

OSHA Safety & Health Courses 2016



OSHA courses and academic safety & health certificate programs cultivate knowledge, networks & friendships, educate the workforce and grow the roots of the safety profession. . . . **Branch out in 2016!**

Welcome to the OSHA Training Institute Education Center/Keene State College

The OSHA Training Institute (OTI) Education Center Program was initiated as an extension of the OSHA Training Institute, which is the primary training provider of the Occupational Safety and Health Administration (OSHA).

In October 1992, the OSHA Training Institute Education Center Program was created when OSHA began partnering with academic institutions to conduct OSHA Training Institute courses. Keene State College was authorized as an OSHA Training Institute Education Center in 1994, and has subsequently

been reauthorized every five years since 1994. The Center is a government non-funded cooperative program of the Directorate of Training & Education (OSHA) and Keene State College.

The overarching charge for the Education Centers is to support OSHA in their mission to reach more people through training and education, as it endeavors to promote workplace safety, reduce injury and illness, and ultimately save lives.

Celebrating 22 years as an OTIEC - 1994 to 2016.

Where Do I Find It?

Locations Around New England	1
OSHA Standards and OSHA Outreach Trainer Courses . .	2-5
How to Become an Outreach Trainer	6
OSHA Multi-Day Education	7-9
OSHA Short-Term Technical Courses	9-13
Professional Development	14-17
Conferences & Events	14
2015 Certificate Recipients	14
Certificate Programs	15-17
KSC Safety Education Center Courses	18-22
View Courses by Month 2016	23
Registration Information	24-25

OTIEC Region 1 open enrollment course tuitions include the most up-to-date course materials and resources, as well as lunch provided.

Open enrollment class hours are 8:00am-4:30pm daily unless otherwise specified on your course confirmation letter. Woburn, MA class hours are 7:30am-4:00pm. For 1/2 day courses see confirmation letter or call the OSHA Education Center for hours.

Bios of OTIEC Region 1 instructors/adjunct faculty can be viewed at www.OSHAedNE.com/instructors.

Special Government Employees. Keene State College's commitment to support OSHA Region 1 includes offering active SGEs who are "members in good standing," complementary tuition for OTIEC numbered courses (NCOS code). One complementary OSHA Training Institute Education Center (OTIEC) course tuition waiver per year is available pending approval by OSHA Region 1. Call 800.449.6742 for more details.

2015 OSHA Alliance Signing at Keene State College



Above (l-r): Dr. Rebecca Lytle KSC Dean of Professional and Graduate Studies, Kim Stille OSHA Region 1 Administrator, Dr. Walter Zakahi KSC Provost, Dr. Larry MacDonald Dept. Chair/Professor, Safety and Occupational Health Applied Sciences, Diane Malachowski Director of OTIEC Region 1

Initiated in 2009, the Alliance between the OSHA Education Center in New England and Region 1 OSHA is a collaborative initiative to foster safer and more healthful American workplaces through outreach and communication. This Alliance solidifies the commitment of OSHA Region 1 and Keene's OSHA Education Center to work together closely to provide information, guidance, and access to training resources that help protect the health and safety of workers, and to promote the reduction and prevention of workplace hazards. OSHA personnel often provide support by conducting Q&A in the OTI Education Center courses to add emphasis and clarification. Keene is proud of our renewed commitment, signed the 4th day of December 2015 by Kimberly Stille (OSHA Region 1 administrator) and Walter Zakahi (KSC Provost) at Keene State College Technology Design and Safety Center, Keene NH.

2016 Course Locations and Supporting Organizations in New England:

NEW HAMPSHIRE



Keene State College Technology, Design & Safety Center
229 Main St. • Keene, NH



OTIEC Region 1 at the Ammon Center
175 Ammon Dr. • Manchester NH

MAINE



AGC - Maine
138 Whitten Rd. • Augusta, ME



SafetyWorks, Maine Dept. of Labor
45 Commerce St. • Augusta, ME

CONNECTICUT



CT Construction Industries Assoc.
912 Silas Deane Hwy. • Wethersfield, CT



ConnOSHA
38 Wolcott Rd. • Wethersfield, CT



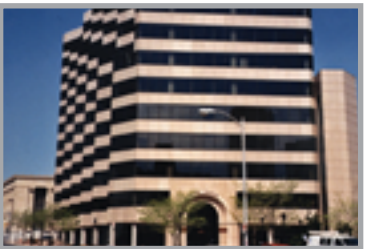
Mohegan Tribe Public Safety Bldg
49 Sandy Desert Rd. • Uncasville, CT



Mashantucket-Pequot Tribal Nation Public Safety Building
101 Pequot Trail • Mashantucket, CT

CONNECTICUT continued

MASSACHUSETTS



CT Business & Industry Assn (CBIA)
350 Church St. • Hartford, CT



Associated General Contractors - MA
888 Worcester St. • Wellesley, MA



Gould Construction Institute
100 Unicorn Park, Suite 2 • Woburn, MA



FSU - Center for Professional Studies
150B Main St. • Fitchburg, MA

2016 class locations (not pictured):

- Weston & Sampson**
225 New Boston St. • Woburn, MA
- TNEC/UMASS Lowell Training Center Wannalancit Office & Technology Center**
600 Suffolk St., 5th Floor. • Lowell, MA
- Safety Council of Western N.E.**
1000 Wilbraham Rd. • Springfield, MA
- Northeast Public Power Association (NEPPA) Training Center**
200 New Estate Rd. • Littleton, MA
- Environmental Compliance Services**
588 Silver St. • Agawam, MA
- Richard Alden Training Center**
7 Nippnap Trail • Millbury, MA
- Southern Maine Community College**
2 Fort Rd • South Portland, ME

RHODE ISLAND



Radisson Airport Hotel - Johnson & Wales
2081 Post Rd. • Warwick, RI



New England Institute of Technology
2480 Post Rd. • Warwick, RI

VERMONT



Windjammer Conference Center
1076 Williston Rd. • S. Burlington, VT

- United Technologies Center**
200 Hogan Rd. • Bangor, ME
- Safety & Health Council of Northern NE**
2 Whitney Rd., Ste 11 • Concord, NH

Construction Industry

OSHA 510: 4 Days | 2.6 CEUs | \$865

Course Section	Start Date	End Date	Location
NCOS-510-N4C	April 4, 2016	April 7, 2016	Manchester, NH
NCOS-510-N5C	May 9, 2016	May 12, 2016	S. Portland, ME
NCOS-510-N6C	June 20, 2016	June 23, 2016	Warwick, RI
NCOS-510-N7C	July 18, 2016	July 21, 2016	Manchester, NH
NCOS-510-N8C	Aug. 15, 2016	Aug. 18, 2016	Wethersfield, CT
NCOS-510-N9C	Sept. 6, 2016	Sept. 9, 2016	Wethersfield, CT
NCOS-510-N10C	Oct. 11, 2016	Oct. 14, 2016	Manchester, NH
NCOS-510-N11C	Nov. 14, 2016	Nov. 17, 2016	Woburn, MA
NCOS-510-N12C	Dec. 12, 2016	Dec. 15, 2016	Warwick, RI



510 Occupational Safety and Health Standards for Construction

Course Description: This course is an excellent construction standards survey course for individuals seeking up to date knowledge of OSHA policies, procedures and standards, as well as construction safety and health principles. Topics include the scope and application of the OSHA construction standards. Special emphasis is placed on those areas that are the most hazardous, using OSHA standards as a guide. Each student receives a current Code of Federal Regulations 1926 and materials related to the curriculum. Upon completion of the hourly and course requirements, the participant receives a certificate verifying course completion. OSHA 510 is also one of the prerequisite requirements for attendance at the OSHA 500 Construction Outreach Trainer Course.

OSHA 500: 4 Days | 2.6 CEUs | \$895

Course Section	Start Date	End Date	Location
NCOS-500-N3C	March 14, 2016	March 17, 2016	Littleton, MA
NCOS-500-N4C	April 18, 2016	April 21, 2016	Manchester, NH
NCOS-500-N5C	May 23, 2016	May 26, 2016	Augusta, ME
NCOS-500-N6C	June 27, 2016	June 30, 2016	Warwick, RI
NCOS-500-N7C	July 25, 2016	July 28, 2016	Manchester, NH
NCOS-500-N8C	Aug. 29, 2016	Sept. 1, 2016	Wethersfield, CT
NCOS-500-N9C	Sept. 19, 2016	Sept. 22, 2016	Woburn, MA
NCOS-500-N10C	Oct. 17, 2016	Oct. 20, 2016	Manchester, NH
NCOS-500-N110C	Nov. 14, 2016	Nov. 17, 2016	Wethersfield, CT
NCOS-500-N11C	Nov. 29, 2016	Dec. 2, 2016	Wellesley, MA

***Prerequisites:** OSHA #510 Occupational Safety and Health Standards for the Construction Industry course and five years of construction safety experience. A college degree in occupational safety and health, a Certified Safety Professional (CSP) or Certified Industrial Hygienist (CIH) designation in the applicable training area may be substituted for two years of experience with proper documentation. Registration is not permitted without approval.



500* Trainer Course in Occupational Safety and Health Standards for Construction

Course Description: This course is designed for those interested in teaching the 10- and 30-hour construction 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 programs 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 construction safety and health course and to issue cards to participants verifying course completion.

NOTE: Students in Course 500 who wish to participate as authorized trainers in the Outreach Program must prepare a presentation on an assigned OSHA construction Outreach topic and successfully pass a closed book written examination. Authorized Outreach Trainers are required to attend Course 502 at least once every four years to maintain their trainer status.

OSHA 502: 2.5 Days | 1.8 CEUs | \$795

Course Section	Start Date	End Date	Location
NCOS-502-N3C	March 14, 2016	March 16, 2016	Wethersfield, CT
NCOS-502-N4C	April 4, 2016	April 6, 2016	Wellesley, MA
NCOS-502-N5C	May 11, 2016	May 13, 2016	Warwick, RI
NCOS-502-N6C	June 8, 2016	June 10, 2016	Hartford, CT
NCOS-502-N60C	June 27, 2016	June 29, 2016	Augusta, ME
NCOS-502-N7C	July 20, 2016	July 22, 2016	Manchester, NH
NCOS-502-N8C	Aug. 23, 2016	Aug. 25, 3016	Wellesley, MA
NCOS-502-N9C	Sept. 19, 2016	Sept. 21, 3016	Manchester, NH
NCOS-502-N10C	Oct. 19, 2016	Oct. 21, 3016	Mashantucket, CT
NCOS-502-N11C	Nov. 9, 2016	Nov. 11, 3016	Manchester, NH
NCOS-502-N12C	Dec. 19, 2016	Dec. 21, 3016	Woburn, MA

Prerequisite: Course 500/502

NOTE: Update Course registrants MUST include a front/back copy of their current Authorized Outreach Trainer card with their registration.



502 Update for Construction Industry Outreach Trainers

Course Description: This course is the update required every four (4) years for OSHA Authorized Construction Outreach Trainers in order to remain an outreach trainer. If your card has expired more than 90 days, you must retake the OSHA 500 course, examination and performance critique to be reauthorized. Restrictions on length of expiration apply. This trainer update provides professional development opportunity and education on new construction standards, Outreach Training Program Requirements and policies, provides a general overview of construction safety and best practices, training material resources, techniques used by other outreach trainers, and how to excel in conducting training on jobsite hazards. It is a training techniques focused program. A presentation on an assigned topic is required to successfully complete the course and be reauthorized as a Construction Outreach Trainer.

NOTE: Students registering for this course must provide a copy of their current OSHA Construction Outreach Trainer card (front and back copy) to be enrolled in this course.

General Industry

511 Occupational Safety and Health Standards for General Industry

Course Description: This course is an excellent general industry standards survey course for individuals seeking up to date knowledge of OSHA policies, procedures and standards, as well as general industry safety and health principles. Topics include the scope and application of the OSHA general industry standards. Special emphasis is placed on those areas that are the most hazardous, using OSHA standards as a guide. Each student receives a current Code of Federal Regulations 1910 and materials related to the curriculum. Upon completion of the hourly and course requirements, the participant receives a certificate verifying course completion. OSHA 511 is also one of the prerequisite requirements for attendance at the OSHA 501 General Industry Outreach Trainer Course.

OSHA 511:		4 Days 2.6 CEUs \$865	
Course Section	Start Date	End Date	Location
NCOS-511-N3C	March 28, 2016	March 31, 2016	Uncasville, CT
NCOS-511-N4C	April 18, 2016	April 21, 2016	Concord, NH
NCOS-511-N5C	May 23, 2016	May 26, 2016	Warwick, RI
NCOS-511-N6C	June 6, 2016	June 9, 2016	Bangor, ME
NCOS-511-N7C	July 11, 2016	July 14, 2016	Burlington, VT
NCOS-511-N8C	Aug. 15, 2016	Aug. 18, 2016	Springfield, MA
NCOS-511-N9C	Sept. 13, 2016	Sept. 16, 2016	Mashantucket, CT
NCOS-511-N10C	Oct. 11, 2016	Oct. 14, 2016	Manchester, NH
NCOS-511-N11C	Nov. 14, 2016	Nov. 17, 2016	Warwick, RI

GI M

501* Trainer Course in Occupational Safety and Health Standards for General Industry

Course Description: This course is designed for those interested in teaching the 10-hour and 30-hour general industry safety and health outreach programs to their employees and other interested groups. Special emphasis is placed on those topics required in the 10-hour and 30-hour programs, 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 use of visual aids and handouts. This course allows the student to become a trainer in the Outreach Training Program and to conduct both 10-hour and 30-hour general industry safety and health outreach courses and to issue cards to participants verifying course completion.

NOTE: Students in Course 501 who wish to participate as authorized trainers in the OSHA Outreach Training Program must prepare a presentation on an assigned OSHA General Industry topic and pass a closed book examination. Authorized OSHA Outreach Trainers are required to attend Course 503 at least once every four (4) years to maintain their outreach program trainer status.

OSHA 501:		4 Days 2.6 CEUs \$895	
Course Section	Start Date	End Date	Location
NCOS-501-N4C	April 25, 2016	April 28, 2016	Uncasville, CT
NCOS-501-N6C	June 20, 2016	June 23, 2016	Bangor, ME
NCOS-501-N7C	July 25, 2016	July 28, 2016	Manchester, NH
NCOS-501-N9C	Sept. 26, 2016	Sept. 29, 2016	Mashantucket, CT
NCOS-501-N11C	Nov. 1, 2016	Nov. 4, 2016	Manchester, NH
NCOS-501-N12C	Dec. 19, 2016	Dec. 22, 2016	Springfield, MA

***Prerequisites:** OSHA #511 Occupational Safety and Health Standards for General Industry course and five years of general industry safety experience. A college degree in occupational safety and health, a Certified Safety Professional (CSP) or Certified Industrial Hygienist (CIH) designation in the applicable training area may be substituted for two years of experience with proper documentation. Registration is not permitted without approval.



503 Update for General Industry Outreach Trainers

Course Description: This course is the update required every four (4) years for OSHA Authorized General Industry Outreach Trainers in order to remain an outreach trainer. If your card has expired more than 90 days, you must retake the OSHA 501 course, examination and performance critique to be reauthorized. Restrictions on length of expiration apply.

This training update provides professional development opportunity and education on new general industry standards, Outreach Training Program Requirements and policies, provides a general overview of safety and best work practices, training material resources, techniques used by other outreach trainers, and how to excel in conducting training on job site hazards. It is a training techniques focused program. A presentation on an assigned topic is required to successfully complete the course and be reauthorized as a General Industry Outreach Trainer.

NOTE: Students registering for this course must provide a copy of their current OSHA General Industry Outreach Trainer card (front and back copy) to be enrolled in this course.

OSHA 503:		2.5 Days 1.8 CEUs \$795	
Course Section	Start Date	End Date	Location
NCOS-503-N3C	March 21, 2016	March 23, 2016	Hartford, CT
NCOS-503-N4C	April 6, 2016	April 8, 2016	Agawam, MA
NCOS-503-N50C	May 9, 2016	May 11, 2016	Warwick, RI
NCOS-503-N5C	May 17, 2016	May 19, 2016	Augusta, ME
NCOS-503-N6C	June 6, 2016	June 8, 2016	Hartford, CT
NCOS-503-N7C	July 18, 2016	July 20, 2016	Manchester, NH
NCOS-503-N8C	Aug. 29, 2016	Aug. 31, 2016	Fitchburg, MA
NCOS-503-N10C	Oct. 17, 2016	Oct. 19, 2016	Mashantucket CT
NCOS-503-N11C	Nov. 28, 2016	Nov. 30, 2016	Manchester, NH

Prerequisites: Course 501/503.



NOTE: Update Course registrants MUST include a front/back copy of their current Authorized Outreach Trainer card with their registration.

***Registration information for Trainers:** OSHA Outreach Trainer course registration must include a copy of the corresponding OSHA standards certificate of completion and the Prerequisite Verification Form demonstrating knowledge of the discipline specific OSHA standards according to instructions. The documents will be reviewed and the applicant will be informed of the outcome prior to the course start date.

Pre-registration required. Class hours are 8:00am-4:30pm daily unless otherwise specified on your course confirmation letter. Woburn, MA class hours are 7:30am-4:00pm.

Maritime Industry

OSHA 5410: 5 Days | 3.5 CEUs

On-Site Training: On-site training provides a flexible schedule - convenient & affordable, customized training, and location of your choice. Visit OSHAedNE.com/group to access a Contract Request Form or contact the OSHA Education Center 800-449-6742



5410 OSHA Standards for the Maritime Industry

Course Description: The Maritime Standards Course is designed for people working in the Maritime Industry who want to learn more about workplace safety and health hazard recognition and control. Special emphasis has been placed on areas in the Maritime Industry that are the most hazardous, using the OSHA 29 CFR 1915, 1917 and 1918 Standards as a resource. Upon completion of this course, participants will be able to define Maritime terms found in the OSHA Maritime Standards, identify hazards that occur in the Maritime Industry, locate OSHA Maritime Safety and Health Standards, policies and procedures, and describe the use of the Maritime Standards and Regulations to supplement an on-going safety and health program. Given OSHA standards and current industry information, participants will be able to demonstrate ability to interpret federal standards for the maritime industry – Shipyard, Marine Terminals, and Longshoring. Successful completion of the Maritime Standards course meets a portion of the prerequisite requirements for attending OSHA 5400 Trainer Course.

OSHA 5400: 4 Days | 2.6 CEUs | \$895

Course Section	Start Date	End Date	Location
NCOS-5400-N4C	April 11, 2016	April 14, 2016	Manchester, NH

***Prerequisites:** OSHA #5410 Occupational Safety and Health Standards for the Maritime Industry Course and three years of maritime safety experience. Additional requirements include 2 years of occupational safety and health experience (with a broad focus) in any industry; a college degree in occupational safety and health, from an accredited college or university; an Associate Safety Professional (ASP), Certified Safety Professional (CSP), Certified Industrial Hygienist (CIH) or Certified Marine Chemist (CMC) designation. Registration is not permitted without approval.



5400* Trainer Course in OSHA Standards for the Maritime Industry

Course Description: This course is designed for those interested in teaching the 10- and 30-hour maritime safety and health hazards outreach programs to their employees and other interested groups. Special emphasis is placed on those topics that are required in the 10- and 30-hour Outreach courses 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 effectual use of visual aids and hand-outs. This course allows the student to become a trainer in the Outreach program and to conduct 10- and 30-hour maritime outreach classes in Shipyard Employment, Marine Terminals, and Longshoring, and to issue D.O.L. Outreach cards to participants verifying course completion. Course manual and Maritime CFR included in tuition.

NOTE: Students in Course 5400 who wish to participate as authorized trainers in the OSHA Outreach Training Program must prepare a presentation on an assigned OSHA Maritime topic and pass a closed book examination. Authorized OSHA Outreach Trainers are required to attend Course 5402 at least once every four (4) years to maintain their outreach program trainer status.

OSHA 5402: 2.5 Days | 1.8 CEUs | \$795

Course Section	Start Date	End Date	Location
NCOS-5402-N4C	April 12, 2016	April 14, 2016	Manchester, NH

Prerequisites: Course 5400/5402 every 4 years

NOTE: Update Course registrants MUST include a front/back copy of their current Authorized Outreach Trainer card with their registration.



5402 Update for Maritime Industry Outreach Trainers

Course Description: This course is the update required every four years for all OSHA authorized Outreach Trainers for the Maritime Industry. Training provides timely information on OSHA Maritime Industry standards, policies, and regulations. Upon successful completion of hourly and course requirements, reauthorized Maritime Outreach Trainers receive a certificate and updated Department of Labor Maritime Trainer card. Maritime industry voluntary compliance outreach trainers must take this update every four years.

Disaster Site Worker



5600 Disaster Site Worker Train-the-Trainer

2.4 CEUs, TCH, 4.01 CM | 4 Days | \$895

Course Section	Start Date	End Date	Location
NCOS-5600-N5C	May 2, 2016	May 5, 2016	Lowell, MA

Prerequisites: OSHA #500 Trainer Course in Occupational Safety and Health for the Construction Industry or OSHA #501 Trainer Course in Occupational Safety and Health for General Industry, three years of safety training experience and completion of the 40-hour HAZWOPER COURSE. Registration is not permitted without approval.

Course Description: The Disaster Site Worker Train-the-Trainer Course prepares experienced trainers to present OSHA's 15-hour Disaster Site Worker Course. Trainers for this course need to be able to apply the elements of successful adult training methods, along with specific knowledge, skills, and attitudes toward safety and health hazards and standards at natural and man-made disaster sites. Trainers are given the opportunity to practice knowledge, skills, and attitudes through discussion, planned exercises, demonstrations, and presentations. Participants receive lesson plans and training materials for the Disaster Site Worker Course as well as information on training techniques and resources. Trainers will be expected to present a selected portion of the Disaster Site Worker Course and to use a "presentation critique" sheet to evaluate other presenters. This course allows the student to become a trainer in the Outreach Program and to conduct the 15-hour Disaster Site Worker Course and issue cards to participants verifying course completion.

7600 Disaster Site Worker Training

2 Days | 1.5 CEUs, 2.67 CM | On-Site Only

Prerequisites: Completion of the 10- or 30-hour OSHA Construction or General Industry Outreach Training Course.(Preferred, not required)

Course Description: This two day, 15-hour course is designed for personnel who provide skilled support services (e.g., utilities, demolition, debris removal, heavy equipment operation, governmental personnel other than Fire/Rescue/Law Enforcement, NGOs such as Red Cross and Salvation Army, etc.) or site clean-up services (including hazardous waste cleanup) in response to a disaster (hurricane, earthquake, wildfire, tornado, flood, tsunami, oil spill, terrorism, etc.). The goal of this course is to increase the participant's awareness of the safety and health hazards that may be encountered at a natural or human-caused disaster site. The importance of respiratory protection, other personal protective equipment, and proper decontamination procedures that may be used to mitigate the hazards will be emphasized. Participants will learn how they will support the use of an Incident Command System through the safe performance of their job responsibilities; develop an awareness of traumatic incident stress and the measures that can reduce this stress; and be trained to perform the following: inspection, care, and maintenance of an air-purifying respirator, donning and doffing an air-purifying respirator, and respirator seal check.

Pre-registration required. Class hours are 8:00am-4:30pm daily unless otherwise specified on your course confirmation letter. Woburn, MA class hours are 7:30am-4:00pm.



Authorized OSHA Outreach On-Line Training

We are pleased to offer access to AdvanceOnline Solutions, a preferred provider for OSHA Outreach online training.

Currently available:

- 10 & 30 hour Construction Online Outreach Training
- 10 hour General Industry Online Outreach Training

Earn an official DOL-OSHA outreach completion card

Access 10/30 hour training at OSHAedNE under "announcements"

10 & 30 hour OSHA Outreach Training

On-Site - Group Rates - Convenient

OTIEC Region 1 offers outreach training on-site at group rates. If an employer is interested in having qualified outreach instructor(s) conduct training at your workplace, please call OTIEC Region 1 at 800-449-6742.

The following outreach courses are available on-site:

- 10 and 30 hour Construction Industry Outreach Training Program
- 10 and 30 hour General Industry Outreach Training Program
- 10 and 30 hour Maritime Outreach Training

- Shipyard Employment
- Longshoring Operations
- Marine Terminals

7600 Disaster Site Work Training

About the Outreach Training Program: The OSHA Outreach Training Program teaches workers about their rights, employer (and employee) responsibilities, how to file a complaint as well as how to identify, abate, avoid and prevent job related hazards. OSHA authorizes safety and health professionals who complete an outreach trainer course to conduct occupational safety and health classes for workers. After training is completed, trainers document their training to their Authorizing Training Organization (Region 1 OTIEC), and receive student course completion cards to distribute to the workers they have trained.

The Outreach Training Program is voluntary. It does not meet the training requirements contained in any OSHA standard. Some states and local jurisdictions have enacted laws mandating outreach training. Some employers, unions, and various other jurisdictions also require workers to have their training to work on job sites and to fulfill their own safety training goals.

How to become an OSHA Outreach Trainer

Step 1:

OSHA Standards Course

The first step is to successfully complete the OSHA Standards course for the appropriate discipline (Construction 510, General Industry 511, Maritime 5410).

Visit our site OSHAedNE.com to find upcoming scheduled courses conveniently located near you.

Standards courses survey OSHA policies, procedures and standards, as well as safety and health principles. Special emphasis is placed on those areas that are the most hazardous, using OSHA standards as a guide. Each student receives a Code of Federal Regulations and materials related to the curriculum.

Step 2:

5 years of safety & health experience

Complete the Prerequisite Verification Form www.OSHAedNE.com/classroom

Complete the Prerequisite Verification Form documenting 5 years of safety and health experience* in the selected occupational safety and health discipline. Send the completed form, demonstrating working knowledge of the OSHA standards, to the OSHA Education Center along with the completed registration form and a copy of the OSHA Standards Certificate.

Note: A college degree in occupational safety and health, a Certified Safety Professional (CSP), or Certified Industrial Hygienist (CIH) designation may be substituted for two years of experience.

Your registration and associated documentation will be reviewed, and you will receive notice if your experience and knowledge of OSHA standards satisfy the Directorate of Training and Education /OSHA criteria to be approved to attend the Outreach Trainer course of your choice.

Step 3:

OSHA Outreach Trainer Course

Successfully complete the OSHA Trainer Course in Occupational Safety and Health Standards for appropriate discipline (Construction 500, General Industry 501, Maritime 5400).

Students in a trainer course must prepare a presentation on an assigned OSHA Outreach topic and successfully pass a closed book written examination.

The additional step for those who successfully become Outreach Trainer is a Trainer update every four years (Construction 502, General Industry 503, Maritime 5402). When registering for an update course, include a front and back copy of your current trainer card with the registration form.

NOTE: A trainer who fails to take an update prior to expiration has 90 days during which to still take the update course. During this time an expired trainer will be unable to teach. If the 90 day grace period from the expiration date has passed, an expired trainer must retake the appropriate full outreach trainer course.



Current trainers! Be aware of your expiration date. To remain an authorized outreach trainer, every 4 years you must complete the appropriate update course prior to expiration!

*** Five years of safety experience:** Person has knowledge of the OSHA standards gained by using them in their job for at least five years. They do not need to have devoted all of their time to safety and health, but safety and health was a part of their responsibilities.

OSHA Introduces NEW 10 & 30 Hour Outreach Cards More durable. More secure.

As of March 1, 2016, OSHA, in order to reduce fraud, improve efficiency and benefit workers, is introducing more durable and secure Outreach Training Program trainer and student course completion cards for construction, general industry, maritime, and disaster site worker at all OSHA Training Institute Education Centers in the U.S.

After February 29, completion cards will be made of a more durable card stock, like a credit card, with authorizing logos, a watermark when copied, and a QR code for authentication.

New card fees will be \$8 per card, and complementary card duplication and replacement is discontinued.

For questions regarding these changes, please contact us at 800-449-6742 or refer to www.osha.gov/dte/outreach.

Save \$\$\$ and Order CFRs and Safety Manuals through OTIEC Region 1



Order through the OSHA Education Center at a savings. For a book order form: OSHAedNE.com, 800.449.6742 or email OSHAed@keene.edu

OSHA Multi-Day Education



521 OSHA Guide to Industrial Hygiene

Course Description: This course addresses industrial hygiene practices and related OSHA regulations and procedures.

Topics include: permissible exposure limits, OSHA health standards, respiratory protection, engineering controls, hazard communication, OSHA sampling procedures and strategy, workplace health program elements, and other industrial hygiene topics. The course features workshops in health hazard recognition, OSHA health standards, and a safety and health program workshop. Basic IH instrumentation is demonstrated. A discussion of the services of the Industrial Hygiene Analytical Laboratory is included.

OSHA 521:	4 Days 2.6 CEUs \$865		
Course Section	Start Date	End Date	Location
NCOS-521-N4C	April 26, 2016	April 29, 2016	Fitchburg, MA
NCOS-521-N12C	Dec. 6, 2016	Dec. 9, 2016	Manchester, NH



2015 Hazardous Materials

Course Description: This course covers OSHA General Industry Standards and other consensus and proprietary standards that relate to the use of hazardous materials. Introductions to and overviews of Transitioning to Safer Chemicals and Process Safety Management (PSM) will assist in student integration of hazardous materials management concepts.

Course topics include flammable and combustible liquids, compressed gases, LP-gases, and cryogenic liquids. Related processes such as spraying and dipping, and use of electrical equipment in hazardous locations are also discussed. Upon course completion students will have the ability to assess compliance with OSHA hazardous materials standards and applicable Subparts, determine hazardous (classified) locations, and proper moving, storing, and handling of hazardous materials.

OSHA 2015:	4 Days 2.6 CEUs \$865		
Course Section	Start Date	End Date	Location
NCOS-2015-N5C	May 17, 2016	May 20, 2016	Manchester, NH
NCOS-2015-N11C	Nov. 15, 2016	Nov. 18, 2016	Mashantucket, CT



2045 Machinery & Machine Guarding Standards

Course Description: This course familiarizes the student with various types of common machinery and the related safety standards. Guidance is provided on the hazards associated with various kinds of machinery and the control of hazardous energy sources (lock out/tag out). The course presents an approach to machinery inspection that enables participants to recognize hazards and to provide options to achieve abatement. These hazards include mechanical motions and actions created by points of operation and other machinery processes.

NOTE: Personal protective equipment required for field trip (safety shoes, safety glasses, and clothing appropriate for field exercise.)

OSHA 2045:	4 Days 2.6 CEUs \$865		
Course Section	Start Date	End Date	Location
NCOS-2045-N5C	May 3, 2016	May 6, 2016	Augusta, ME
NCOS-2045-N10C	Oct. 3, 2016	Oct. 6, 2016	Warwick, RI



2055 Cranes in Construction

Course Description: This course covers the best practices in crane and derrick operation using the OSHA Cranes and Derricks in Construction Rule as a guide. Course topics include hazards associated with crane assembly and disassembly, types of cranes, lifting concepts, rigging and wire rope, signaling, employee qualifications and training, and maintenance, repair, and inspection requirements. Students will participate in workshops to reinforce concepts of safe crane operation. Upon course completion students will have the ability to identify the types of cranes and their components and attachments, determine safe operating conditions, and recognize common violations of OSHA Standards.

OSHA 2055:	3 Days 2.0 CEUs \$795		
Course Section	Start Date	End Date	Location
NCOS-2055-N5C	May 16, 2016	May 18, 2016	Keene, NH
NCOS-2055-N12C	Dec. 5, 2016	Dec. 7, 2016	Littleton, MA



2225 Respiratory Protection

Course Description: This course covers the requirements for the establishment, maintenance, and monitoring of a respiratory protection program. **Topics include:** terminology, OSHA Respiratory Protection Standards, NIOSH certification, respiratory protection programs, and medical evaluation requirements. Program highlights include workshops on respirator selection, qualitative and quantitative fit testing, and the use of respiratory protection and support equipment. Upon course completion students will have the ability to identify and describe the elements of a respiratory protection program, the proper selection, use, and inspection of respiratory protection, protection factors, and evaluate compliance with OSHA Standards.

OSHA 2225:	4 Days 2.6 CEUs \$865		
Course Section	Start Date	End Date	Location
NCOS-2225-N4C	April 18, 2016	April 21, 2016	Manchester, NH
NCOS-2225-N10C	Oct. 24, 2016	Oct. 27, 2016	Uncasville, CT



OSHA 2255:		3 Days 1.8 CEUs \$795	
Course Section	Start Date	End Date	Location
NCOS-2255-N3C	March 8, 2016	March 10, 2016	Mashantucket CT
NCOS-2255-N7C	July 25, 2016	July 27, 2016	Fitchburg, MA
NCOS-2255-N11C	Nov. 28, 2016	Nov. 30, 2016	Manchester, NH



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2255 Principles of Ergonomics

Course Description: This course covers use of ergonomic principles to recognize, evaluate, and control workplace conditions that cause or contribute to musculoskeletal and nerve disorders. Topics include work physiology, anthropometry, musculoskeletal disorders, use of video display terminals, and risk factors such as vibration, temperature, material handling, repetition and lifting and transfers in health care. Course emphasis is on industrial case studies covering analysis and design of workstations and equipment workshops in manual lifting, and current OSHA compliance policies. It will be useful to bring a calculator to class. Upon successful completion of this course, students will have the ability to recognize work-related musculoskeletal and nerve disorders, assess employer's ergonomic programs, and conduct ergonomic evaluations.

OSHA 2264:		4 Days 2.6 CEUs \$865	
Course Section	Start Date	End Date	Location
NCOS-2264-N6C	June 21, 2016	June 24, 2016	Woburn, MA
NCOS-2264-N10C	Oct. 18, 2016	Oct. 21, 2016	Manchester, NH



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2264 Permit Required Confined Space Entry

Course Description: Increase knowledge of hazards associated with permit-required confined space entry in general industry and construction. **Topics include:** OSHA standards for confined space entry, and the implementation in general industry 1910 and construction 1926, hazards associated with confined space entry, permits, procedures and written programs, roles and responsibilities of entrants, attendants and supervisors, personal protective equipment, ventilation and purging, calculations and techniques, appropriate atmospheric testing equipment and limitations, functional use, application of metering devices, and emergency procedures and confined space rescue requirements. Participants explore the use and limitations of explosion meters, oxygen meters and other test equipment, and learn the operation and calibration of gas monitoring equipment. This course includes confined space entry exercises and demonstrations. Expanded curriculum to include Subpart AA Confined Spaces in Construction.

OSHA 3015:		3.5 Days 2.0 CEUs \$865	
Course Section	Start Date	End Date	Location
NCOS-3015-N5C	May 23, 2016	May 26, 2016	Keene, NH
NCOS-3015-N9C	Sept. 26, 2016	Sept. 29, 2016	Wellesley, MA

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3015 Excavation, Trenching, & Soil Mechanics

Course Description: This course covers the OSHA Excavation standards and safety and health aspects of excavation and trenching. Course topics include practical soil mechanics and its relationship to the stability of shored and unshored slopes and walls of excavations, introduction of various types of shoring (wood timbers and hydraulic), soil classification, and use of protective systems. Testing methods are demonstrated and students participate in workshops in the use of instruments such as penetrometers, torvane shears, and engineering rods. Upon successful completion of this course, students will have the ability to assess employers' compliance with the OSHA Excavation standard, utilize soil testing methods to classify soil types, protective systems for excavation operations, and training requirements.

OSHA 3095:		4 Days 2.6 CEUs \$865	
Course Section	Start Date	End Date	Location
NCOS-3095-N3C	March 14, 2016	March 17, 2016	Manchester, NH
NCOS-3095-N5C	May 31, 2016	June 3, 2016	Keene, NH
NCOS-3095-N9C	Sept. 20, 2016	Sept. 23, 2016	Hartford, CT

C GI M

3095 Electrical Standards

Course Description: This course provides students with a survey of OSHA's electrical standards and hazards associated with electrical installations and equipment. Topics include single-phase and three-phase systems; cord-connected, plug-connected, and fixed equipment; grounding; ground fault circuit interrupters; and safety-related work practices. Emphasis is placed on electrical hazard recognition and OSHA policies and procedures. Students receive instruction on safe and correct use of their electrical testing equipment. This course provides information from the OSHA regulations, NFPA 70E® changes and updates, practical discussion, and demonstrations included. NFPA 70E® is a registered trademark of the National Fire Protection Association, Quincy, MA.

3115 Fall Protection

Course Description: OSHA's course on fall protection/fall prevention covers OSHA's fall protection standards and policies in construction and non-construction, plus an overview of fall protection methods and best practices. Course topics include principles of fall protection, components and limitations of fall arrest systems, and OSHA standards and policies regarding fall protection. Students will participate in workshops demonstrating the inspection and usage of fall protection equipment, residential construction fall protection, training requirements, and developing a fall protection program. Upon successful completion of this course students will have the ability to assess compliance with the OSHA Fall Protection standard, evaluate installed passive systems and fall arrest systems and develop and implement fall protection plans.

Additional Topics: 29 CFR 1926 Subpart M, Sample Fall Protection plans, Consensus standards and summaries, Fall hazard analysis, Fall accidents and fatalities, Litigation decisions, Pre and post test.

OSHA 3115:		3 Days 1.8 CEUs \$795	
Course Section	Start Date	End Date	Location
NCOS-3115-N3C	March 23, 2016	March 25, 2016	Augusta, ME
NCOS-3115-N6C	June 6, 2016	June 8, 2016	Keene, NH
NCOS-3115-N11C	Nov. 14, 2016	Nov. 16, 2016	Millbury, MA

For additional hands-on training, refer to page 21, NCSH 424 Hands-On Fall Protection - a one-day course.



Join the
**National Safety
Stand-Down**
To Prevent Falls in Construction
MAY 2-6, 2016

OSHA.gov/StopFallsStandDown **800.321(OSHA)6742**

Stop Falls Stand-Down:

- Plan a toolbox talk or other safety activity
- Take a break to talk about how to prevent falls
- Provide training for all workers

OSHA Short-Term Technical Courses

7000 OSHA Guidelines for Safe Patient Handling

Course Description: The focus of this one-day course is to use "OSHA's Ergonomics Guidelines for Nursing Homes" document as a basis for any healthcare facility to develop a process to protect workers and their patients. The course will focus on Recognizing, Assessing and Controlling ergonomic hazards in a healthcare setting. Featured topics include: developing an ergonomics process, risk factors inherent in patient handling, identifying problem jobs including protocols for patient assessment, and implementing solutions including work practices and engineering solutions.

Intended Audience: The target audience is the healthcare facility administrator and/or human resource personnel designated with the responsibility to develop an ergonomics process.

OSHA 7000: 1 Days | 0.7 CEUs | On Site

On-Site Training: On-site training provides a flexible schedule - convenient & affordable, customized training, and location of your choice. Visit OSHAedNE.com/group to access a Contract Request Form or contact the OSHA Education Center.



7005 Warehousing & Storage

Course Description: The course is designed as a training course for warehouse workers, focusing on many hazards and injuries that are likely to be encountered in warehouse operations. Warehousing has become an increasingly hazardous area in which to work. OSHA identifies public storage and warehousing as one of several industries with a high lost time claims rate. Injuries may occur (and be prevented) related to forklifts/PITs, materials handling, warehouse distribution issues, slips, trips, falls/walking and working surfaces, improper lifting, ergonomics, insufficient hazard communication (new GHS), guarding floor and wall openings, exit routes, emergency action and fire prevention plans.

OSHA 7005: 1 Days | 0.7 CEUs | \$255

Course Section	Start Date	End Date	Location
NCOS-7005-N4C	April 21, 2016	April 21, 2016	Mashantucket, CT
NCOS-7005-N12C	Dec. 1, 2016	Dec. 1, 2016	Manchester, NH



OSHA 7100: 1 Days | 0.7 CEUs | \$255

Course Section	Start Date	End Date	Location
NCOS-7100-N4C	April 18, 2016	April 18, 2016	Mashantucket, CT
NCOS-7100-N8C	Aug. 8, 2016	Aug. 8, 2016	Manchester, NH



7100 Machinery & Machine Safeguarding

Course Description: The main focus of this course is to increase participant knowledge and skill in proper machine safeguarding techniques, and to highlight the benefits of guarding various types of machinery to reduce or eliminate the potential for accidents and injuries. Machine guarding seeks to minimize the risk of accidents from machine operator contact -- preventable injuries such as crushed hands and arms, severed fingers, and blindness. It is the employer's responsibility to identify and select the safeguards necessary to protect employees and others in the work area, as well as provide appropriate training in safe work practices. At the end of the training, as a result of lectures, discussions and practice sessions, the participant will be able to: Explain the hazardous actions and motions of machinery & where these movements occur so you know where to look, identify methods of safeguarding so that you can recognize the wide variety of tools that are available to assist you in your safeguarding efforts, identify safeguarding required by specific OSHA standards to assist you in assuring regulatory compliance. Advanced level machine guarding training is available by enrolling in the OSHA 2045 course on Machinery & Machine Guarding Standards.

OSHA 7105: 4 Hours | 0.4 CEUs | \$225

Course Section	Start Date	End Date	Location
NCOS-7105-N4C	April 22, 2016	April 22, 2016	Mashantucket, CT
NCOS-7105-N9C	Sept. 9, 2016	Sept. 9, 2016	Warwick, RI
NCOS-7105-N12C	Dec. 2, 2016	Dec. 2, 2016	Manchester, NH



7105 Evacuation & Emergency Planning

Course Description: Evacuation and emergency planning focuses on OSHA requirements for emergency action plans and fire protection plans. Preparing for emergencies is a basic principle of workplace safety and health. Participants will learn: (1) reasons for emergency action plans and fire prevention plans and when they are required for a workplace; (2) elements of a good evacuation plan; and (3) features of design and maintenance of good exit routes. The optional session for this course will focus on assessment of risk for terrorist attack and how to utilize OSHA's two matrices, Evacuation Planning and Fire and Explosion, as tools in planning for emergencies.

OSHA 7115: 1 Days | 0.7 CEUs | \$255

Course Section	Start Date	End Date	Location
NCOS-7115-N4C	April 19, 2016	April 19, 2016	Mashantucket, CT
NCOS-7115-N8C	Aug. 9, 2016	Aug. 9, 2016	Manchester, NH
NCOS-7115-N10C	Oct. 31, 2016	Oct. 31, 2016	Woburn, MA



7115 Lock out, Tag out: Controlling Hazardous Energy to Prevent Workplace Injury

Course Description: This six-hour course provides participants with information on the importance of energy control programs, procedures, training, audits and methods for controlling hazardous energy, and the knowledge and skills required to safely perform servicing and maintenance activities. Topics include: the employer's role and responsibility to develop and implement an energy control program, or Lock out/Tag out (LOTO); definitions relative to OSHA's Control of Hazardous Energy Standard; hazardous energy sources and energy isolation options; written program requirements; training guidelines for authorized and affected employees; how to detect hazardous conditions and implement control measures; the development and implementation of energy control programs, including written isolation procedures; periodic inspection of energy control procedures.

OSHA 7120: 2 Days | 1.3 CEUs | \$355

Course Section	Start Date	End Date	Location
NCOS-7120-N4C	April 26, 2016	April 27, 2016	Manchester, NH
NCOS-7120-N12C	Dec. 13, 2016	Dec. 14, 2016	Mashantucket, CT



7120 Introduction to Combustible Dust Hazards

Course Description: The focus of this two-day course is to provide businesses within general industry with an opportunity to enhance their awareness of the hazards posed by combustible dust. The course will focus on recognizing the hazards and risks associated with combustible dust, as well as developing the controls and strategies that can help them prevent or mitigate combustible dust fires and explosions. There is a test at the end of the course. **Topics include:** Combustible dust explosions as a national problem, recognized control and mitigation methods, and control of electrical installation hazards for combustible dust areas. In addition, the course will offer information on the National Emphasis Program (NEP) for combustible dust inspections and OSHA and consensus standards that impact industries that generate combustible dust.

Who should attend?: The target audience is members of industry, to include owners and managers, supervisors, maintenance and engineering staff, etc. Union officials and representatives may also benefit from attendance.

7125 Seminar on Combustible Dust Hazards

Course Description: The focus of this one-day seminar is to provide businesses within general industry with an opportunity to enhance their awareness of the hazards posed by combustible dust. This seminar will help these industry leaders to gain the knowledge and strategies that can help them to assure employee safety while using or producing materials that generate combustible dust. The course will focus on recognizing the hazards and risks associated with combustible dust, as well as developing the controls and strategies that can help them prevent or mitigate combustible dust fires and explosions. **Topics include:** Combustible dust explosions as a national problem, recognized control and mitigation methods, and control of electrical installation hazards for combustible dust areas. In addition, the seminar will offer information on the National Emphasis Program (NEP) for combustible dust inspections and OSHA and consensus standards that impact industries that generate combustible dust.

OSHA 7125: 1 Day | 0.7 CEUs | On Site

On-Site Training: On-site training provides a flexible schedule - convenient & affordable, customized training, and location of your choice. Visit OSHAedNE.com/group to access a Contract Request Form or contact the OSHA Education Center



7200 Bloodborne Pathogens

Course Description: Using a step by step approach this one day workshop will review a Bloodborne Pathogens Exposure Control Plan. The target audience is the program administrator, manager, or other personnel designated with the responsibility to develop a Bloodborne Pathogens Exposure Control Plan. **Topics include:** Bloodborne Pathogens Standard, Exposure Control Plan, Exposure Determination, Methods of Control, Vaccinations, and Evaluations.

OSHA 7200: 1 Days | 0.7 CEUs | On Site

On-Site Training: On-site training provides a flexible schedule - convenient & affordable, customized training, and location of your choice. Visit OSHAedNE.com/group to access a Contract Request Form or contact the OSHA Education Center



7205 Health Hazard Awareness

Course Description: The goal of the Health Hazards Awareness course is to assist participants with recognizing potential health hazards in the workplace, and eliminating, controlling, avoiding, or minimizing them whenever possible. Exposure to chemical, biological, physical, and ergonomic health hazards continues to be common, in spite of advances in control measures and techniques. OSHA's current strategic plan has made a reduction in some specific health hazards a high priority, such as lead, silica, and ergonomic related hazards. Training will provide information on the types of health hazards and discuss ways to recognize, evaluate, and control them in the workplace. Program content is updated to include GHS and SDS.

OSHA 7205: 1 Days | 0.7 CEUs | \$255

Course Section	Start Date	End Date	Location
NCOS-7205-N5C	May 16, 2016	May 16, 2016	Manchester, NH
NCOS-7205-N11C	Nov. 14, 2016	Nov. 14, 2016	Mashantucket, CT



7225 Transitioning to Safer Chemicals New!

Course Description: This course covers a proactive approach to reducing the use of hazardous chemicals in the workplace by transitioning to safer alternatives. **Topics include:** identification, evaluation, assessment, and implementation of safer chemical alternatives. In particular, participants will use OSHA's seven-step substitution planning process. The course features workshops and hands-on activities with the use of various online chemical databases and tools. The target audience is purchasing staff, maintenance supervisors, facility managers, and workers who utilize hazardous chemicals at their worksites, along with occupational safety and health professionals who provide technical assistance on the control of chemical hazards. Upon course completion participants will have the ability to recognize and evaluate hazardous chemicals in their workplace, assess safer alternatives, and implement those alternatives.

OSHA 7225: 1.5 Day | 0.7 CEUs | \$355

Course Section	Start Date	End Date	Location
NCOS-7225-N3C	March 29, 2016	March 30, 2016	Hartford, CT
NCOS-7225-N6C	June 9, 2016	June 10, 2016	Manchester, NH



OSHA 7300: 1 Days | 0.7 CEUs | \$255

Course Section	Start Date	End Date	Location
NCOS-7300-N4C	April 20, 2016	April 20, 2016	Mashantucket, CT
NCOS-7300-N5C	May 20, 2016	May 20, 2016	Keene, NH
NCOS-7300-N8C	Aug. 10, 2016	Aug. 10, 2016	Manchester, NH
NCOS-7300-N11C	Nov. 1, 2016	Nov. 1, 2016	Woburn, MA



7300 OSHA Permit-Required Confined Space Standard

Course Description: This one-day course discusses the requirements of OSHA's permit required confined space standard, 29 CFR 1910.146. It is designed for employers or a designated representative (line supervisor, manager, foreman) with the responsibility to develop and maintain a permit confined space program. Areas of instruction include regulatory scope, applications and definitions, general requirements, permit required confined space programs and permits, non-entry rescue, roles and responsibilities of entrants, attendants, supervisors and rescuers and training requirements. Content covers the OSHA standards, but does not feature workshops and demonstrations included in OSHA course 2264. Upon course completion students will have a basic understanding of confined space hazards, evaluating and abatement of the hazards, and determining when a confined space shall be classified as a permit-required confined space.

OSHA 7300C: 1 Days | 0.7 CEUs | On Site

Who should attend: It is designed for employers or a designated representative (safety managers, project managers, superintendents, foremen) with the responsibility to develop and maintain a permit confined space program.

On-Site Training: On-site training provides a flexible schedule - convenient & affordable, customized training, and location of your choice. Visit OSHAedNE.com/group to access a Contract Request Form or contact the OSHA Education Center.



7300C OSHA Confined Spaces in Construction

Course Description: On May 4, 2015, OSHA issued a new standard for construction work in confined spaces, which will be effective starting August 3, 2015. Confined spaces can present physical and atmospheric hazards that can be avoided if they are recognized and addressed prior to entering these spaces to perform work. The new standard, Subpart AA of 29 CFR 1926 will help prevent construction workers from being hurt or killed by eliminating and isolating hazards in confined spaces at construction sites similar to the way workers in other industries are already protected. This one day course discusses the requirements of OSHA's permit required confined space standard, Subpart AA of 29 CFR 1926. Areas of instruction include regulatory scope, applications and definitions, general requirements, permit required confined space programs and permitting process, duties of authorized entrants, attendants, entry supervisors and rescue. **This course satisfies the learning objectives of OSHA's 7300 course tailored to meet the needs of construction operations. Comparisons and contrasts with 29 CFR 1910.146 will be discussed. For more detailed confined space entry education, with workshops and demonstrations, plan to attend OSHA 2264 Permit Required Confined Space Entry course (4 days).**

OSHA 7400: 1 Day | 0.7 CEUs | \$255

Course Section	Start Date	End Date	Location
NCOS-7400-N6C	June 14, 2016	June 14, 2016	Keene, NH
NCOS-7400-N12C	Dec. 5, 2016	Dec. 5, 2016	Manchester, NH



7400 Hearing Protection & Noise in Construction & General Industry

Course Description: In this course we present OSHA's noise standards, properties of sound, noise-induced hearing loss, noise exposure control, selection and use of hearing protection, concepts of conducting sound level surveys and worker training. An effective written hearing protection program includes policies and procedures which the course participant will become familiar. Also covered are basic physics of sound and vibration, anatomy and physiology of the ear and the hearing process, effects of noise on hearing, monitoring, noise control engineering, selection and demonstration of hearing protective devices and the role of audiometric testing. At the conclusion of the course, the participant will understand properties of sound and its relationship to noise-induced hearing loss, hearing loss prevention, hearing protection policies.

OSHA 7405: 1 Day | 0.7 CEUs | \$255

Course Section	Start Date	End Date	Location
NCOS-7405-N5C	May 2, 2016	May 2, 2016	Uncasville, CT
NCOS-7405-N8C	Aug. 11, 2016	Aug. 11, 2016	Manchester, NH
NCOS-7405-N11C	Nov. 2, 2016	Nov. 2, 2016	Woburn, MA



7405 Fall Hazard Awareness

Course Description: The focus of this one-day course is to identify, evaluate, and prevent or control fall hazards. The course focuses on falls to a lower level, not falls to the same level resulting from slips and falls. The target audience is the small construction employer, business owner, or manager, who would like to obtain information about fall hazards found in the workplace. The training is also suitable for employees and employee representatives. Topics include identifying fall hazards, analyzing fall hazards, and preventing fall hazards, as well as OSHA resources addressing fall hazards. Advanced training on Fall Protection and Fall Arrest Systems is available by registering for OSHA Course 3115.

7410 Managing Excavation Hazards

Course Description: This one-day course is designed as a training program to inform employers and employees of the best practices in trenching and excavation safety. The participant will learn about the role and responsibility of the employer to assign a "competent person" to the excavation site and provide that person with the knowledge of key excavation hazards. Topics include: understanding and application of definitions related to OSHA's excavation standard; excavation hazards and control measures; soil analysis techniques; protection system requirements, and emergency response. The program is a facilitated interactive session.

Who should attend? Construction employers, manager, employee, or employee representative who, as part of a safety and health program, needs to understand the requirements of a "competent person" for excavation work as described in the OSHA construction safety standards for excavations (29 CFR 1926, Subpart P). Advanced training beyond the scope of OSHA Course 7410 is available by attending the 3.5 day OSHA 3015 Course: Excavation, Trenching and Soil Mechanics.

OSHA 7410: 1 Days | 0.7 CEUs | \$255

Course Section	Start Date	End Date	Location
NCOS-7410-N4C	April 7, 2016	April 7, 2016	Woburn, MA
NCOS-7410-N8C	Aug. 12, 2016	Aug. 12, 2016	Manchester, NH
NCOS-7410-N11C	Nov. 3, 2016	Nov. 3, 2016	Woburn, MA



7500 Safety & Health Management Systems

Course Description: This one day OSHA course addresses the four core elements of an effective safety and health program (Management Leadership and Employee Involvement, Worksite Analysis, Hazard Prevention and Control, and Safety and Health Training) with strategies & techniques that are critical to each element's proper management. The course is designed for the employer, business owner or manager designated with the responsibility to develop and manage a firm's safety and health program or system. The training is also suitable for employees and employee representatives responsible for improving safety and health in the workplace. Participants come away with an understanding of the benefits of implementing a safety and health management system in the workplace. References to I2P2 and ANSI Z 10 and A10.33 for multi-employer worksites are included.

OSHA 7500: 1 Days | 0.7 CEUs | \$255

Course Section	Start Date	End Date	Location
NCOS-7500-N4C	April 12, 2016	April 12, 2016	Wethersfield, CT
NCOS-7500-N6C	June 15, 2016	June 15, 2016	Manchester, NH
NCOS-7500-N9C	Sept. 6, 2016	Sept. 6, 2016	Warwick, RI



7505 Introduction to Incident (Accident) Investigation

Course Description: This course provides an overview of basic accident investigation analysis techniques and procedures. The objective of training is to help participants gain the necessary skills to conduct an effective accident investigation in the workplace. OSHA 7505 training will provide the knowledge, practical skills, and tools to conduct accident and incident investigations. **Topics include:** needs and responsibilities for investigation, preparation and planning, witness interviewing and qualifying, photographing and diagramming of accident scenes, analytical techniques, report writing, and legal aspects, human and environmental factors and their interaction with the investigation. The target audience is the employer, manager, supervisor, employee representative, human resources staff, general manager, CEO and risk manager.

OSHA 7505: 1.5 Days | 1.2 CEUS | \$355

Course Section	Start Date	End Date	Location
NCOS-7505-N3C	March 24, 2016	March 25, 2016	S. Burlington, VT
NCOS-7505-N4C	April 13, 2016	April 14, 2016	Wethersfield, CT
NCOS-7505-N6C	June 16, 2016	June 17, 2016	Manchester, NH
NCOS-7505-N9C	Sept. 7, 2016	Sept. 8, 2016	Warwick, RI



Day 1: 8:00 am - 4:30 pm
Day 2: 8:00 am - noon

7845 Recordkeeping Rule

Course Description: This half-day (4 hour) course is designed to assist employers in identifying and fulfilling their responsibilities for posting certain records, maintaining records of illnesses and injuries and reporting specific cases to OSHA. This course is for employees of companies who have responsibilities under OSHA's revised Recordkeeping Rule 29 CFR 1904. Improve the quality and consistency of injury and illness data, while simplifying the system for your employer using OSHA's recordkeeping rule. The 29 CFR 1904 regulation is designed to improve employee involvement and protect the privacy of an injured or ill worker.

OSHA 7845: 4 Hours | 0.4 CEUS | \$225

Course Section	Start Date	End Date	Location
NCOS-7845-N3C	March 25, 2016	March 25, 2016	S. Burlington, VT
NCOS-7845-N4C	April 14, 2016	April 14, 2016	Wethersfield, CT
NCOS-7845-N6C	June 17, 2016	June 17, 2016	Manchester, NH
NCOS-7505-N9C	Sept. 8, 2016	Sept. 8, 2016	Warwick, RI



12:30 pm - 5:00 pm

Regional & National Conferences / Events

April 12-13, 2016

45th Annual Safety & Health Conference

Newly renovated Radisson in Nashua, NH
for details: www.nscnne.org | 888.396.2047

June 8, 2016

5th Annual Vermont Safety Retreat

Camp Ohana | Post Mills, VT
for details: www.nscnne.org | 603.228.1401

September 13 - 15, 2016

89th Annual Maine Safety & Health Conference

Augusta Civic Center | Augusta, ME
for details: www.nscnne.org | 888.396.2047

October 15-21, 2016

National Safety Council Congress & Expo 2016

Anaheim Convention Center | Anaheim, CA
Congress: October 15-21 | Expo: October 17-20

October 6, 2016

Vermont Safety & Health Council Expo

Stoweflake Mtn Resort | Stowe, VT
for info and registration: vshc.org

May 2-4, 2016

2016 VPPPA Region 1 Conference & Exposition

Radisson Hotel | 700 Elm St.
Manchester, NH
www.vppregion1.com

August 29 - September 1, 2016

32nd Annual National VPPPA Conference

Gaylord Palms Resort & Convention Center
Kissimmee, FL
www.vpppa.org/conference

November 15-16, 2016

ASSE Region 8 New England Area PDC & Expo (Trade & Vendor Expo Nov. 15)

Sea Crest Beach Hotel
Old Silver Beach, Cape Cod | Falmouth, MA
<http://Region8.asse.org>

June 26-29, 2016 (Exposition 26-28)

ASSE National Professional Development
Georgia World Congress Center in Atlanta, GA | <http://www.asse.org>

June 23, 2016

Save The Date!

OSHA Summer Summit
UMASS/Amherst



Certificate Recipients for 2015

Certified Safety & Health Official



CSHO General Industry:

Stephen Bergel – First Choice Safety Solutions
John Burton – TPA- Meadowbrook
Raymond DeWitt – A.H. Harris & Sons
Rony Jabour – United Safety Net
Lori Mauter – Enterprise Products
Jay Mumma – Inspection Enterprise, LLC
Bruce Pendleton – Mohegan Tribe
Daniel Pivin – ESPN, Inc.
Henry Polan – TRW Automotive
Michael Richards – Keurig Green Mountain
Benjamin Ragsdale – First Choice Safety Solutions
Richard – Tougas – MPTN Fire Department
Daniel Tilden – Casella Resource Solutions

CSHO Construction:

Ryan Demeritt – IBEW 104 OSHE
Raymond DeWitt – A.H. Harris & Sons
Adam Drummond – National Safety Services, LLC
Brian Ferreira – Professional Electrical Contractors
Rony Jabour – United Safety Net
Ryan Langello – Schick Manufacturing
John Lee – Pro Safety Services, LLC
Derek Martin – IBEW 104 OSHE
Jay Mumma – Inspection Enterprise, LLC
George Simmons – Industrial Safety & Rescue
Michael Tibert – E.G. Sawyer Co., Inc.

Safety & Health Specialist



SHS General Industry

David Beattie – National Grid
Stephen Bergel – First Choice Safety Solutions
Melissa Biron – Hobson & Motzer, Inc.
Roland Cadrette – NHBB Astro Division
Michael Enos – MIT
Donald Gagnon – Granite State Plumbing & Heating
John Lee – Pro Safety Services, LLC
Kevin Marshall – Intel Corp.
Michael Meuse – Demoulas Supermarkets, Inc.
Jay Mumma – Inspection Enterprise, LLC
Kenneth Parks – CRI-Tech Inc.
David Pickel – VSBIT
Daniel Pivin – ESPN
Benjamin Ragsdale – First Choice Safety Solutions
Michael Richards – Keurig Green Mountain
Priscilla St. Pierre – Teleflex Medical
Daniel Tilden – Casella Resource Solutions
Gennaro Tomasso – Foxwoods
Deborah Westman – Metalor Technologies SA
Joseph Zehnder – Ulbrich Wire

SHS Construction:

Ryan Demeritt – IBEW Local 104 OSHE
Kenneth Egan, self-employed
Donald Gagnon – Granite State Plumbing & Heating
Mark Galligan – AT&T
Rony Jabour – United Safety Net
Jay Mumma – Inspection Enterprises, LLC
George Simmons – Industrial Safety & Rescue
John Spaulding – DEW Construction
Eric Stalmon – M.L. Shank Inc.
Albert Welch – The Welch Corp

SHS Industrial Hygiene

Charlene Jones – Mashantucket Pequot Healthcare
Stephanie Rockmacher – Momentive Performance Materials

SHS Fire Prevention & Life Safety

Don Gagnon – Granite State Plumbing & Heating
Rony Jabour – United Safety Net
Angela Lafromboise – Keurig Green Mountain
Bruce Pendleton – Mohegan Tribe
Louis Tuohy L-3 Unidyne
Derek Watkins – Mohegan Tribe

OSHA Certified Programs



PSSHF Construction

Stephen Bergel – First Choice Safety Solutions
Donald Carter – North Branch Construction, Inc
Raymond DeWitt – A.H. Harris & Sons
Andre Dufour – Shawmut Design & Construction
Kenneth Egan, self-employed
Brian Ferreira – Professional Electrical Contractors
Donald Gagnon – Granite State Plumbing & Heating
K. Denise Guillette – MIT
Daniel Hibbard – AAA OSHA Training & Safety
Rony Jabour – United Safety Net
John Lee – Pro Safety Services, LLC
Angela Lafromboise – Keurig Green Mountain
Derek Martin – IBEW 104 OSHE
Franklin Moniz – New Bedford D.P.I
Jay Mumma – Inspection Enterprises, LLC
Benjamin (Ed) Pool, self-employed
Ben Ragsdale – First choice Safety Solutions
Dale Randolph – Turner Construction
George Simmons – Industrial Safety & Rescue
Eric Stalmon – Marr Companies
Derek Watkins – Mohegan Tribe
Mark Wiktorowski - Barletta Engineering Co.

PSSHF General Industry

Stephen Bergel – First choice Safety Solutions
Theryn Blauser – Montachusett Regional Voc Tech
Jill Carey – Glastonbury High School
Jeffrey Courtemanche – ESPN
Donnell DeVine – ESPN
Raymond DeWitt – A.H. Harris & Sons
Andre Dufour – Shawmut Design & Construction
Michael Enos – MIT
Donald Gagnon – Granite State Plumbing & Heating
Brian Grossguth – Blount Fine Foods
Rony Jabour – United Safety Net
John Lee – Pro Safety Services, LLC
Lori Mauter – Enterprise Products
Brent Meditz – The Brickle Group
Jay Mumma – Inspection Enterprises, LLC
David Pickel – VSBIT
David Provencher – Foxwoods Resort Casino
Ben Ragsdale – First Choice Safety Solutions
Dale Randolph – Turner Construction
James Rush – Dept. of Labor, Maine
George Simmons – Industrial Safety & Rescue
Richard Stankye – Cooper Surgical
Priscilla St. Pierre – Teleflex Medical, OEM
James Taylor – Foxwoods Resort Casino
Bruce Thorp – DTZ
Daniel Tilden – Casella Resource Solutions

Grow your career by cultivating your safety & health knowledge. You will like who you become!



OTIEC Region 1 Instructor Mark Haskins awards Ray DeWitt of A.H. Harris & Sons, Inc. both his General Industry and Construction CSHO plaques.

Increase your skills and expand your knowledge base through participating in noncredit certificate programs through Keene State College Safety Education Center. Noncredit students take OSHA short term technical courses for personal or professional interest. These courses do not offer college credit, but in most cases students earn continuing education units (CEUs), and evidence of class completion to meet personal or professional requirements, especially those maintaining professional credentials (ABIH, CM, TCH, COC, etc). Noncredit OSHA courses are offered at many different locations throughout New England and on-site for clients, upon request. Academic certificate programs offer students a way to build on existing safety/regulatory knowledge, strengthen skills in certain regulatory areas, or begin the process of transitioning into the safety profession.

Keene's certificate programs are known to broaden safety expertise, enhance workplace hazard prevention and increase safety awareness for those passionate about safety and health. Employers embrace certificate programs for their employees to improve safe work practices, enhance or change safety culture in the workplace, improve the bottom line by eliminating preventable accidents, incidents and avoid lost productivity/work days.

Certificate program participants choose from industry specific certificates to match their objectives for professional development in the field of occupational safety and health.



Safety & Health Specialist Certificates, application fee per certificate \$55 (page 16): available in the following occupational tracks: Construction, General Industry, Industrial Hygiene and Fire Prevention & Life Safety. Each certificate program consists of courses identified as "key" in opening the door for a solid foundation in OSHA standards and regulatory requirement solutions for your workplace. The certificate tracks on page 16 describe the number of core and elective courses required to successfully complete each certificate program. Safety & Health Specialist certificate tracks are designed to improve the practical skills and knowledge of those with safety and health responsibilities on the job, as well as collateral duty employees and their representatives. For a certificate application and further information, visit: www.OSHAedNE.com

Certified Safety & Health Official (CSHO), application fee per certificate \$95 (page 17): for those individuals committed to additional OSHA coursework beyond the Safety & Health Specialist certificate. Participation in the CSHO Construction and/or General Industry tracks guide students through the growing maze of safety and health regulations and interpretations, employee safety and involvement, workers rights and responsibilities, employer accountability, training requirements, program development and implementation. All courses in the CSHO tracks meet the learning objectives and assessment models of the Directorate of Training and Education (OSHA).

Public Sector Safety & Health Fundamentals Certificate, application fee per certificate \$95 (page 17)

This Federal Certificate track is authorized by the Department of Labor, Directorate of Training and Education (OSHA) to strengthen current efforts in workplace safety for public sector workers. Although designed for the public and municipal sector, persons in the private sector can also qualify to receive the certificate signed by the Directorate of Training and Education by successfully completing the required core and elective courses.



Courses are transferrable, and can be co-mingled for multiple certificate program completions. For additional details and applications, please refer to OTIEC Region 1 Certificate Program literature available at: OSHAedNE.com/certificates-programs.

Safety & Health Specialist:

Construction



CORE (5 required)

510 S&H Standards for Construction
OR 500 Trainer Course for Construction
3015 Excavation Trenching & Soil Mechanics
3095 Electrical Standards
3115 Fall Protection
7500 Safety & Health Management

ELECTIVES (3 required)

2055 Cranes in Construction
2225 Respiratory Protection
2264 Permit Required Confined Space Entry
7120 Intro to Combustible Dust Hazards
7205 Health Hazard Awareness
7400 Noise in Construction Industry
7505 Intro to Incident Investigation
7600 Disaster Site Worker
7845 Recordkeeping Rule
7300C Confined Spaces in Construction
406 Scaffold Hazard Awareness
461 Principles of Work Zone Safety

General Industry



CORE (5 required)

511 S&H Standards for General Industry OR
501 Trainer Course for General Industry
521 Guide to Industrial Hygiene
2045 Machine Guarding Standards
2255 Principles of Ergonomics
7500 Safety & Health Management

ELECTIVES (3 required)

2015 Hazardous Materials
2225 Respiratory Protection
2264 Permit-Required Confined Space
3095 Electrical Standards
7005 Public Warehousing & Storage
7120 Intro to Combustible Dust Hazards
7205 Health Hazard Awareness
7225 Transitioning to Safer Chemicals
7300 Permit Required Confined Space Standard
7400 Hearing Protection Program for G.I. & Constr.
7405 Fall Hazard Awareness
7505 Intro to Incident Investigation
7845 Recordkeeping Rule
406 Scaffold Hazard Awareness
446 Indoor Air Quality
447 Conducting EHS Audits
470 Electrical Safe Work Practices

Industrial Hygiene



CORE (8 required)

521 Guide to Industrial Hygiene
2225 Respiratory Protection
2255 Principles of Ergonomics
7225 Transitioning to Safer Chemicals
7400 Hearing Protection Program
441 Introduction to Toxicology
442 Industrial Ventilation

ELECTIVES (1 required)

510 S&H Standards for Construction
511 S&H Standards for General Industry
443 Radiation Protection
444 Biohazards in the Workplace
445 Laboratory Safety
446 Indoor Air Quality
480 Globally Harmonized Systems

Fire Prevention & Life Safety



CORE (6 required)

400 Fire Prevention & Life Safety
511 S&H Standards for General Industry OR
501 Trainer Course for General Industry
2015 Hazardous Materials
2225 Respiratory Protection
3095 Electrical Standards
7120 Intro to Combustible Dust Hazards

ELECTIVES (3 required)

521 Guide to Industrial Hygiene
7115 Lock out Tag out
7200 Bloodborne Pathogen Exposure
7205 Health Hazard Awareness
7300 Permit Required Confined Space Standard
7500 Safety & Health Management
7505 Intro to Incident Investigation
7600 Disaster Site Worker
7845 Recordkeeping Rule
442 Industrial Ventilation
443 Radiation Protection
470 Electrical Safe Work Practices

Certificate program requirements are subject to change

Phil Montgomery of CBIA Corporation receives his SHS General Industry.



Dr. Jill Carey of Glastonbury High School receives her CSHO General Industry



Rony Jabour of United Safety Net receives both PSSHF certificates.



Derek Watkins (r) of Mohegan Sun receives his CSHO General Industry.



Certified Safety & Health Official



Construction

Required Core Courses (8)

510 OSHA Standards for Construction
 500 OSHA Trainer Course for Construction (or 502 Update)
 511 OSHA Standards for General Industry
 521 Industrial Hygiene
 3015 Excavation, Trenching, & Soil Mechanics
 3095 Electrical Standards
 3115 Fall Protection
 7845 Recordkeeping Rule

4 Electives (at least 2 from this section required)

2015 Hazardous Materials
 2045 Machinery & Machine Guarding
 2045 Machinery & Machine Guarding
 2055 Cranes in Construction
 2225 Respiratory Protection
 2264 Permit Required Confined Space Entry

2 of the courses below count as one elective (4 max)

7100 Introduction to Machinery & Machine Safeguarding
 7105 Evacuation & Emergency Planning
 7115 Lock Out Tag Out
 7120 Introduction to Combustible Dust Hazards
 7200 Bloodborne Pathogen Exposure Control
 7205 Health Hazards Awareness
 7300 Permit Required Confined Space Standards
 7400 Noise in the Construction Industry
 7500 Safety & Health Management Systems
 7505 Introduction to Incident Investigation

General Industry

Required Core Courses (9)

511 OSHA Standards for General Industry
 501 OSHA Trainer Course for General Industry (or 503 Update)
 510 Construction Industry Standards
 521 Industrial Hygiene
 2045 Machinery & Machine Guarding
 2255 Principles of Ergonomics
 2264 Permit Required Confined Space Entry
 3095 Electrical Standards
 7845 Recordkeeping Rule

3 Electives (at least 1 from this section required)

2015 Hazardous Materials
 2225 Respiratory Protection
 3115 Fall Protection

2 of the courses below count as one elective (4 max)

7105 Evacuation & Emergency Planning
 7115 Lock Out Tag Out
 7120 Introduction to Combustible Dust Hazards
 7200 Bloodborne Pathogen Exposure Control
 7205 Health Hazards Awareness
 7225 Transitioning to Safer Chemicals
 7300 Permit Required Confined Space Standards
 7405 Fall Hazard Awareness
 7500 Safety & Health Management Systems
 7505 Introduction to Incident Investigation

Public Sector Safety & Health Fundamentals

a program developed by the OSHA Training Institute Directorate of Training/Education.



Construction

Required Core Courses (3)

510 OSHA Standards for Construction
 7500 Safety & Health Management Systems
 7505 Introduction to Incident Investigation

4 Electives (equaling a minimum of 29 contact hours)

3095 Electrical Standards
 7410 Managing Excavation Hazards OR
 3015 Excavation, Trenching & Soil Mechanics
 7405 Fall Hazard Awareness OR
 3115 Fall Protection
 7105 Evacuation & Emergency Planning
 7115 Lock Out Tag Out
 7205 Health Hazard Awareness
 7400 Noise in the Construction Industry
 7845 Recordkeeping Rule

General Industry

Required Core Courses (3)

511 OSHA Standards for Construction
 7500 Safety & Health Management Systems
 7505 Introduction to Incident Investigation

4 Electives (equaling a minimum of 29 contact hours)

3095 Electrical Standards
 7300 Permit Required Confined Space Standard OR
 2264 Permit Required Confined Space Entry
 7000 OSHA Training Guidelines for Safe Patient Handling
 7005 Warehousing & Storage
 7100 Introduction to Machinery & Machine Safeguarding OR
 2045 Machinery & Machine Safeguarding Standards
 7105 Evacuation & Emergency Planning
 7115 Lock Out Tag Out
 7200 Bloodborne Pathogen Exposure Control
 7205 Health Hazard Awareness
 7210 Pandemic Influenza Preparedness
 7845 Recordkeeping Rule

OTIEC Region 1 Electrical Transmission & Distribution Outreach Trainers



Keene State College adjunct faculty: (l to r) Pat Stagno, Doug MacDonald, Lee Marchessault, Walter Oakes.

Electrical Transmission & Distribution Partnership with Federal OSHA and the Directorate of Training and Education (OSHA) authorizes OTIEC Region 1 Instructors to conduct ET&D Outreach Training customized to utility workers and contractors.



Utilities Specialty Training

NCSH 475 Electrical Transmission & Distribution Partnership 10-hour OSHA Outreach Training

2 Days | 1.2 CEUs | \$395

Course description: Training emphasizes electrical safety principles and hazard recognition. Emphasis will be placed on OSHA rules applicable to electric transmission and distribution (1910.269 and 1926 Subpart V). This course is conducted over a two-day classroom instructional period in which participants will receive, upon completion of the course, an OSHA 10 Hour Construction Card with ET&D Partnership logo.

Additional topics include:

- Intro to OSHA module
- Electrical Safety
- Temporary Protective Grounding
- Lifting and Rigging
- PPE
- Job Briefings
- Trenching & Excavation
- Confined/Enclosed Spaces
- Fall Protection
- The Focus 4 Construction Modules: Caught In-between; Electrocuting; Falls; and Struck-by

This two day customized outreach/utilities course provide awareness level training, and is intended to increase awareness of certain factors that may contribute to injuries among electric utility craft personnel and allied trades, and suggests practices that may reduce the risk of injury...Not intended to provide "competent person" or "qualified person" level training.

Course Section	Start Date	End Date	Location
NCSH-475-N8C	Aug. 1, 2016	Aug. 2, 2016	Uncasville, CT

NCSH 476 Utilities Metering General Industries Outreach Training

2 Days | 1.4 CEUs | On-Site Only

Course Description: This program focuses specifically on the requirements of the OSHA Outreach Training Program for General Industry with customization relevant to utility metering employees or contractors. The 2 day course covers essential core and elective requirements of the 10-hour Department of Labor OSHA General Industry Outreach Training Program and delivers additional utility safety training hazards, including the following subjects:

Introduction to OSHA:

- Walking Working Surfaces (Slips, Trips, and Falls)
- Hazard Communication (including overview of new Globally Harmonized System)
- Exit Routes, Emergency Action, and Fire Extinguishers
- Electrical First Aid and Safe Rescue Practices
- Bloodborne Pathogens
- Whistleblower Protections
- Training and qualification requirements for utility metering employees
- Workzone Safety Awareness to temporary Emergency Traffic Control.
- Special conditions and precautions, including capacitors and working with CT's
- Electrical Safety related to low voltage (under 600 volts), and storm work with OH lines (over 600 volts)
- Arc flash hazards (New Standards)
- Shock hazards
- Job Briefing Requirements
- Safety Related Work Practices
- Specific meter Hazards, i.e. 60 amp sockets, auto by-passes, UG conduit issues, class 320 and 400 amp self-contained meters, network metering, CT metering, Primary metering, CT shunting issues, applying sleeves, testing.
- PPE requirements
- Emergency Response for Storms including minimum approach distances, downed wires & gradient potential

NCSH 477 Utilities plus Construction Outreach Program (U+COP) Generation

1.4 CEUs | 2 Days | On-Site Only

Course description: This program focuses specifically on the requirements of the OSHA Outreach Training Program for Construction with customization relevant to utility employees and their contractors. The 2 day course covers essential core and elective requirements of the 10-hour Department of Labor OSHA Construction Outreach Training Program and delivers additional utility safety training hazards (General Industry and Construction) including the following subjects:

- Training and qualification requirements for utility generation employees
- Lock Out/Tag Out requirements
- Confined Spaces
- Generation specific PPE
- Materials handling including orientation to slings and rigging
- Working on live equipment including rack-out breakers
- Grounding for employee protection
- Substation Safety
- Special Conditions and Precautions
- Special conditions and precautions
- Discussion of updated utility regulations and NESC Standards
- Covers Standards 29 CFR 1910.269; 1926, Subpart V and 1910.137

Who should attend: Utility safety and field personnel including line workers, substation high voltage electricians, underground workers, and communications/electrical utility contractors. Upon completion, the attendee receives a certificate of completion and the 10 hour Department of Labor Card with endorsement that utility specific information was covered (U+COP).

Industrial Hygiene Safety & Health



NCSH 441 Introduction to Toxicology

2 Days | 1.4 CEUs | \$585

Course Description: This course explores the science of toxicology and its workplace application. Basic concepts are described and historic examples of occupational disease occurrence are used to integrate these concepts. In addition, federal/state regulatory requirements resulting from these historic cases of occupational disease are examined, along with expectations and responsibilities for safety and health professionals in the industrial environment.

Course Section	Start Date	End Date	Location
NCSH-441-N6C	June 7, 2016	June 8, 2016	Manchester, NH

NCSH 442 Industrial Ventilation 2.5 Days | 1.8 CEUs | \$595

Recommended: It is suggested that students take OSHA 521 OSHA Guide to Industrial Hygiene if you have little or no background in IH.

Course Description: Ventilation is the planned supply and removal of air from workplaces for the purpose of achieving healthful air quality and acceptable concentrations of air contaminants. This course identifies key factors in design and testing of mechanical and natural ventilation systems. History, standards, regulations and guidelines, test methods and equipment are emphasized. Laboratory demonstrations and the ACGIH textbook *Industrial Ventilation: A Manual of Recommended Practice for Design* are included. Please bring a basic calculator.

Course Section	Start Date	End Date	Location
NCSH-442-N6C	June 15, 2016	June 17, 2016	Keene, NH



NCSH 443 Radiation Protection 2.5 Days | 1.8 CEUs | \$595

Course Description: Radiation Protection assesses and controls human health hazards associated with sources of ionizing radiation: radioactive materials, nuclear reactors and accelerators, and X-ray machines. Health hazards of non-ionizing radiation are discussed. History, standards, regulations, radiation measurement, and radiation control methods are emphasized. Scientific calculators are required for half-life and radiation shielding calculations.

This course explains to anyone responsible for CFR 1910 (General Industry) and 1926 (Construction) compliance, what ionizing and non ionizing radiation is, how to identify sources, perform measurements, identify overexposure, control hazards, and comply with the applicable state and federal regulations.

Course Section	Start Date	End Date	Location
NCSH-443-N8C	Aug. 1, 2016	Aug. 3, 2016	Manchester, NH

NCSH 444 Biohazards in the Workplace

1 Day | 0.7 CEUs | \$295

Course Description: This intensive, introductory, one-day course is designed to provide information needed for an individual to anticipate, recognize, evaluate and control biological hazards in the workplace. Topics include: the history of bio-safety, basics of biological safety, OSHA and biological safety, laboratory bio-safety, production bio-safety, hospital bio-safety, decontamination and sterilization, disposal of biomedical and bio-hazardous wastes, and shipment of biological materials. Applicable to both Industrial Hygiene, General Industry, and Health Care disciplines.

Course Section	Start Date	End Date	Location
NCSH-444-N4C	April 25, 2016	April 25, 2016	Fitchburg, MA

NCSH 445 Laboratory Safety: *Establishing a partnership with scientists to ensure safe work practices*

2 Day | 1.4 CEUs | \$585

Course Description: This two-day course will discuss the history of laboratory safety, design of safe laboratories, design of safe experiments, biological hazards, chemical hazards, physical hazards, biomechanical hazards, laboratory accident analysis and reporting, and assisting management in establishing a safety culture in the laboratory work environment. This is an industrial hygiene course which follows the IH model: anticipation recognition, evaluation, control and communication of hazards in the laboratory work environment. A training manual will include a current reference list as well as current laboratory safety documents available from OSHA, NIOSH and other research and regulatory agencies.

Course Section	Start Date	End Date	Location
NCSH-445-N1C	Jan. 10, 2017	Jan. 11, 2017	Keene, NH

These courses may be applied to the Safety & Health Specialist Industrial Hygiene Certificate Program.



NCSH 446 Indoor Air Quality 2.5 Day | 1.8 CEUs | \$595

Course Description: Students at the conclusion of the training will learn how to apply in the field indoor air quality (IAQ) techniques to investigate building complaints, analyze building IAQ parameters, assess indoor air sampling results and to make recommendations for further corrective action. The training will include interactive class discussions, group exercises and hands on application of air sampling equipment. **Topics include:** IAQ References, Indoor Air Quality Complaints, Data Collection, Monitoring instrumentation, Laboratory methods, Calibration of air sampling equipment, Air quality requirements, Ventilation, Duct cleaning and HVAC maintenance, Air Filtration; Exposure Limits and Air Quality Guidelines; IAQ Results; Preparing an IAQ Report.

Who will benefit by attending: Safety Professionals, Hygienists, Property Managers, Environmental Engineers, Building/Facility Owners and Managers.

Course Section	Start Date	End Date	Location
NCSH-446-N4C	April 13, 2016	April 15, 2016	Manchester, NH

Construction and General Industry Safety and Health



NCSH 385 EM 385-1-1 OSHA Governmental Safety & Health Requirements for Contractors

5 Days | 3.5 CEUs | Available by request

Course Description: This 40-hour course is designed for contractors, military and government employees who enforce or must comply with the requirements of USACE EM385-1-1. **Topics include:** Navy and USACE contract procedures; OSHA and its role on a USACE project; SSHO (Site Safety and Health Officer) qualifications and responsibilities; APP (Accident Prevention Plans) development; AHA (Activity Hazard Analysis) development ; Job site auditing; USACE safety and health requirements (EM385-1-1). Upon successful completion, students receive a course certificate and an OSHA 30-Hour construction card.



NCSH 480 Globally Harmonized System (GHS)

Training: Hazard Communication for Employers and Employees

4 hours | 0.5 CEUs | \$225

On-site customized classes are available

December 1, 2013 marks the first critical implementation date when employees must be trained on new workplace label elements and the updated Safety Data Sheet (SDS) format. Employee HAZCOM training must be updated so that workers can recognize and understand the new labels, pictograms, new hazard statements and precautions on SDSs. This updated HAZCOM/GHS course is designed for the employee, employer, safety professional, manager, consultant and trainer who wish to receive an overview of the changes to OSHA's Hazard Communication Standard (1910.120) plus helpful information, resources and materials on GHS vs. NFPA and HMIS labeling, the new classification of chemicals, changing from MSDS to SDS, new training requirements, and the comparison and contrasts between the former and the new standard. Current trainers will benefit from updated HAZCOM/GHS education for employees in your business, school or facility. Upon completion, the participant will receive a Certificate of Attendance and CEUs from Keene State College.

ON-SITE HAZCOM/GHS update training is available, customized to the needs of your employees and facility. Call for additional information: 800.449.6742 or email: oshaed@keene.edu.

Course Section	Start Date	End Date	Location
NCSH-446-N3C	March 29, 2016	March 29, 2016	Hartford, CT
NCSH-446-N6C	June 9, 2016	June 9, 2016	Manchester, NH

NCSH 400 Fire Prevention & Life Safety Course

5 Days | 3.5 CEUs | \$925

Course Description: This 5 day training course is specifically intended for safety professionals, risk managers, safety committee members, EH&S managers, fire service professionals, vendors and those who wish to broaden their education to include fire prevention and life safety.

The course will provide a comprehensive working knowledge of fire prevention and life safety in the workplace. Training covers aspects of fire anatomy and behavior, characteristics of flammable and combustible materials, fire protection in buildings, codes and regulations, fire extinguishing and detection systems, emergency planning, evacuation and emergency action plans. Tabletop exercises, demonstrations and scope of required plans and programs are included.

Also earned is a certificate from the FEMA Emergency Management Institute in Basic Incident Command (course ICS-100). The ICS-100 component will expose the student to the Incident Command System utilized during workplace emergencies and will educate participants who are industry personnel as to their function and position in the system.

NOTE: OSHA 7105 Evacuation and Emergency Planning is part of the curriculum and an OTIEC certificate will be issued in addition to the certificate for Fire Prevention & Life Safety. NCSH 400 is a core course in the Fire Prevention Life Safety Certificate Program.

Course Section	Start Date	End Date	Location
NCSH-400-N10C	Oct. 24, 2016	Oct. 28, 2016	Manchester, NH

NCSH 406 Scaffold Hazard Awareness

1 Day | 0.7 CEUs | \$255

Course Description: This course identifies hazards and controls associated with scaffolds as well as the OSHA regulations and applicable consensus and proprietary standards. Subject matter will address various types of scaffolding including supported, suspended, and aerial lifts. Topics of discussion include: types of scaffolds; general hazard categories of physical, structural, mechanical, electrical and health; and training requirements. In addition to “open enrollment” dates, training may be conducted at your site and customized to the scaffolds utilized within the facility or on the job site.

Who will benefit by attending: anyone working on or near scaffolds; supervisors; safety professionals; and employee and employer representatives.

Course Section	Start Date	End Date	Location
NCSH-406-N5C	May 3, 2016	May 3, 2016	Uncasville, CT
NCSH-406-N50C	May 19, 2016	May 19, 2016	Keene, NH

NCSH 424 Hands-On Fall Protection

1 Day | 0.7 CEUs | \$255

Prerequisites: OSHA #3115

Course Description: This hands-on course provides in-depth practical training for fall protection on conventional and unconventional applications. When work is performed on elevated surfaces or during construction and service activities, protection against falls must be considered. Contractors are required to have and/or provide a training course for each employee who might be working with or on ladders and exposed to fall hazards. Training provides participants instruction on recognizing risks and hazards of using ladders in the work environment, and solutions to minimize risks and hazards. This course is a practical all hands-on course for the “Competent Person” who will be managing this problem area.

This course is for individuals that are responsible for the supervision, implementation and monitoring of a managed fall protection program. This course incorporates extensive hands-on training and is based on the requirements of the US OSHA Regulations, and ANSI Z359.2 standard.

Students Will Learn:

- Selection, application and use of fall protection systems
- How to properly don fall protection equipment
- How to properly fit fall protection equipment
- Formal inspection procedure and documentation process
- Equipment cleaning, storage and disposal
- Identification of hazards impacting equipment integrity
- OSHA and ANSI inspection requirements

Who Should Attend: Managers, immediate supervisors of authorized persons or individuals working at height and who be considered the Competent Persons.

Equipment Requirements: Keene State College Safety Education Center and a reputable vendor will provide equipment to have a very successful Hands-On course. Keene State College Safety Education Center also encourages all attendees to bring their own equipment to the course. This will provide attendees the opportunity to incorporate their own gear into the labs and gain valuable training using their specific equipment

Course Section	Start Date	End Date	Location
NCSH-424-N6C	June 9, 2016	June 9, 2016	Keene, NH
NCSH-424-N11C	Nov. 17, 2016	Nov. 17, 2016	Millbury, MA

NCSH 436 HAZWOPER Initial Training, per OSHA

Title 29 CFR 1910.120

5 Day | 3.5 CEUs | \$795

Hazardous Waste Operations and Emergency Response

Course Description: This 5 day course is specifically designed for workers who are involved in clean-up operations, voluntary clean-up operations, storage, disposal, or treatment of hazardous substances or uncontrolled hazardous waste sites. Topics include protection against hazardous chemicals, safety of workers and OSHA regulations. This course covers topics included in 29 CFR 1910.120 Classroom presentations, tabletop exercises, hands-on exercises in a variety of chemical protective clothing and respiratory protection, and live interactive drills offer practical, applicable knowledge. Curriculum includes, but is not limited to, chemical hazards, air monitoring, medical surveillance, respirators, and protective clothing and site control in an emergency.

Course Section	Start Date	End Date	Location
NCSH-436-N7C	July 25, 2016	July 29, 2016	Keene, NH

NCSH 447 Conducting Environmental Health & Safety Audits

3 Days | 2.1 CEUs | \$695

Course Description: This course is designed to teach students the purpose and process of conducting organizational environmental, health, and safety audits. Students will learn the philosophy and purpose behind the auditing process; how organizational audits should be conducted; and receive and review auditing documentation covering common compliance and EH&S auditing metrics associated with the Environmental Protection Agency and Occupational Safety and Health Administration regulations. The course is focused more on the safety and health objectives but will cover common environmental issues that Safety and Health professionals should be aware of. The course will include a hands-on practical exam where students will audit an area of a facility. Students will learn how to present and manage information gathered in audits in order to maximize the benefit of the inspection process.

Target Audience: EH&S professionals, safety and health committee members, professionals with collateral duty safety and health auditing in the General Industry setting.

Course Section	Start Date	End Date	Location
NCSH-447-N1C	Jan. 10, 2017	Jan. 12, 2017	Uncasville, CT

On-Site Training is your tool for crafting an exceptional workplace.

On-site Training = Savings, both in terms of discounted group tuition, as well as no/limited travel and related expenses for your employees.

On-site Training added benefits may include hands-on training and demonstrations using your facility's equipment, vendors, tools and more!

Where? Anywhere! Corporate headquarters, branch office, meetings, conferences, hotel or local area association.

On-line Outreach Training:

www.keene.edu/conted/online_learning

To arrange for on-site training at your facility, email OSHAed@keene.edu or call **800.449.6742**.

NCSH 470 Electrical Safe Work Practices and Update to NFPA 70E®

1 Day | 0.7 CEUs | \$285

Course Description: Most of the electrical accidents and injuries in the workplace are the result of unsafe electrical work practices. Employers are required to provide a workplace safe from all recognized electrical hazards. To accomplish this goal an employer must incorporate OSHA 29 CFR 1910 and 1926, as well as best industry practices. This course covers hazards associated with working on or near exposed energized parts and safe work practices that could be implemented to reduce or eliminate these hazards. This course provides information from the OSHA regulations, and Chapter 1 of NFPA 70E® with practical discussion of requirements for qualified electrical workers. NFPA 70E® is a registered trademark of the National Fire Protection Association, Quincy, MA.

Who should attend: Maintenance and Construction Electricians and associated decision-makers, personnel who work in facilities maintenance, HVAC, generators, UPS systems, infrared testing, assembly-type testing, electrical testing labs, engineering, and safety professionals.

Course Section	Start Date	End Date	Location
NCSH-470-N3C	March 11, 2016	March 11, 2016	Manchester, NH
NCSH-470-N8C	Aug. 3, 2016	Aug. 3, 2016	Uncasville, CT
NCSH-470-N11C	Nov. 29, 2016	Nov. 29, 2016	Concord, NH

NCSH 461 Principles of Work Zone Safety Supervision

1 Day | 0.7 CEUs | \$255

Course Description: This 7-hour class is intended for supervisors, crew leaders, inspectors, safety professionals and employees who will establish, oversee or work in temporary traffic control zones on roads, for utility/ construction/ maintenance work (from a few hours to a few days). This course focuses on field application of the 2009 Manual on Uniform Traffic Control Devices (MUTCD) Typical Applications (TAs) and related traffic control plans. Course participants will receive a printed copy of the 2009 MUTCD parts 1, 5, and 6 plus a pocket guide, course hand-outs and certificate of completion.

Topics include: anticipating needs and providing clear, positive guidance for safe passage through a work zone for drivers, pedestrians, bicyclists, motorcyclists and handicapped persons; MUTCD standards, guidelines and options; performing a work zone hazard assessment; setting up and removing temporary traffic control; advance warning signs; determining need for flaggers and proper deployment; inspecting stop/slow paddles, lighted wands, retro-reflective signs and related equipment; selecting proper ANSI/ISEA 107-compliant high visibility safety apparel based on lighting and weather conditions; working effectively with law enforcement personnel; cones, barrels and channelizing devices; minimum safe sight lines and stopping distances; identifying field conditions that require modifications of typical applications; interpreting a traffic control plan and adaptations(s); internal traffic control plans; creating a work zone inspection log.

NOTE: Training primarily focuses on roads in cities and towns.

Course Section	Start Date	End Date	Location
NCSH-461-N6C	June 4, 2016	June 4, 2016	Keene, NH

NCSH 474 Medium Voltage Electrical Safety for Qualified Workers

1 Day | 0.7 CEUs | \$285

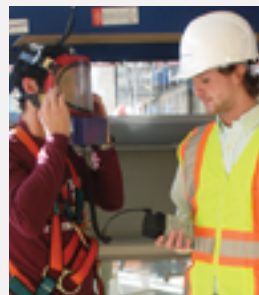
Prerequisite: NCSH 470 Electrical Safety Work Practices/NFPA 70E® or equivalent

Course description: This training is for those "qualified" individuals in the workplace who handle medium voltage (600 volts to 38,000 volts) electrical apparatus. Specialized one day supplemental training includes differences between low and medium voltage apparatus, de-energizing equipment, proper testing, using hot sticks, racking in/out breakers, grounding, and associated PPE requirements. In addition to "open enrollment" dates listed, training can be conducted on-site for groups of qualified employees, customized to the facilities where a variety of medium voltage equipment exposes workers to specific electrical hazards. References OSHA 1910.269 and National Electric Safety Code and NFPA where applicable.

Course Section	Start Date	End Date	Location
NCSH-474-N3C	March 18, 2016	March 18, 2016	Manchester, NH
NCSH-474-N8C	Aug. 4, 2016	Aug. 4, 2016	Uncasville, CT
NCSH-474-N11C	Nov. 30, 2016	Nov. 30, 2016	Concord, NH



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For detailed information: www.keene.edu/academics/programs/safe/

SOHAS Student Internship Program: Organizations and businesses interested in sponsoring a Keene State College Safety and Occupational Health Applied Sciences intern or graduate practicum should contact Dr. Larry McDonald, Professor and Chair of Safety & Occupational Health Applied Sciences • lmcdonal@keene.edu or 603.358.2976.



Keene State College is the home of "WorkWISE NH", formerly known as the "NH Occupational Safety and Health Consultation Service".

Visit WorkWISE NH: keene.edu/academics/conted/safety/workwise/

OSHA Safety & Health Courses by Month — 2016



The schedule of courses listed here includes blocks that are combined at the same facility in the same week. If you are looking to maximize your training time, this is a convenient way to do it. Take advantage by signing up for blocks of courses and complete multiple courses in one week or less!

April	May	June	July	August	September	October	November	Dec. / Jan.
NCOS 502 4/4-6 Wellesley, MA	NCOS 7405: 5/2 Uncasville, CT	NCSH: 461: 6/4 Keene, NH	NCOS 511: 7/11-14 Burlington, VT	NCSH 443 : 8/1-3 Manchester, NH	NCOS 510: 9/6-9 Wethersfield, CT	NCOS 2045: 10/3-6 Warwick, RI	NCOS 7115: 10/31 Woburn, MA	NCOS 7005: 12/1 Manchester, NH
NCOS 510: 4/4-7 Manchester, NH	NCSH 406: 5/3 Uncasville, CT	NCOS 503: 6/6-8 Hartford, CT	NCOS 510: 7/18-21 Manchester, NH	NCSH 475 : 8/1-2 Uncasville, CT	NCOS 7500: 9/6 Warwick, RI	NCOS 510: 10/11-14 Manchester, NH	NCOS 7300: 11/1 Woburn, MA	NCOS 7105: 12/2 Manchester, NH
NCOS 503: 4/6-8 Agawam, MA	NCOS 5600: 5/2-5 Lowell, MA	NCOS 502: 6/8-10 Hartford, CT	NCOS 503: 7/18-20 Manchester, NH	NCSH 470 : 8/3 Uncasville, CT	NCOS 7505: 9/7-8 Warwick, RI	NCOS 511: 10/11-14 Manchester, NH	NCOS 7405: 11/2 Woburn, MA	NCOS 7400: 12/5 Manchester, NH
NCOS 7410: 4/7 Woburn, MA	NCOS 2045: 5/3-6 Augusta, ME	NCOS 3115: 6/6-8 Keene, NH	NCOS 502: 7/20-22 Manchester, NH	NCSH 474 : 8/4 Uncasville, CT	NCOS 7845: 9/8 Warwick, RI	NCOS 503: 10/17-19 Mashantucket, CT	NCOS 7410: 11/3 Woburn, MA	NCOS 521: 12/6-9 Manchester, NH
NCOS 5400: 4/11-14 Manchester, NH	NCOS 503: 5/9-11 Warwick, RI	NCSH 424: 6/9 Keene, NH	NCOS 2255: 7/25-27 Fitchburg, MA	NCOS 7100: 8/8 Manchester, NH	NCOS 7105: 9/9 Warwick, RI	NCOS 502: 10/19-21 Mashantucket, CT	NCOS 501: 11/1-4 Manchester, NH	NCOS 2055: 12/5-7 Littleton, MA
NCOS 7500: 4/12 Wethersfield, CT	NCOS 502: 5/11-13 Warwick, RI	NCOS 511: 6/6-9 Bangor, ME	NCOS 500: 7/25-28 Manchester, NH	NCOS 7115: 8/9 Manchester, NH	NCOS 511: 9/13-16 Mashantucket, CT	NCOS 500: 10/17-20 Manchester, NH	NCOS 502: 11/9-11 Manchester, NH	NCOS 510: 12/12-15 Warwick, RI
NCOS 7505: 4/13-14 Wethersfield, CT	NCOS 510: 5/9-12 So. Portland, ME	NCSH 441: 6/7-8 Manchester, NH	NCOS 501: 7/25-28 Manchester, NH	NCOS 7300: 8/10 Manchester, NH	NCOS 500: 9/19-22 Woburn, MA	NCOS 2264: 10/18-21 Manchester, NH	NCOS 3115: 11/14-16 Millbury, MA	NCOS 7120: 12/13-14 Mashantucket, CT
NCOS 7845: 4/14 Wethersfield, CT	NCOS 7205: 5/16 Manchester, NH	NCSH 480: 6/9 Manchester, NH	NCOS 436: 7/25-29 Keene, NH	NCOS 7405: 8/11 Manchester, NH	NCOS 502: 9/19-21 Manchester, NH	NCOS 2225: 10/24-27 Uncasville, CT	NCSH 424: 11/17 Millbury, MA	NCOS 502: 12/19-21 Woburn, MA
NCOS 5402: 4/12-14 Manchester, NH	NCOS 2015: 5/17-20 Manchester, NH	NCOS 7225: 6/9-10 Manchester, NH		NCOS 7410: 8/12 Manchester, NH	NCOS 3095: 9/20-23 Hartford, CT		NCOS 500: 11/14-17 Wethersfield, CT	NCOS 501: 12/19-22 Springfield, MA
NCSH 446: 4/13-15 Manchester, NH	NCOS 503: 5/17-19 August, ME	NCOS 7400: 6/14 Keene, NH		NCOS 511: 8/15-18 Springfield, MA	NCOS 501: 9/26-29 Mashantucket, CT	NCSH 400: 10/24-28 Manchester, NH	NCOS 510: 11/14-17 Woburn, MA	January 2017
NCOS 7100: 4/18 Mashantucket, CT	NCOS 2055: 5/16-18 Keene, NH	NCSH 442: 6/15-17 Keene, NH		NCOS 510: 8/15-18 Wethersfield, CT	NCOS 3015: 9/26-29 Wellesley, MA	OSHA 7115: 10/31 Woburn, MA	NCOS 511: 11/14-17 Warwick, RI	NCSH 445: 1/10-11 Keene, NH
NCOS 7115: 4/19 Mashantucket, CT	NCOS 406: 5/19 Keene, NH	NCOS 7500: 6/15 Manchester, NH		NCOS 502: 8/23-25 Wellesley, MA			NCOS 7205: 11/14 Mashantucket, CT	NCSH 447: 1/10-12 Uncasville, CT
NCOS 7300: 4/20 Mashantucket, CT	NCOS 7300 : 5/20 Keene, NH	NCOS 7505: 6/16-17 Manchester, NH		NCOS 503: 8/29-31 Fitchburg, MA			NCOS 2015: 11/15-18 Mashantucket, CT	
NCOS 7005: 4/21 Mashantucket, CT	NCOS 511: 5/23-26 Warwick, RI	NCSH 485: 6/17 Manchester, NH		NCOS 500: 8/29-9/1 Wethersfield, CT			NCOS 2255: 11/28-30 Manchester, NH	
NCOS 7105: 4/22 Mashantucket, CT	NCOS 500: 5/23-26 Augusta, ME	NCOS 501: 6/20-23 Bangor, ME					NCOS 503: 11/28-30 Manchester, NH	
NCOS 500: 4/18-21 Manchester, NH	NCOS 3015: 5/23-26 Keene, NH	NCOS 510: 6/20-23 Warwick, RI					NCSH 470: 11/29 Concord, NH	
NCOS 2225: 4/18-21 Manchester, NH	NCOS 3095: 5/31-6/3 Keene, NH	NCOS 2264: 6/21-24 Woburn, MA					NCSH 474: 11/30 Concord, NH	
NCOS 511: 4/18-21 Concord, NH	NCOS 461: 6/4 Keene, NH	NCOS 502: 6/27-29 Augusta, ME					NCOS 500: 11/29-12/2 Wellesley, MA	
NCSH 444: 4/25 Fitchburg, MA								
NCOS 501: 4/25-28 Uncasville, CT								
NCOS 521: 4/26-29 Fitchburg, MA								
NCOS 7120: 4/26-27 Manchester, NH								

Terms & Conditions for Region I OTIEC Registration

Registration and Tuition:

Course registration in advanced is required. Please visit our center's website at OSHAedNE.com/classroom to locate forms. Complete and submit by fax, email scan or mail, along with any prerequisite documentation that is applicable. Assistance and clarification is available by calling the Center at 800-449-6742.

Tuition payment information: Payment and registration must be received prior to the course start date to assure a place in class. Registration at least seven (7) days before the course start date is recommended to avoid a \$25 administrative late registration fee. This allows us to prepare for your attendance effectively and efficiently. The student is responsible for any and all charges incurred by Keene State College, including any collection costs associated with non-payment.

Keene State College accepts the following methods of payment:

- Credit card (MasterCard, VISA and Discover)
- Business or personal checks
- Money orders
- Company purchase orders

Please make checks and purchase orders payable to Keene State College. We request that purchase order(s) or checks are included with the registration form. Please include the student(s) name(s) and course number(s) on the purchase order or check.

We cannot issue course documentation unless tuition payment has been received in full.

Notes: Payment of tuition does not ensure the student will pass the hourly and course requirements. Tuition fees are subject to change at any time.

Prerequisites: The Directorate of Training and Education/OSHA has prescribed certain prerequisite requirements for individuals wishing to become OSHA Outreach Trainers. For information about prerequisite requirements, please view the course descriptions or call the Center to inquire. OSHA Training Institute Education Centers are not permitted to register a participant into an Outreach Trainer course without receiving required documentation, reviewed submitted information and approved participation.

Special needs: If you have a disability requiring a specific academic accommodation, please call the OSHA Training Institute Education Center (800-449-6742) before your course starts.

Language Specific Training: Training required by OSHA Standards must be presented in a manner that employees understand. OTIEC Region 1 courses are presented verbally, visually and in written materials in English. If you are not conversant in English, please contact our office before registering to attend. This includes those individuals with low literacy skills and reading comprehension challenges. If there are ways we at OTIEC Region 1 can accommodate your language or literacy needs, we will assist you or will refer you to others who may be a resource for you. Group training by contract for non-English speaking audiences may be available, please inquire.

Dietary Limitations: Course lunches are obtained from a variety of sources, and in most cases special meal requests cannot be accommodated. Attendees with special dietary needs (diabetic, allergies, gluten-free, religious, vegetarian, etc.) should plan to bring their own suitable food and drink to OTIEC courses.

Attendance: Students are expected to attend 100% of the course in which they are enrolled, and complete hourly and course requirements before a certificate of completion can be issued.

Withdrawal/Cancellation/ Refunds/Postponement

Course withdrawal or cancellation notification must be made in writing (fax and email are acceptable) and received (not postmarked) five (5) business days prior to the course start date. Withdrawals or cancellations received in a timely manner will be 100% refunded. Cancellations made within five (5) business days of the course start date will be charged a 25% cancellation fee if not rescheduled. Non-payment of fees or not showing up for confirmed training, does not constitute a "withdrawal." "No shows" will be charged the full tuition fee. No refund is granted for withdrawals after the course begins. Substitution of another participant may be made, for no additional fee, prior to the start of the course. Contact the Center immediately if substitution of participants is made.

In New England, we have occasional inclement weather, and courses may be postponed or rescheduled. The safety of our students is important to us. Keene State College reserves the right to cancel courses due to unforeseen circumstances, and will return only the registration/course tuition. Keene State College is not responsible for travel expenses incurred by the participant in the event of cancellation or rescheduling. Keene State College "open enrollment" courses may also be cancelled or rescheduled due to under enrollment. If you are registered, you will be notified should a course be rescheduled or removed from the master calendar.

Directions and Accommodations

Upon registration, course confirmation, directions, and local area accommodation information will be sent to you by mail, fax, or e-mail. Please tell our registration specialist if you will be traveling a distance to one of our facilities and require additional information. Local area accommodations information and directions for each training venue appears at our website www.OSHAedNE.com/locations.

PRIVACY POLICY

Directory Information Allowed:

Directory information includes information that is collected from a student upon registration and information that a student gives in routine inquiries. Information provided on registration forms implies consent to use for internal academic and marketing purposes. Keene State College does not sell, lease, loan or publically provide student information. The OSHA Training Institute Education Center, Region 1/Keene State College considers the following to be directory information:

Name

Mailing address(es) Business and Home

Telephone & Fax (Home, Business, Cell phone)

E-mail address(es)

Date of birth

Dates of course(s) attendance

Certificates and awards received





175 Ammon Drive, Manchester, NH 03103-3308

OSHA Safety and Health Courses

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OSHA Training

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Train-the-Trainers

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