



# Certified Safety & Health Official Certificate Program

## Completion Form

Please retain this form and the Course Completion Record sheet. When you have completed the assigned core requirements and appropriate number of electives for your certificate program, fill out the Completion Form and appropriate Course Requirement Completion Record (if transferring a course from another OTIEC you must include the certificate from that course), and mail to:

**OSHA Training Institute Education Center**  
**1050 Perimter Rd., Suite 202**  
**Manchester, NH 03103**

or fax: **603.645.0080**

Your Certified Safety and Health Specialist Certificate and plaque will be mailed to you within 30 days of our receipt of this Completion Form and the Course Completion Record sheet.

Name: \_\_\_\_\_  
Last First Middle Initial Suffix

Home: \_\_\_\_\_  
Street/P.O. Box City/Town State Zip Code

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Employer: \_\_\_\_\_ Your Title: \_\_\_\_\_

Employment: \_\_\_\_\_  
Street/P.O. Box City/Town State Zip Code

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

=====

Please indicate DATE of COMPLETION, and which Certificate Program(s) you are completing: \_\_\_\_\_  
month day year

☐ Construction

☐ General Industry

=====

Please indicate to which address would like your certificate to be sent: ☐ Home ☐ Business

1050 Perimter Rd., Suite 202  
Manchester, New Hampshire 03103

800.449.6742  
Fax: 603.645.0080

email: [oshaed@keene.edu](mailto:oshaed@keene.edu)  
[www.OSHAedNE.com](http://www.OSHAedNE.com)



Keene State College OSHA Training Institute Education Center Region 1

# Certified Safety & Health Official Certificate Program

## Construction Requirements Course Completion Record

9 core courses plus  
3 electives in the configuration noted

Course Number	Course Title	Course Location	Date of Course Completion
<b>Nine (9) Core Courses</b>			
500	OSHA Standards Trainer Course (Const.) or 502		
510	OSHA Standards Course (Construction)		
511	OSHA Standards Course (General Industry)		
521	Industrial Hygiene		
3015	Excavation, Trenching & Soil Mechanics		
3085	Principles of Scaffolding		
3095	Electrical Standards		
3115	Fall Protection		
7845	Recordkeeping Rule		
<b>Electives: 3 required</b> At least 1 Required from this long course section			
2015	Hazardous Materials		
2055	Cranes in Construction		
2225	Respiratory Protection		
2255	Principles of Ergonomics		
2264	Permit-Required Confined Space Entry		
<b>Electives</b> Short term courses: 2 count as 1 elective, max 4			
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 Hazard Awareness		
7215	Silica in Construction, Maritime, & General Industries		
7225	Transitioning to Safer Chemicals		
7300	Permit Required Confined Space Standards		
7400	Noise Hazards in Construction & General Industry		
7500	Safety & Health Management Systems		
7505	Introduction to Accident Investigation		



Keene State College OSHA Training Institute Education Center Region 1

# Certified Safety & Health Official Certificate Program

9 core courses plus  
3 electives in the configuration noted

## General Industry Requirements Course Completion Record

Course Number	Course Title	Course Location	Date of Course Completion
<b>Nine (9) Core Courses</b>			
501	OSHA Standards Trainer Course (G.I.) or 503		
511	OSHA Standards Course (General Industry)		
510	OSHA Standards Course (Construction)		
521	Industrial Hygiene		
2045	Machinery & Machine Guarding		
2255	Principles of Ergonomics		
2264	Permit-required, Confined Space Entry		
3095	Electrical Standards		
7845	Recordkeeping Rule		
<b>Electives: 3 Required</b> At least 1 from this section			
2015	Hazardous Materials		
2225	Respiratory Protection		
3115	Fall Protection		
<b>Electives Short term</b> courses: 2 count as 1 elective. Max 4			
7105	Evacuation & Emergency Planning		
7115	Lock Out/Tag Out		
7120	Introduction to Combustible Dust Hazards		
7200	Bloodborne Pathogen Exposure Control		
7205	Health Hazard Awareness		
7215	Silica in Construction, Maritime, & General Industries		
7225	Transitioning to Safer Chemicals		
7400	Noise Hazards in Construction & General Industry		
7405	Fall Hazard Awareness		
7500	Safety & Health Management Systems		
7505	Introduction to Accident Investigation		