Occupational Safety and Health Division
Training Course Catalog

Improving the safety & health culture
through education, training and outreach

N.C. Department of Labor
Occupational Safety and Health Division
Education, Training and Technical Assistance Bureau
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The North Carolina Bureau of Education, Training and Technical Assistance shares in the North Carolina Department of Labor’s mission:

"To foster a safe, healthy, fair and productive North Carolina by: providing responsive, effective and efficient services; providing and encouraging quality education and training; administering fairly our regulatory mandates; and enhancing public confidence in the Department of Labor."

The Bureau’s mission is to assist employers in improving their workplace safety and health programs to eliminate on-the-job injuries, illnesses, and fatalities. The Bureau strives to provide Division of Occupational Safety and Health personnel with quality training opportunities to meet the particular demands of the unit mission and improve workplace safety and health for all North workers as evidenced by fewer injuries, illnesses and fatalities.
Topic Categories:

Agricultural Safety and Health

Construction Industry Safety and Health

General Industry Safety and Health

Public Sector Safety and Health
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Course Title: 10-Hour Construction Industry Awareness

Delivery: Classroom and Web

Language: English

Prerequisites: None

Description:
This course is designed to help employers understand OSH regulatory requirements and also ensure employers and employees understand the requirements necessary in providing an acceptable safety and health program for the workplace. This course will provide a basic overview of the Construction Industry Safety and Health Standards, 29 CFR 1926.

Target Audience:
Company Owners, Project Managers, Supervisors, Safety and Health Managers, Laborers
Course Title: 10-Hour General Industry Awareness

Delivery: Classroom and Web

Language: English

Prerequisites: None

Description:
This course is designed to help employers understand OSH regulatory requirements and also ensure employers and employees understand the requirements necessary in providing an acceptable safety and health program for the workplace. This course will provide a basic overview of the General Industry Safety and Health Standards, 29 CFR 1910.

Target Audience:
Company Owners, Project Managers, Supervisors, Safety and Health Managers, Front Line Workers
**Course Title:** 30-Hour Construction Industry Awareness NC 510

**Delivery:** Classroom

**Language:** English and Spanish

**Prerequisites:** None

**Description:**
This course is designed to help employers understand OSH regulatory requirements and also ensure employers and employees understand the requirements necessary in providing an acceptable safety and health program for the workplace. This course will provide a comprehensive overview of the Construction Industry Safety and Health Standards, 29 CFR 1926.

**Target Audience:**
Company Owners, Project Managers, Supervisors, Safety and Health Managers
Course Title: 30-Hour General Industry Awareness NC 511

Delivery: Classroom

Language: English and Spanish

Prerequisites: None

Description:
This course is designed to help employers understand OSH regulatory requirements and also ensure employers and employees understand the requirements necessary in providing an acceptable safety and health program for the workplace. This course will provide a comprehensive overview of the General Industry Safety and Health Standards, 29 CFR 1910.

Target Audience:
Company Owners, Project Managers, Supervisors, Safety and Health Managers
Course Title: Arboriculture Safety
Delivery: Classroom and Web
Language: English
Prerequisites: None

Description:
This course provides an overview of related safe work practices and 29 CFR 1910 regulatory requirements. Topics to be discussed include potentially dangerous situations, site safety meetings and safety programs, personal protective equipment (PPE), drug and alcohol policies, equipment safety requirements, training, line clearance checklist (1910.269), line clearance tree-trimmers (1910.269), and the arboriculture equipment (1910.269). At the end of this course, students should have a basic understanding of regulatory requirements and control measures intended to prevent arboriculture accidents.
Course Title: **Chain Saw Safety**

Delivery: Classroom and Web

Language: English

Prerequisites: None

**Description:**

This course provides a chain saw safety overview as related to the 29 CFR 1910.266 standards for logging operations. Topics to be discussed include definitions, personal protective equipment (PPE), hazards, chain saw safety and training. At the end of this course, students should have a basic understanding of chain saw safety in logging operations. Proper use of chain saws is an integral part of a compliant logging operation safety program.
Course Title: **Collateral First Aid Requirements**

Delivery: Classroom and Web

Language: English

Prerequisites: None

**Description:**
This course provides an overview of collateral first aid requirements as related to 29 CFR 1910 and 29 CFR 1926. Topics to be discussed include the difference between collateral duty and first responder, OSHA first aid requirements, and OSHA bloodborne pathogen requirements. At the end of this course, students should have a basic understanding of regulatory requirements for collateral duty first aid responders, potential first aid responder risks and protection of first aid responders.
Course Title: **Combustible Dust**

Delivery: Classroom and Web

Language: English

Prerequisites: None

**Description:**

This course provides an overview of combustible dust as related to NFPA and OSHA 29 CFR 1910 standards. Topics to be discussed include dust versus combustible dust, combustible dust industries, management of combustible dust areas, applicable occupational safety standards and case studies. At the end of this course, students should have a basic understanding of regulatory requirements and control measures intended to prevent combustible dust accidents.
Course Title: Concrete and Masonry in Construction

Delivery: Classroom and Web

Language: English

Prerequisites: None

Description:
This course provides an overview of concrete and masonry in the construction industry, 29 CFR 1926, Subpart Q. Topics to be discussed include OSHA’s minimum requirements, general requirements, equipment, tools, formwork, shoring, precast concrete, lift-slab operations and associated hazards. At the end of this course, students should have a basic understanding of regulatory requirements, potential hazards and concrete and masonry safe work practices.
Course Title: Confined Spaces (1926)

Delivery: Classroom and Web

Language: English

Prerequisites: None

Description:
This course provides an overview of the confined space standard, 29 CFR 1926 Subpart AA. Topics to be discussed include identification of confined spaces, the differences between permit and non-permit spaces, confined space hazard identification, permit requirements and responsibilities for all permit-required confined space participants (entrant, attendant and entry supervisor). At the end of the course, students should have a basic understanding of the regulatory requirements and potential safety and health hazards associated with permit-required confined spaces.
Course Title: **Confined Spaces (1910)**

Delivery: Classroom and Web

Language: English

Prerequisites: None

**Description:**
This course provides an overview of the confined space standard, 29 CFR 1910.146. Topics to be discussed include identification of confined spaces, the differences between permit and non-permit spaces, confined space hazard identification, permit requirements and responsibilities for all permit-required confined space participants (entrant, attendant and entry supervisor). At the end of the course, students should have a basic understanding of the regulatory requirements and potential safety and health hazards associated with permit-required confined spaces.
Course Title: Construction Special Emphasis Program
Delivery: Classroom and Web
Language: English
Prerequisites: None

Description:
This course provides a strategy overview for construction fatality reduction through focused compliance inspections, education, training and consultative assistance. In addition, a progress report is given related to the fatality reduction goals.
Course Title:  Control of Hazardous Energy (Lockout/Tagout)
Delivery:  Classroom and Web
Language:  English
Prerequisites:  None

Description:
This course provides an overview of the control of hazardous energy (lockout/tagout), 29 CFR 1910.147. Topics to be discussed include the need for energy control procedures, lockout/tagout methods, employer's responsibilities, employee training needs and inspection requirements. At the end of the course, students should have a basic understanding of the lockout/tagout regulatory requirements and methods for isolating and de-energizing equipment prior to service or maintenance.
Course Title: **Cranes and Derricks**

Contact Hours: 1

Delivery: Classroom and Web

Language: English

Prerequisites: None

**Description:**

This course provides an overview of cranes and derricks in the construction industry, 29 CFR 1926, Subpart CC. Topics to be discussed include scope of the standard, ground conditions, assembly/disassembly, power line safety, inspections, fall protection, operator and signal person qualifications, signals and tower cranes. At the end of this course, students should have an understanding of crane and derrick regulatory requirements along with expected safe work practices and conditions.
Course Title: Electrical Safety (General Industry)

Delivery: Classroom and Web

Language: English

Prerequisites: None

Description:
This course provides an overview of the Electrical Standard, 29 CFR 1910, Subpart S. Topics to be discussed include common electrical hazards, electrical equipment defects and hazards, tools and techniques used in identifying hazards, and safe electrical work practices. At the end of this course, students should be able to identify electrical hazards, defective electrical equipment and understand electrical standard requirements in general industry.
Course Title: **Electrical Safety in Construction**

Delivery: Classroom and Web

Language: English

Prerequisites: None

**Description:**
This course provides an overview of the Electrical Standard, 29 CFR 1926, Subpart K. Topics to be discussed include common electrical hazards, related electrical standard requirements, hazards related to defective electrical equipment and tools/techniques for identifying electrical hazards. At the end of this course, students should be able to identify electrical hazards, defective electrical equipment and understand electrical standard requirements for the construction industry.
Course Title: **Ergonomics Awareness**

Delivery: Classroom and Web

Language: English

Prerequisites: None

**Description:**
This course provides an overview of ergonomics. Topics to be discussed include an introduction to ergonomics and the human body, common musculoskeletal disorders, ergonomic stressors, basic lifting techniques, and ergonomic solutions for various work environments. At the end of this course, students should have a basic understanding of ergonomic issues and basic health hazards associated with high risk tasks.
Course Title: **Excavations and Trenching**

Delivery: Classroom and Web

Language: English

Prerequisites: None

**Description:**

This course provides an overview of the Excavations Standard, 29 CFR 1926, Subpart P. Topics to be discussed include scope, application, definitions, specific excavation requirements and requirements for protective systems. At the end of this course, students should have a basic understanding of regulatory requirements, soil classification, hazard assessment and protective systems.

**Note:** The web course is one hour in length and does not provide hands-on activities. Classroom sessions are two hours in length, which gives attendees the opportunity to participate in hands-on activities.
Course Title: Exit Routes, Emergency Action Plans and Fire Prevention Plans

Delivery: Classroom and Web

Language: English

Prerequisites: None

Description:
This course provides an overview of exit routes, 29 CFR 1910, Subpart E. Topics to be discussed include means of egress, coverage, design requirements, operational features, emergency action plans and fire prevention plans. At the end of this course, students should have a basic understanding of regulatory requirements, required pre-planning and training to ensure proper safe evacuation during emergencies.
Course Title: **Fall Protection in Construction**

Delivery: Classroom and Web

Language: English

Prerequisites: None

**Description:**
This course provides an overview of the Fall Protection Standard, 29 CFR 1926, Subpart M. Topics to be discussed include regulatory requirements, fatality statistics, falling object protection, fall protection methods, fall protection plans and training requirements. At the end of this course, students should have a basic understanding of the standard’s requirements, fall hazards, and methods to either eliminate falls or guard against them.
Course Title: Fire Protection (Portable Fire Extinguishers)

Delivery: Classroom and Web

Language: English

Prerequisites: None

Description:
This course provides an overview of portable fire extinguishers, 29 CFR 1910.157. Topics to be discussed include scope, application, exemptions, general requirements, selection, inspection, maintenance and training. At the end of this course, students should have a basic understanding of portable fire extinguishers and related compliance requirements.
Course Title: Fire Protection and Prevention (Construction Industry)

Delivery: Classroom and Web

Language: English

Prerequisites: None

Description:
This course provides an overview of the Fire Protection and Prevention Standard, 29 CFR 1926, Subpart F. Topics to be discussed include employer fire protection program responsibilities, fire classifications, fire extinguishers, small hose lines, ignition hazards, temporary buildings and proper material storage. At the end of this course, students should have a basic understanding of regulatory requirements, fire hazards, firefighting equipment and fire prevention work practices.
Course Title: Food Manufacturing Special Emphasis Program

Delivery: Classroom and Web

Language: English

Prerequisites: None

Description:
This course provides an overview of the Food Manufacturing Special Emphasis Program (SEP). The elements covered in the course include why food manufacturing was added to the N.C. Special Emphasis Program as a Strategic Plan component, the implications for North Carolina employers and what to expect during an inspection. At the end of this course, students should have a basic understanding of the regulatory requirements, purpose for strategic focus and examples of items getting special attention during compliance inspections in food manufacturing.
Course Title: Hazard Communication

Delivery: Classroom and Web

Language: English

Prerequisites: None

Description:
This course provides an overview of the hazard communication (Haz Com) standard, 29 CFR 1910.1200, including changes necessary for global harmonization. Topics to be discussed include the scope and application – including exemptions, some key definitions, hazard classification, labeling, safety data sheets, the elements of an effective written hazard communication program and employee training.

Note: The requirements for 29 CFR 1926.59 are identical to those of 29 CFR 1910.1200.
Course Title: Hazardous Waste Operations and Emergency Response (HAZWOPER)

Delivery: Classroom and Web

Language: English

Prerequisites: None

Description:
This course provides an overview of the HAZWOPER Standard, 29 CFR 1910.120. Topics to be discussed include the safety and health program, site characterization and analysis, site control, training, medical surveillance, engineering controls, work practices, personal protective equipment (PPE), monitoring, handling drums and containers, decontamination, and informational programs. At the end of the course, students should have a basic understanding of HAZWOPER program characteristics and regulatory requirements.
Course Title: Health Hazards Special Emphasis Program

Delivery: Classroom and Web

Language: English

Prerequisites: None

Description:
This course provides an overview of the health hazards special emphasis program covering lead, asbestos, silica, hexavalent chromium (CrVI) and isocyanates. Due to the potential high risk to employee health, compliance activities are focused on companies that have potential employee exposure in these health areas. At the end of the course, students should have a basic understanding of related regulatory requirements, engineering and work practice controls that are designed to prevent hazardous employee exposure to these health hazards.
Course Title: **Heat Stress**

**Delivery:** Classroom and Web

**Language:** English

**Prerequisites:** None

**Description:**
This course provides an overview of heat stress in working environments. Topics to be discussed include key definitions, causal factors, heat disorders, health effects, prevention, control, engineering controls, personal protective equipment, administrative controls, acclimatization, re-acclimating, work monitoring and training. At the end of this course, students should have a basic understanding of methods to prevent or minimize exposure to excessive heat in order to prevent heat stress. In addition, students will be able to recognize symptoms of heat stress along with tips on how to treat heat stress victims.
Course Title: Introduction to the N.C. Department of Labor - OSH Division

Delivery: Classroom and Web

Language: English

Prerequisites: None

Description:
This course provides an introduction to the Occupational Safety and Health Division (OSH) of NCDOL. Topics to be discussed include the Occupational Safety and Health Act and the functional organization of the OSH Division. At the end of this course, students should have a basic understanding of the OSH Division.
Course Title: Introduction to the N.C. Department of Labor – OSH Division and Understanding the Code of Federal Regulations (CFR) for the Construction Industry

Delivery: Classroom and Web

Language: English

Prerequisites: None

Description:
This course provides an introduction to the Occupational Safety and Health Division (OSH) of NCDOL along with an overview of related state and federal OSHA standards for the construction industry. Topics to be discussed include the Occupational Safety and Health Act, the functional organization of the OSH Division and required regulatory standards for N.C. employers and employees. At the end of this course, students should have a basic understanding of the OSH Division and how to find/read/interpret federal and state OSHA requirements.
Course Title: Introduction to the N.C. Department of Labor – OSH Division and Understanding the Code of Federal Regulations (CFR) for General Industry

Delivery: Classroom and Web

Language: English

Prerequisites: None

Description:
This course provides an introduction to the Occupational Safety and Health Division (OSH) of NCDOL along with an overview of related state and federal OSHA standards for general industry. Topics to be discussed include the Occupational Safety and Health Act, the functional organization of the OSH Division and required regulatory standards for N.C. employers and employees. At the end of this course, students should have a basic understanding of the OSH Division and how to find/read/interpret federal and state OSHA requirements.
Course Title:                             Long Term Care Special Emphasis Program

Delivery:                                Classroom and Web

Language:                                English

Prerequisites:                           None

Description:
This course provides an overview of safety and health hazards associated with the long
term care industry. Topics to be discussed include:

- Introduction to the Long Term Care Special Emphasis Program
- Typical LTC OSHA Citations
- Ergonomics
- Tuberculosis
- Bloodborne Pathogens
- Workplace Violence
- Slips, Trips and Falls

This course will conclude with a presentation including the

- New Reporting Requirements
- Hazard Communication
- Emergency Eyewash Stations
- PPE

At the end of this course, students should have a basic understanding of regulatory
requirements, long term care safety and health risks and methods to reduce or eliminate
long term care safety and health hazards
Course Title: Machinery and Machine Guarding

Delivery: Classroom and Web

Language: English

Prerequisites: None

Description:
This course provides an overview of the Machinery and Machine Guarding Standard, 29 CFR 1910, Subpart O. Topics to be discussed include basic machine guarding concepts, hazard identification, hazard abatement methods and related OSHA standards. At the end of this course, students should have a basic understanding of regulatory requirements, machine hazards and engineering controls used to isolate the machine operator from the hazards.
Course Title: Manufactured and Modular Homes Special Emphasis Program

Delivery: Classroom and Web

Language: English

Prerequisites: None

Description:
This course provides an overview of the Manufactured and Modular Homes Special Emphasis Program. Topics to be discussed include the procedures for safe installation, job safety analysis for construction crews and the importance of correct installation procedures to prevent accidents/mishaps. At the end of this course, students should have a basic understanding of safe work practices in the effort to prevent accidents in manufactured home installation.
Course Title: **Materials Handling and Storage for General Industry**

Delivery: Classroom and Web

Language: English

Prerequisites: None

**Description:**
This course provides an overview of the Materials Handling and Storage Standard for general industry, 29 CFR 1910, Subpart N. Topics to be discussed include general materials handling requirements, inspections, proper use of slings and hazard identification. At the end of this course, students should have a basic understanding of regulatory requirements and methods to eliminate or minimize materials handling hazards.
Course Title: Materials Handling, Storage, Use and Disposal (Construction Industry)

Delivery: Classroom and Web

Language: English

Prerequisites: None

Description:
This course provides an overview of the Materials Handling, Storage, Use and Disposal Standard for the construction industry, 29 CFR 1926, Subpart H. Topics to be discussed include minimum OSHA materials handling, storage and equipment requirements, safe materials storage, proper use of rigging equipment, hazard identification and abatement methods. At the end of this course, students should have a basic understanding of regulatory requirements and methods to eliminate or minimize materials handling hazards.
Course Title: Motor Vehicles, Mechanized Equipment and Marine Operations (Construction Industry)

Delivery: Classroom and Web

Language: English

Prerequisites: None

Description:
This course provides an overview of OSHA’s minimum requirements (29 CFR 1926, Subpart O) for:
- Powered industrial trucks, motor vehicles and other equipment
- Safe operation of equipment
- Operator training
- Hazard identification
- Abatement methods

Topics to be discussed include general equipment requirements, motor vehicles, materials handling equipment, pile driving equipment, site clearing, marine operations, marine equipment and definitions.
Course Title: **Multi-Employer Worksites in Construction**

Delivery: Classroom and Web

Language: English

Prerequisites: None

**Description:**
This course provides an overview of multi-employer worksites in construction. Topics to be discussed include differences and responsibilities of creating, correcting, controlling and exposing employers. In addition, rules are discussed governing OSH citing employers who do not have their employees exposed to a hazard. At the end of this course, students should have a basic understanding of responsibilities of employers working together on a multi-employer worksite.

The *exposing* employer

The *creating* employer

The *controlling* employer

The *correcting* employer
Course Title: **North Carolina Hazardous Chemicals Right to Know Act**

Delivery: Classroom and Web

Language: English

Prerequisites: None

**Description:**

This course provides an overview of the N.C. Hazardous Chemicals Right to Know Act, Article 18, N.C. General Statutes 95-173 through 95-218. Topics to be discussed include the purpose of the Right to Know (RTK) Act and employer responsibilities with regard to hazardous substance lists, MSDS requirements, labeling requirements, emergency information, complaints, investigations, penalties, employee rights, community information and exemptions. At the end of this course, students should have a basic understanding of regulatory requirements for the storage and use of hazardous substances as it relates to the RTK Act.
Course Title: Occupational Awareness of Asbestos (1910, 1926)
Delivery: Classroom and Web
Language: English
Prerequisites: None

Description:
This course covers the OSHA standards (29 CFR 1910.1001 and 29 CFR 1926.1101) related to occupational exposure to asbestos. Topics to be discussed include health hazards, symptoms of exposure, potential of asbestos in the workplace, hierarchy of controls, rules for asbestos-related work and additional sources of information. At the end of this course, the student should have a basic understanding of the issues related to asbestos exposure, working with asbestos and the related regulatory requirements.
Course Title: Occupational Exposure to Bloodborne Pathogens

Delivery: Classroom and Web

Language: English

Prerequisites: None

Description:
This course provides an overview of the Bloodborne Pathogens (BBP) Standard, 29 CFR 1910.1030. Topics to be discussed include the scope of the standard, definitions, exposure control, methods of compliance and requirements for HIV/HBV research and production facilities, HBV vaccination programs, training, and recordkeeping. At the end of the course, the student should have an understanding of BBP identification, risk elimination and reduction, and regulatory requirements for companies that have potential employee exposure.
Course Title: Occupational Exposure to Hazardous Chemicals in Laboratories

Delivery: Classroom and Web

Language: English

Prerequisites: None

**Description:**

This course provides an overview of the Occupational Exposure to Hazardous Chemicals in Laboratories Standard, 29 CFR 1910.1450. Topics to be discussed include scope, employee exposure determinations, chemical hygiene plan, employee information, employee training, medical consultation and examinations, hazard identification, and recordkeeping requirements. At the end of this course, students should have a basic understanding of regulatory requirements and methods to provide safe laboratory work environments.
Course Title: **Occupational Exposure to Tuberculosis**

Delivery: Classroom and Web

Language: English

Prerequisites: None

**Description:**

This course provides an overview of occupational exposure to tuberculosis (TB). Topics to be discussed include basic understanding of TB, TB transmission, TB epidemiology and enforcement procedures. At the end of this course, students should have a general understanding of TB, regulatory expectations, control measures and work practices to prevent the spread of TB.
Course Title: Occupational Noise Exposure

Delivery: Classroom and Web

Language: English

Prerequisites: None

Description:
This course provides an overview of the Occupational Noise Exposure Standard, 29 CFR 1910.95. Topics to be discussed include the difference between sound and noise, types of hearing loss, types of noise measuring equipment, and regulation requirements. At the end of this course, students should have a basic understanding of the standard, identification and protection from noise hazards, and hearing conservation program elements.
Course Title: OSH Logging Special Emphasis Program

Delivery: Classroom and Web

Language: English

Prerequisites: None

Description:
This course provides an overview of the Occupational Safety and Health Logging Special Emphasis Program (SEP) as related to 29 CFR 1910.266. Topics to be discussed include definitions, personal protective equipment, chainsaw use, hazards, felling techniques, logging equipment and training. At the end of this course, students should have a basic understanding of the regulations and logging hazards. In addition, the student will learn methods and equipment utilized to either minimize or eliminate hazards to the worker.
Course Title: Overhead Hoist Safety
Delivery: Classroom and Web
Language: English
Prerequisites: None

Description:
This course provides an overview of OSHA’s minimum requirements for overhead hoists and underhung cranes in general industry. Topics to be discussed include setup, operation, inspection, hazard identification and abatement methods. At the end of this course, students should have a basic understanding of the regulations and potential hazards related to the use of hoists or cranes.
Course Title: Personal Protective Equipment in the Construction Industry

Delivery: Classroom and Web

Language: English

Prerequisites: None

Description:
This course provides an overview of personal protective equipment in construction, 29 CFR 1926, Subpart E. Topics to be discussed include general provisions, hazard assessment, basic hazard categories, hazard sources and personal protective equipment (PPE). At the end of this course, students should have a basic understanding of regulatory requirements along with the selection, use and maintenance of PPE.
Course Title: Powered Industrial Trucks
Delivery: Classroom and Web
Language: English
Prerequisites: None

**Description:**
This course provides an overview of the Powered Industrial Trucks Standard, 29 CFR 1910.178. Topics to be discussed include minimum OSHA requirements, safe operation, operator training and evaluation, hazard identification, and abatement methods. At the end of the course, students should have a basic understanding of the regulatory requirements, hazard identification/correction and safe operation methods.
Course Title: Personal Protective Equipment in General Industry

Delivery: Classroom and Web

Language: English

Prerequisites: None

Description:
This course provides an overview of the Personal Protective Equipment Standard for general industry, 29 CFR 1910, Subpart I. Topics to be discussed include general requirements, personal protective equipment (PPE) essentials, new payment requirements, how to conduct a hazard assessment and description of basic hazard categories. At the end of this course, students should have a basic understanding of regulatory requirements along with the selection, use and maintenance of PPE.
Course Title: Process Safety Management

Delivery: Classroom and Web

Language: English

Prerequisites: None

Description:
This course provides an overview of Process Safety Management of Highly Hazardous Chemicals Standard, 29 CFR 1910.119. Topics to be discussed include regulatory requirements, flow diagrams, hazard analysis, elements of a process safety management program and emergency planning. At the end of the course, students should have a basic understanding of process safety management applicability, program elements and regulatory requirements.
Course Title: Recordkeeping and Reporting

Delivery: Classroom and Web

Language: English

Prerequisites: None

Description:
This course provides an overview of recording and reporting occupational injuries and illnesses, 29 CFR 1904. Topics to be discussed include who must comply, criteria for recording, other recordkeeping issues and a review of associated forms. At the end of this course, students should have a basic understanding of regulatory requirements including recordability determination with proper completion, posting and retention of injury and illness documents.

Note: The web course is one hour in length and does not provide a hands-on portion. Classroom sessions are two hours in length, which gives attendees the opportunity to practice work place incident assessments and completion of “OSHA 300 Logs.”
Course Title: **Respiratory Protection**

Delivery: Classroom and Web

Language: English

Prerequisites: None

**Description:**

This course provides an overview of the Respiratory Protection Standard, 29 CFR 1910.134. Topics to be discussed include the written respiratory protection program, respirator selection and respirator types, medical evaluations, fit testing, use and maintenance, training, and recordkeeping requirements. At the end of this course, students should have a basic understanding of regulatory requirements along with all elements of a respirator program.

**Note:** 29 CFR 1926.103 has the same requirements as 29 CFR 1910.134.
Course Title: Rollover Protective Structures; Overhead Protection

Delivery: Classroom and Web

Language: English

Prerequisites: None

Description:
This course provides an overview of the Rollover Protective Structures; Overhead Protection Standard (29 CFR 1926, Subpart W). This course applies to all rubber-tired self-propelled scrapers, rubber-tired front-end loaders, rubber-tired dozers, wheel-type agricultural and industrial tractors, crawler tractors, crawler-type loaders, and motor graders with or without attachments. Topics to be discussed include compliance requirements, ROPS defined, remounting ROPS, labeling, protective frames, overhead protection and test procedures. At the end of this course, students should have a basic understanding of compliance requirements for ROPS and overhead protection.
Course Title: Safety and Health Programs and Committees

Delivery: Classroom and Web

Language: English

Prerequisites: None

Description:
This course provides an overview of safety and health programs and committees. Topics to be discussed include effective program elements, committee requirements and required programs. Effective program elements will cover the Four-Point Program, management commitment and employee involvement, worksite analysis, hazard prevention and control, and training. At the end of this course, students should have a basic understanding of safety and health programs and committees.
Course Title: **Sawmills**

Delivery: Classroom and Web

Language: English

Prerequisites: None

**Description:**
This course provides an overview of sawmills, 29 CFR 1910.265. Topics to be discussed include the OSHA sawmill standard, identifying hazards (in building, log handling, sorting and storage facilities) and abating hazards. At the end of this course, students should have a basic understanding of the regulations and potential hazards associated with sawmills.
Course Title: **Scaffolds**

Delivery: Classroom and Web

Language: English

Prerequisites: None

**Description:**
This course provides an overview of the Scaffolds Standard, 29 CFR 1926, Subpart L. Topics to be discussed include OSHA’s minimum requirements, safe design, setup, use, hazard identification and abatement methods. At the end of this course, students should have a basic understanding of regulatory requirements along with the ability to determine proper scaffold selection, setup and use.
Course Title: Stairways and Ladders

Delivery: Classroom and Web

Language: English

Prerequisites: None

**Description:**
This course provides an overview of the Stairways and Ladders Standard, 29 CFR 1926, Subpart X. Topics to be discussed include scope, general requirements for stairways and ladders, training requirements, and non-mandatory Appendix A. At the end of the course, students should have a basic understanding of regulatory requirements, stairway components, ladder use and hazard recognition.
Course Title:  **Steel Erection**  
Delivery:  Classroom and Web  
Language:  English  
Prerequisites:  None  

**Description:**
This course provides an overview of the Steel Erection Standard, 29 CFR 1926, Subpart R. Topics to be discussed include the regulatory requirements, site layout, hoisting, rigging, structural stability, walking and working surfaces, metal decking, steel joists, fall protection, and training. At the end of the course, students should have a basic understanding of the regulatory requirements and safe work practices for steel erection.
Course Title: Storage of Flammable and Combustible Liquids

Delivery: Classroom and Web

Language: English

Prerequisites: None

Description:
This course provides an overview of the Flammable and Combustible Liquids Standard, 29 CFR 1910.106. Topics to be discussed include regulatory requirements, the fire tetrahedron, flash point, flammable and combustible liquid characteristics, and the safe use, storage and transfer of these types of liquids. At the end of the course, students should have a basic understanding of the regulatory requirements, the hazards associated with flammables and combustible liquids, and how to recognize proper storage and containment of these materials.
Course Title: Struck By/Caught Between
Delivery: Classroom and Web
Language: English
Prerequisites: None

Description:
This course provides an overview of "struck by/caught in" hazards in the construction industry with an emphasis on trenching and excavation hazards. Topics to be discussed include the types of “caught in” hazards, the mechanics of a trench collapse, how to control “caught in” hazards and finally examples of “struck by” hazards (related to vehicles and mechanized equipment, cranes, powered industrial trucks, flying objects, concrete and masonry, powder actuated tools, power operated hand tools, falling structures in construction). At the end of this course, students should have a basic understanding of “struck by/caught in” accidents, accident causes and safe work practices. This understanding combined with safe behavior helps reduce these type hazards and potential accidents.
Course Title:  **Tools – Hand and Power (General Industry)**

Delivery:  Classroom and Web

Language:  English

Prerequisites:  None

**Description:**

This course provides an overview of the standard for hand and power tools, 29 CFR 1910, Subpart P. Topics to be discussed include regulatory requirements, hazards, guarding, proper use, switches and safe work practices for tools used in general industry. At the end of the course, students should have a basic understanding of general requirements, proper tool use and design and abatement methods.
Course Title: Tools – Hand and Power (29 CFR 1926)
Delivery: Classroom and Web
Language: English
Prerequisites: None

Description:
This course provides an overview of the standard for hand and power tools, 29 CFR 1926, Subpart I. Topics to be discussed include regulatory requirements, safe design, use, hazard identification and abatement methods for tools used in the construction industry. At the end of the course, students should have a basic understanding of the standard’s requirements, proper tool use, design and safe maintenance.
Course Title: Top Four Hazards in the Construction Industry

Delivery: Classroom and Web

Language: English

Prerequisites: None

Description:
This course provides an overview of the “Top Four” construction industry hazards (falls, electrical, struck by and caught between). Topics to be discussed include “Top Four” examples, regulatory requirements, safe work practices, fall protection methods and plans, electrical hazards, trenching and excavation, equipment and tools, materials handling, rigging, and motor vehicles. At the end of this course, students should have an understanding of the requirements pertaining to the “Top Four,” be able to provide specific related examples, and understand how to eliminate either the hazard or exposure to the hazard.

Falls
Electrical
Struck By
Caught Between
Course Title: **Top Ten Most Frequently Cited Serious Violations (Agricultural Industry)**

Delivery: Classroom and Web

Language: English

Prerequisites: None

**Description:**
This course provides an overview of the “Top Ten” serious violations in agriculture. Topics to be discussed include the presentation of the “Top Ten” violations, the related compliance requirements and how to apply the “Top Ten” to an agricultural site. At the end of this course, students should have an understanding of the requirements pertaining to the “Top Ten,” be able to provide specific related examples, and understand how to eliminate either the hazard or exposure to the hazard.
Course Title: Top Ten Most Frequently Cited Serious Violations (Arboriculture)

Delivery: Classroom and Web

Language: English

Prerequisites: None

Description:
This course provides an overview of the “Top Ten” serious violations in arboriculture. Topics to be discussed include the presentation of the “Top Ten” violations, the related compliance requirements and how to apply the “Top Ten” to arboriculture. At the end of this course, students should have an understanding of the requirements pertaining to the “Top Ten,” be able to provide specific related examples, and understand how to eliminate either the hazard or exposure to the hazard.
Course Title: Top Ten Most Frequently Cited Serious Violations (Construction Industry)

Delivery: Classroom and Web

Language: English

Prerequisites: None

Description:
This course provides an overview of the “Top Ten” most frequently cited serious violations in the construction industry. The “Top Ten” most frequently cited serious construction industry violations will be discussed, understood and illustrated. At the end of this course, students should have a basic understanding of the “Top Ten” in order to relate these violations to their own work environment. Elimination of these hazards in construction sites will provide a safer and healthier work environment than before.
Course Title: Top Ten Most Frequently Cited Serious Violations (Food Manufacturing)

Delivery: Classroom and Web

Language: English

Prerequisites: None

Description:
This course provides an overview of the “Top Ten” serious violations in the food manufacturing industry. Topics to be discussed include the presentation of the “Top Ten” violations, the related compliance requirements and how to apply the “Top Ten” to food manufacturing facilities. At the end of this course, students should have an understanding of the requirements pertaining to the “Top Ten,” be able to provide specific related examples, and understand how to eliminate either the hazard or exposure to the hazard.
Course Title: **Top Ten Most Frequently Cited Serious Violations (General Industry)**

Delivery: Classroom and Web

Language: English

Prerequisites: None

**Description:**
This course provides an overview of the “Top Ten” most frequently cited serious violations in general industry. The “Top Ten” most frequently cited serious general industry violations will be discussed, understood and illustrated. At the end of this course, students should have a basic understanding of the “Top Ten” in order to relate these hazards to their own workplaces. Elimination of these common hazards in the workplace will provide a much safer work environment than before.
Course Title: Top Ten Most Frequently Cited Serious Violations (Logging Operations)

Delivery: Classroom and Web

Language: English

Prerequisites: None

Description:
This course provides an overview of the “Top Ten” serious violations in the logging industry. Topics to be discussed include the presentation of the “Top Ten” violations, the related compliance requirements and how to apply the “Top Ten” to a particular logging site. At the end of this course, students should have an understanding of the requirements pertaining to the “Top Ten,” be able to provide specific related examples, and understand how to eliminate either the hazard or exposure to the hazard.
Course Title: **Top Ten Most Frequently Cited Serious Violations (Public Sector)**

Delivery: Classroom and Web

Language: English

Prerequisites: None

**Description:**
This course provides an overview of the “Top Ten” most frequently cited serious violations in the public sector. The “Top Ten” most frequently cited serious violations will be discussed, understood and illustrated. At the end of this course, students should have a basic understanding of the “Top Ten” in order to relate these violations to their own workplaces. Elimination of these common hazards in the workplace will provide a much safer work environment than before.
Course Title: **Toxic and Hazardous Substances**

Delivery: Classroom and Web

Language: English

Prerequisites: None

**Description:**
This course provides a toxic and hazardous substances overview, 29 CFR 1910, Subpart Z. Topics to be discussed include chemical hazard identification, definition of permissible exposure limit (PEL) and other exposure acronyms, toxicology information, combined chemical effects, and biological exposure indices. At the end of the course, students should have a basic understanding of industrial hygiene, chemical exposure terms and hazard recognition.
**Course Title:** Trainer Course in OSHA Standards for Construction NC 500

**Delivery:** Classroom

**Language:** English

**Prerequisites:** The NC 510 (OSH 30-Hour Construction Industry Awareness Course) or the OTI 510 course and five years of construction safety experience. These courses must have been completed within the past five years. A college degree in occupational safety and health, a Certified Safety Professional (CSP) or Certified Industrial Hygienist (CIH), in the applicable training area may be substituted for two years of experience.

**Note:** Students in Course NC 500 who wish to participate as authorized trainers in the Outreach Program must present a safety topic and successfully pass a written exam at the end of the course. Outreach trainers are required to attend Course NC 502 at least once every four years to maintain their trainer status.

**Description:**

This course is designed for personnel in the public sector and for industries that are identified under the North Carolina Special Emphasis Program who are interested in teaching the 10- and 30-hour construction safety and health outreach program to their employees and other interested groups. Special emphasis is place on those topics that are required in the 10- and 30-hour program as well as on those that are most hazardous, using OSHA standards as a guide. Course participants are briefed on effective instructional approaches and the effective use of visual aids and handouts. This course allows the student to become a trainer in the Outreach Program and to conduct both a 10- and 30-hour construction safety and health course and to issue cards to participants verifying course completion.

North Carolina Special Emphasis Program includes:

- Construction
- Food Manufacturing
- Wood Products
- Long Term Care
- Logging and Arboriculture
Course Title: Trainer Course in OSHA Standards for General Industry NC 501

Delivery: Classroom

Language: English

Prerequisites: The NC 511 (OSH 30-Hour General Industry Awareness Course) or the OTI 511 and five years of general industry safety experience. These courses must have been completed within the past five years. A college degree in occupational safety and health, a Certified Safety Professional (CSP) or Certified Industrial Hygienist (CIH), in the applicable training area may be substituted for two years of experience.

Note: Students in Course NC 501 who wish to participate as authorized trainers in the Outreach Program must present a safety topic and successfully pass a written exam at the end of the course. Outreach trainers are required to attend Course NC 503 at least once every four years to maintain their trainer status.

Description:

This course is designed for personnel in the public sector and for industries that are identified under the North Carolina Special Emphasis Program who are interested in teaching the 10- and 30-hour general industry safety and health outreach program to their employees and other interested groups. Special emphasis is placed on those topics that are required in the 10- and 30-hour program as well as on those that are the most hazardous, using OSHA standards as a guide. Course participants are briefed on effective instructional approaches and the effective use of visual aids and handouts. This course allows the student to become a trainer in the Outreach Program and to conduct both a 10- and 30-hour general industry safety and health course and to issue cards to participants verifying course completion.

North Carolina Special Emphasis Program includes:
- Construction
- Food Manufacturing
- Wood Products
- Long Term Care
- Logging and Arboriculture
Course Title: Understanding the OSH Inspection Process
Delivery: Classroom and Web
Language: English
Prerequisites: None

Description:
This course provides an overview of the OSH inspection process. Topics to be discussed include types of inspections, inspection triggers and procedures, employer and employee rights and responsibilities, and post-inspection activities. At the end of this course, students should have a basic understanding of the inspection process, elements and procedures.
Course Title: **Update for the Construction Industry Outreach Trainers NC 502**

Delivery: Classroom

Language: English

Prerequisites: Current NC 500 Trainer Status

**Description:**
This workshop is designed for personnel in the public and private sector who have completed the NC 500 Trainer Course in Occupational Safety and Health Standards for the construction industry and who are active trainers in the outreach program. It provides an update on topics relating to OSHA construction standards, policies and regulations. Construction industry outreach trainers are required to attend this course once every four years to maintain trainer status.

**Note:** The NC 500 student must bring his/her current trainer’s card for validation. If your card has expired, you must retake NC 500.
Course Title: **Update for the General Industry Outreach Trainers NC 503**

Delivery: Classroom

Language: English

Prerequisites: Current NC 501 Trainer Status

**Description:**

This workshop is designed for public and private sector personnel who have completed the NC 501 General Industry Outreach Trainer Workshop and are active trainers in the outreach programs. This workshop is required every four years to maintain status as a General Industry outreach trainer. It is designed to focus on recent changes in general industry standards with regard to the most common hazards and violations.

**Note:** The NC 501 student must bring his/her current trainer's card for validation. If your card has expired, you must retake NC 501.
Course Title:  Walking-Working Surfaces

Delivery:  Classroom and Web

Language:  English

Prerequisites:  None

Description:
This course provides an overview of the Walking-Working Surfaces Standard, 29 CFR 1910, Subpart D. Topics to be discussed include hazards, general requirements, guarding openings and holes, stairways, ladders, scaffolds, and other working surfaces. At the end of this course, students should have a basic understanding of regulatory requirements related to walking and working surfaces, and engineering methods to minimize and prevent fall hazards.
Course Title: Welding and Cutting (General Industry)

Delivery: Classroom and Web

Language: English

Prerequisites: None

Description:
This course provides an overview of the standard for welding and cutting in general industry, 29 CFR 1910, Subpart Q. Topics to be discussed include welding fire hazards, selection of welding eye protection, management’s responsibility, general requirements, oxygen-fuel gas welding and arc welding. At the end of this course, students should have a basic understanding of regulatory requirements related to “hot work,” personal protective equipment and safe work practices to prevent “hot work” accidents.
Course Title:  **Welding and Cutting (Construction Industry)**

Delivery:  Classroom and Web

Language:  English

Prerequisites:  None

**Description:**
This course provides an overview of the Welding and Cutting Standard for construction, 29 CFR 1926, Subpart J. Topics to be discussed include regulatory requirements for gas welding and cutting, arc welding and cutting, fire prevention, ventilation, protection, safe work practices, hazard identification, and abatement methods. At the end of this course, students should have a basic understanding of regulatory requirements related to “hot work,” personal protective equipment and safe work practices to prevent “hot work” accidents.
Course Title: Work Zone Safety
Delivery: Classroom and Web
Language: English
Prerequisites: None

Description:
This course provides an overview of work zone safety. Topics to be discussed include work zone identification and elements, Manual on Uniform Traffic Control Devices (MUTCD), OSH standards, control zones and measures, flagger safety and employer and employee responsibilities. At the end of this course, students should have a basic understanding of compliance requirements and safe work practices to minimize the occurrence of work zone accidents.
### Additional Information

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<thead>
<tr>
<th>Contacts</th>
<th>Phone Number</th>
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</thead>
<tbody>
<tr>
<td>Marcy Collyer, ETTA Training Supervisor:</td>
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<tr>
<td>NCDOL Education, Training and Technical Assistance:</td>
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<td>NCDOL Consultative Services:</td>
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<tr>
<td>NCDOL Library:</td>
<td>(919) 807-2850</td>
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**Internet Resources – [www.nclabor.com](http://www.nclabor.com)**

- Example Safety and Health Programs
- "Labor One" Mobile Classroom Information
- OSH Training Calendar
- Outreach Services Requests
- Publications
- Safety and Health Presentations
- Safety and Health Topics A-Z
- Safety and Health Video Resources
- Train-the-Trainer Program Information

Thanks for being our partner in improving your safety and health culture!