA regulations with emphasis on safe work practices and company-specific applications and procedures. Course will include the definition of ergonomics, primary causes of cumulative trauma disorders (CTDs), ways to prevent CTDs, computer workstation accessories to reduce computer work stress, and basic exercises to reduce / relieve ergo-stress. Program includes demonstration and practical portion with proper techniques and exercise.

Additional Information: This program done in conjunction with a physician group.

Personal Protective Equipment

Typical Course Length: 4 hours

Requirement: 29 CFR 1910 Sub-Part I

Target Audience: All Personnel who Work with Personal Protective Equipment (PPE)

Prerequisites: None

Description: Meets requirements for all workers across all industries under the various PPE related OSHA standards found in sub-part I. Program includes primarily classroom lecture and demonstration of all equipment. Courseware includes review of OSHA regulations with emphasis on safe work practices and company-specific applications and procedures. Course will include regulatory background, need for use and purposes, and the specific use, care, and maintenance of a variety of PPE devices, including safety glasses, goggles, face shields, hardhats, safety shoes, gloves, hearing protection, safety vests, water work vests, chemical protective clothing, and respiratory protection. Program may include hands-on practice exercises. Note that program will be customized to include only those items used in your workplace or that you need/wish covered.

Additional Information: Programs can include access to re-usable personal protective equipment (respiratory gear), and supplies (consumables).

Respiratory Protection

Typical Course Length: 4 hours

Requirement: 29 CFR 1910.134

Target Audience: All Personnel who Work with Respiratory Protection Equipment

Prerequisites: None

Description: Meets requirements for all workers across all industries under the OSHA respiratory protection standard. Program includes primarily classroom lecture and demonstration of all equipment. Courseware includes review of OSHA regulations with emphasis on safe work practices and company-specific applications and procedures. Course will include regulatory background, need for use and purposes, the respiratory protection program, structure and function of the respiratory system, and the specific use, care, and maintenance of a variety of respiratory protection devices, including air-purifying respirators (half-face, full-face, powered), supplied air respirators (self-contained breathing apparatuses, airline/egress units, and emergency escape breathing apparatuses), and specialty units (blower/hood assemblies). Program may include hands-on practice exercises. Note that program will be customized to include only those items used in your workplace or that you need/wish covered.

Additional Information: Programs can include access to re-usable personal protective equipment (respiratory gear), and supplies (consumables).

Hearing Conservation

Typical Course Length: 4 hours

Requirement: 29 CFR 1910.95

Target Audience: All Personnel Exposed to Noise Above 85 dBA

Prerequisites: None

Description: Meets requirements for all workers across all industries under the OSHA hearing conservation amendments (standard). Program includes primarily classroom lecture and demonstration of all equipment. Courseware includes review of OSHA regulations with emphasis on safe work practices and company-specific applications and procedures. Course will include Definitions of Key Terms, a Description of How We Hear, a Description of the Effects of Noise on Hearing, a Description of Sound Monitoring Procedures, Key Provisions of OSHA Regulations, Key Provisions of Company Procedures, and a Description/Demonstration of the Use of Hearing Protection Devices. Program may include hands-on practice exercises.

Additional Information: Programs can include demonstration of noise monitoring procedures and the usage of re-usable hearing protectors (muffs) and consumable non-re-usable supplies (plugs).

Control of Hazardous Energy (Lockout/Tagout) [Affected Employee]

Typical Course Length: 2 hours

Requirement: 29 CFR 1910.147

Target Audience: All Personnel who Work around Equipment Requiring Lockout/Tagout.

Prerequisites: None

Description: Meets requirements for employees who work around energized equipment that might require control of hazardous energy during servicing in compliance with the OSHA standard. These employees are called affected employees. Program includes primarily classroom lecture. Courseware includes review of OSHA regulations with emphasis on safe work practices and company-specific applications and procedures. Course will include regulatory background, identification of equipment requiring lockout/tagout, notification procedures, and how to recognize lockout/tagout in progress. Program may include facility walk-through, demonstration, and or practical portion with equipment.

Additional Information:

Control of Hazardous Energy (Lockout/Tagout) [Authorized Employee]

Typical Course Length: 4 hours

Requirement: 29 CFR 1910.147

Target Audience: All Personnel who Perform Maintenance on Equipment Requiring Lockout/Tagout.

Prerequisites: None

Description: Meets requirements for employees who perform maintenance on energized equipment that requires control of hazardous energy during servicing in compliance with the OSHA standard. These employees are called authorized employees. Program includes primarily classroom lecture. Courseware includes review of OSHA regulations with emphasis on safe work practices and company-specific applications and procedures. Course will include regulatory background, requirements, definitions of employees, energy control procedures, written energy checklists, inspection and audit, steps for shut down and removal, limitations, and specialized conditions. Program may include facility walk-through, demonstration, and or practical portion with equipment.

Additional Information:

Electrical Safety

Typical Course Length: 4 hours

Requirement: 29 CFR 1910.331 to .335

Target Audience: All Personnel who Work with Energized Electrical Equipment.

Prerequisites: None

Description: Meets requirements for employees who work around energized equipment that requires installation/maintenance with live hazardous current in compliance with the OSHA standard. Program includes primarily classroom lecture. Courseware includes review of OSHA regulations with emphasis on safe work practices and company-specific applications and procedures. Course will include regulatory background, dangers of electricity, types of workers, safe work practices, special cases, extension cords, portable electrical equipment, electrical guarding, electrical grounding, personal protective equipment, and emergency procedures. Program may include facility walk-through, demonstration, and or practical portion with equipment.

Additional Information:

Equipment and Tool Safety

Typical Course Length: 2 to 4 hours Requirement: 29 CFR 1910 Sub-Parts O & P

Target Audience: All Personnel who Work with Equipment and Tools.

Prerequisites: None

Description: Meets requirements for employees who work with various types of equipment and tools in compliance with the OSHA standard. Program includes primarily classroom lecture and demonstration. Courseware includes review of OSHA regulations with emphasis on safe work practices and company-specific applications and procedures. Course will include regulatory background, general requirements, hand tools, power tools, grinding tools, special tool considerations, and personal protective equipment. Program may include facility walk-through, demonstration, and or practical portion with equipment.

Additional Information:

Ladder / Lifts /Scaffolds

Typical Course Length: 2 to 4 hours

Requirement: 29 CFR 1910 Subpart D

Target Audience: Personnel Who Work with Various Ladders, Lifts, and Scaffolds

Prerequisites: None

Description: Meets general employee level requirements under various OSHA standards contained in the above subpart. Program includes primarily classroom presentation for safe work practices while operating with this equipment. Courseware will include background text, review of OSHA regulations, and review of procedures with an emphasis on practical skills. Specifically, topics covered will include regulatory requirements, types of gear, inspection, maintenance, limitations, safe use, climbing, fall protection, and operational practices for various types of equipment used in your workplace. Program may include demonstration and practice with various equipment and systems.

Additional Information: Course can be modified for compliance with shipyard, marine terminal, construction, and off-shore requirements.

Gas Cylinder Safety

Typical Course Length: 2 to 4 hours Requirement: 29 CFR 1910 Sub-parts H & Q

Target Audience: All Personnel who Utilize Compressed or Liquefied Gases

Prerequisites: None

Description: Meets requirements for employees in compliance with applicable OSHA standards. Program includes primarily classroom lecture. Courseware includes review of OSHA regulations with emphasis on safe work practices and company-specific applications and procedures. Course will include regulatory background, properties and hazards, system components, material identification, storage, transportation, safe use, personal protective equipment (PPE), handling of empty cylinders, leak response, and specific procedures for special gases including, liquefied materials, cryogenics, acetylene oxygen, hydrogen, propane. Program can be customized for your materials and/or needs/wants. Program may include facility walk-through.

Additional Information:

Hot Work (Welding / Cutting / Brazing)

Typical Course Length: 2 to 4 hours

Requirement: 29 CFR 1910 Sub-Part Q

Target Audience: All Personnel who Perform Hot Work.

Prerequisites: None

Description: Meets requirements for employees who perform hot work such as welding, cutting, and brazing in compliance with the OSHA standard. Program includes primarily classroom lecture and demonstration. Courseware includes review of OSHA regulations with emphasis on safe work practices and company-specific applications and procedures. Course will include regulatory background, visual inspection, protection, fire watch, hot work permit, posting and barricading, equipment requirements, cylinder safety, personal protective equipment, operational procedures, and safe work practices. Program may include facility walk-through, demonstration, and or practical portion with equipment.

Additional Information:

Powered Industrial Truck (Forklift) Training

Typical Course Length: 4 to 8 hours

Requirement: 29 CFR 1910.178

Target Audience: All Personnel who Operate Powered Industrial Trucks (PITs), including Forklifts and other covered Equipment.

Prerequisites: None

Description: Meets requirements for workers utilizing equipment and provides compliance with the OSHA standard. Program includes a split between classroom lecture and hands-on practice. Courseware includes review of OSHA regulations with emphasis on safe work practices and company-specific applications and procedures. Course will include regulatory background, safety rules, physical principles, stability and center of gravity, capacity, name plate, inspection procedures, operating practices, driving and direction changes, and load handling. Program includes practical portion with equipment which covers hands-on inspection with documentation, practice driving (serpentine course), and practice load handling. Program includes a written test and driving/load handling evaluation.

Additional Information:

Cranes / Slings / Hoists

Typical Course Length: 2 to 4 hours

Requirement: 29 CFR 1910.179 & .184

Target Audience: All Personnel who Work with this Equipment.

Prerequisites: None

Description: Meets requirements for workers utilizing cranes, slings, hoists and provides compliance with the Overhead and Gantry Crane standard and the Slings standard. Program includes primarily classroom lecture. Courseware includes review of OSHA regulations with emphasis on safe work practices and company-specific applications and procedures. Course will include regulatory background, job-site considerations, rigging selection, types of rope and their care, types of and frequency of inspections, specific maintenance operations, load handling procedures, sling procedures, user responsibilities, and safety factors. Program may include facility walk-through, demonstration, and or practical portion with equipment.

Additional Information: Course can be modified for compliance with shipyard, marine terminal, construction, and off-shore requirements.

Domestic Preparedness Awareness

Typical Course Length: 4 hours

Requirement:

Target Audience: All Personnel

Prerequisites: None

Description: Program includes primarily classroom lecture. Courseware includes an introduction to domestic preparedness programs, a review of nuclear, biological, and chemical (NBC) threat, and introduction to chemical warfare agents, an introduction to biological warfare agents, an introduction to radiological material, information on how to recognize dissemination devices, prevention strategies, and responder actions (personal protective equipment, decontamination, and “button-up” procedures).

Additional Information:

Hazardous Waste / RCRA Awareness

Typical Course Length: 2 to 4 hours

Requirement: 40 CFR 260 to 273

Target Audience: All Personnel who are Responsible for the Generation or Handling of Hazardous Waste

Prerequisites: None

Description: Program includes primarily classroom lecture. Courseware includes regulatory history and overview, regulatory timeline, purpose, authority, types of waste, organization, definitions, exclusions, listed wastes, characteristic wastes, mixtures, “derived from,” “contained in,” land disposal restrictions, recycling, generator classes and status, EPA ID numbers, hazardous waste management facilities (TSDFs), transport containers, labeling, manifesting/paperwork, recordkeeping, spill preparedness, and spill prevention. Program may include facility walk-through, demonstration, manifesting and paperwork preparation, and/or practical portion.

Additional Information:

Spill Reporting / SPCC Plan / Oil Pollution Act Training

Typical Course Length: 2 to 4 hours

Requirement: 40 CFR 109 to 117

Target Audience: All Personnel who are Responsible for Oil and Hazardous Materials Handling and Reporting in areas Where Spills Can Impact Waterways. (See additional information below for more.)

Prerequisites: None

Description: Program includes primarily classroom lecture. Courseware includes operations and maintenance of equipment to prevent discharge of oil, discharge procedure protocols, pollution control laws, rules, and regulations, general facility operations, procedures for inspection of drainage, loading and unloading procedures, receiving, transfer, tanks, content of Spill Prevention, Control, and Countermeasures (SPCC) plan, Facility Response Plans (FRPs), on-site specific procedures, spill supplies, response resources, spill reporting, on-site precautionary measures, reporting, and recordkeeping. Program may include facility walk-through, demonstration, and/or practical portion.

Additional Information: Various combinations of training possible, including applicable environmental regulatory aspects of spill response and reporting. Contact us for means of best accomplishing this goal for your company.

Note program can also be tailored to the marine (offshore) environment, substituting vessel response plan (VRP) requirements for the above FRP.

DOT Hazardous Materials Transportation Training
(Awareness, Safety, and Function Specific Modules)

Typical Course Length: 2 to 4 hours per module Requirement: 49 CFR 171 to 180

Target Audience: All Personnel who are Responsible for the Transportation or Preparation of Hazardous Materials

Prerequisites: None

Description: Program includes primarily classroom lecture. Courseware includes regulatory history and overview, types of training levels, hazard recognition, hazard identification, hazard classes and divisions, hazardous materials tables, shipping papers, labeling, placarding, emergency response planning, emergency response and reporting, use of the Emergency Response Guidebook, and emergency telephone numbers and sources of information. Program may include facility walk-through, demonstration, shipping paper preparation, and/or practical portion with containers, labeling, and placarding.

Additional Information: Blocks of training will be tailored for certain positions. Contact us to learn more about how courses are best modified/implemented for your company and how to best integrate these modules into an effective training program.

Incident Investigation Training Workshop

Course Length: 12 hours

Requirement:

Target Audience: All Personnel who are Responsible for Investigating Accident, Injuries, Incidents, or Other Emergencies.

Prerequisites: None

Description: When done well, incident investigation can be a powerful tool for improving your site's safety performance. Effective investigations lead to solutions, understanding, and system change. When investigations are not done well they can lead to blame and mistrust – and they leave your organization open to liability. This session will prepare participants to get the facts; to find out exactly what happened; to communicate about investigations in a way everyone can understand; to make educated conclusions; and to formulate effective solutions.

Program given over two days. First day is a full eight-hour day consisting of a morning classroom presentation on investigations (fact finding) and case study preparation, interactive working lunch Mock Trial DVD presentation, and an afternoon small group investigation workshop. Second day is a half-day consisting of an interactive lecture, discussion, and real-time preparation of a corrective action plan for day one workshop.

Additional Information: This program developed by and given in cooperation with the National Safety Council Petroleum Section.