

GENERAL INDUSTRY OUTREACH TRAINING PROGRAM

BACKGROUND

The Occupational Safety and Health Administration's (OSHA) Outreach Training Program is a voluntary train-the-trainer training program through which OSHA authorizes trainers to teach construction and general industry occupational safety and health standards and policy. We have promoted workplace safety and health by authorizing trainers since 1971.

THE GENERAL INDUSTRY OUTREACH TRAINING PROGRAM

General industry ***outreach trainers (BRAD)*** are authorized to conduct 10- and 30-hour general industry outreach courses and ***receive OSHA course completion cards to issue to their students.*** To become an authorized trainer, you must complete Course #501, *Trainer Course in Occupational Safety and Health Standards for General Industry*. You must pass a final test to receive your trainer authorization.

OUTREACH TRAINING PROGRAM GUIDELINES

Training Topics. See the Designated Training Topics section for what you must cover in the 10- and 30-hour general industry classes. Because the objectives of the training are different, you may supplement, but not combine, the outreach program topics with training required in the OSHA standards. CPR and First Aid may only be supplementary topics.

Topic Length. ***We recommend you cover each course topic for an hour.*** At times, however, your audience may have limited exposure to a hazard and one-half hour is appropriate. ***One-half hour is the minimum you may spend on a topic.*** In the 10-hour class, don't cover any topic for more than four hours.

Classes Over a Period of Time. You may break classes into segments. Each segment must be at least one hour and ***the course must be completed within six months.***

10 + 20 Hours = 30. If a student you trained in the 10-hour course wants to take the 30-hour course at a later time, you may provide 20 more training hours and receive a 30-hour card for the trainee. The limitations are as follows:

- the same trainer must do all the training
- all the training must be completed, from start to finish, within six months

DESIGNATED TRAINING TOPICS
10-HOUR GENERAL INDUSTRY
OUTREACH TRAINING PROGRAM

The 10-hour program is intended to provide a variety of training on General Industry safety and health to entry level workers. **Of the topics listed below, four hours are mandatory and three hours must be chosen from the optional topic list provided.** For the remainder of the class, you may teach any other general industry standards or policies and/or expand on the required topics. The 10-hour classes are designed to be presented to workers, therefore they must emphasize hazard identification, avoidance, control and prevention, not OSHA standards

REQUIRED COURSE TOPICS

<p>① One Hour ✓ Introduction to OSHA, including: - OSH Act - General Duty Clause 5(a)(1) - Inspections, Citations, and Penalties (CFR Part 1903) - Recordkeeping (CFR Part 1904)</p>	<div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <p>Choose at least 3 topics - must add up to 3 hours: One-half to One Hour each</p> </div> <p>1/2 HR Flammable and Combustible Liquids, Subpart H ⑧</p>
<p>③ One Hour ✓ Walking and Working Surfaces, Subpart D</p>	<p>1/2 HR Personal Protective Equipment (PPE), Subpart I ⑦</p> <p>1/2 HR Machine Guarding, Subpart O ⑩</p>
<p>④ One Hour ✓ Exit Routes, Emergency Action Plans, Fire Prevention Plans, and Fire Protection, Subparts E & L</p>	<p>1 HR Hazard Communication, Subpart Z ✓ ②</p> <p>1/2 HR Introduction to Industrial Hygiene ⑪</p> <p>1/2 HR / Bloodborne Pathogens, and/or ⑫</p> <p>1/2 HR Ergonomics, Subpart Z ⑬</p>
<p>⑤ One Hour ✓ (2) w/ FILM Electrical, Subpart S</p>	<p>1/2 HR Safety and Health Programs ⑭</p> <p>1 HR LOCKOUT - TAGOUT (LOTO) ⑥</p>

1/2 HR POWERED INDUSTRIAL TRUCKS ⑨

Special Industry Recommendation:

- In addition to the four required hours, the groups noted below should also teach the following:
- **Medical / Health Care** - Introduction to Industrial Hygiene / Bloodborne Pathogens (2 hours), Ergonomics, PPE, Hazard Communication, and Workplace Violence (at least 1/2 hour)
 - **Maintenance** - Ergonomics, Hazard Communication, and (if applicable) Powered Industrial Trucks
 - **Utility** - Ergonomics, Power Generation, and Confined Spaces
 - **Office** - Ergonomics and Hazard Communication.

1	INTRODUCTION TO OSHA
2	HAZARD COMMUNICATION PLAN (EMPLOYEE RIGHT-TO-KNOW)
3	WALKING WORKING SURFACES
4	EXIT ROUTES & FIRE PROTECTION FIRE PREVENTION PLANS & EMERGENCY ACTION PLANS
5	ELECTRICAL
6	LOCKOUT – TAGOUT (LOTO)
7	PERSONAL PROTECTIVE EQUIPMENT (PPE)
8	HAZARDOUS MATERIALS (FLAMMABLE & COMBUSTIBLE LIQUIDS & COMPRESSED GASES)
9	MATERIALS HANDLING INCL. POWER INDUSTRIAL TRUCK
10	MACHINE GUARDING
11	INTRO TO INDUSTRIAL HYGIENE INCL. HEARING CONSERVATION
12	BLOODBORNE PATHOGENS
13	ERGONOMICS
14	SAFETY & HEALTH PROGRAMS
15	HANDOUTS & NOTES