Commitment to excellence and achievement abound at Keene State College. Our highly regarded safety programs exemplify the reasons why your involvement in safety and health with Keene will be transformative and recognized wherever life leads you. *Choose Wisely – Choose Keene.*

**A Bachelor’s Degree in Safety and Occupational Health Applied Science (SOHAS)** prepares students to protect the health and safety of workers in all kinds of situations. Designed to help students think critically, anticipate, identify, and prioritize hazards, the course of study emphasizes problem-solving, understanding cost effectiveness, developing professional and program management skills, and learning the full range of safety and environmental regulatory compliance.

**First in the nation to offer a bachelor of science degree in Construction Safety Sciences.** The major prepares students for a variety of occupational safety and health program management positions in private and public construction.

**ONLINE M.S. in Safety and Occupational Health Applied Science** Recognized by the Board of Certified Safety Professionals (BCSP) as a Qualified Academic Program (QAP), emphasizes safety management skills and best practices and degree completion in 18 months (12 months full-time).

**Partners in Safety and Health** WorkWISE NH provides free, on-site occupational safety and health consultation services to eligible privately owned NH small business employers with 250 or fewer employees at one site; and fewer than 500 overall.
Where do I find information in this catalog?

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What is on the Cover?

1. Tugboats assist a container ship as it docks for unloading.
2. Students erect a scale model of a suspended scaffold in the Learning Lab at the OTI Education Center with instructor Kimlee Lindgren.
3. Miranda Gowell of Team Safe Trucking receives her CSHO Construction from OTI Education Center instructor Chip Darius.
4. VT Electric Co workers at a substation in VT applying grounds with hot sticks. 
   Photo by: Lee Marchessault, Workplace Safety Solutions.
5. Suited up HAZWOPER students measure hazardous atmospheres using air monitoring instruments.
6. A student in the newly revised OSHA 3095 Electrical Standards course tests out a grounding with a hot stick (photo 4 demonstrates field use of this technique).
7. HAZWOPER Hello! Students in the recent HAZWOPER class wearing breathable and non-breathable mittens, experiencing different levels of heat stress.

For details on all these programs visit pages 20-21.
OSHA Standards Courses

**OSHA #510: Occupational Safety & Health Standards for Construction**

**Course Description:** This course covers the scope and application of OSHA construction standards, as well as construction site safety and health principles with special emphasis on areas most hazardous using OSHA standards as a guide. Upon course completion students will have the ability to define construction safety and health terms found in the Standards and Subparts, identify hazards which occur on construction sites, locate appropriate subparts, interpretations and resources, and describe the use of OSHA Standards and regulations to supplement an ongoing safety and health program. Participants learn through facilitated discussion, exercises, and activities. Covered are the effects of workplace injuries and illnesses, the mission and importance of OSHA in the workplace, organization, origin, codification of OSHA Standards, processes and rules for OSHA inspections, citations, penalties and policies, with an orientation to OSHA recordkeeping requirements for injuries and illnesses, OSHA safety and health management programs, and an understanding 'how to' use the 29 CFR 1926 Construction Standards Code of Federal Regulations. Participants must attend all modules and pass a multiple choice examination for successful course completion.

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<thead>
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<td>Dec. 16, 2019</td>
<td>Dec. 19, 2019</td>
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Tuition increase as of January 1, 2020 to $875

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<td>Feb. 6, 2020</td>
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<td>NCOS-510-N3C</td>
<td>March 9, 2020</td>
<td>March 12, 2020</td>
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<td>NCOS-510-N4C</td>
<td>April 14, 2020</td>
<td>April 17, 2020</td>
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<td>NCOS-510-N5C</td>
<td>May 4, 2020</td>
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<td>Manchester, NH</td>
</tr>
<tr>
<td>NCOS-510-N6C</td>
<td>June 1, 2020</td>
<td>June 4, 2020</td>
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**OSHA #511: Occupational Safety & Health Standards for General Industry**

**Course Description:** This course covers the scope and application of OSHA general industry standards, as well as general industry safety and health principles with special emphasis on areas most hazardous using OSHA standards as a guide. Upon course completion students will have the ability to define general industry terms found in the Standards and Subparts, identify hazards which occur in general industry, locate appropriate subparts, interpretations and resources, and describe the use of OSHA Standards and regulations to supplement an ongoing safety and health program. Participants learn through facilitated discussion, exercises, and activities. Covered are the effects of workplace injuries and illnesses, the mission and importance of OSHA in the workplace, organization, origin, codification of OSHA Standards, processes and rules for OSHA inspections, citations, penalties and policies, with an orientation to OSHA recordkeeping requirements for injuries and illnesses, OSHA safety and health management programs, and an understanding 'how to' use the 29 CFR 1910 General Industry Standards Code of Federal Regulations. Participants must attend all modules and pass a multiple choice examination for successful course completion.

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Tuition increase as of January 1, 2020 to $875

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<td>NCOS-511-N9C</td>
<td>Sept. 21, 2020</td>
<td>Sept. 24, 2020</td>
<td>Holyoke, MA</td>
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<td>NCOS-511-N10C</td>
<td>Nov. 30, 2020</td>
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**OSHA #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.

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<td>NCOS-521-N4C</td>
<td>April 21, 2020</td>
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<td>Aug. 24, 2020</td>
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* Suggested Value Added Training: NCSH 449 Workplace Air Contaminant Sampling & Analysis. The NCOS 521 is a prerequisite to taking the NCSH 449. Visit page 23 for details on NCSH 449.
OSHA #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. In this course, the functionality and interrelations of the laws, regulations and standards related to hazardous materials and the strategies for eliminating or reducing hazards associated with hazardous materials will be presented. In addition, the following topics relating to hazardous materials management and compliance will be discussed: compressed gases, acetylene, nitrous oxide, welding (and related operations), liquefied petroleum gases, flammable liquids, spray finishing, dipping and coating, cryogenics and refrigerated liquids, anhydrous ammonia, and high-risk operations (process safety, emergency response). Upon course completion, students will have the ability to assess compliance with OSHA hazardous materials standards, determine hazardous (classified) locations, and proper moving, storing, and handling of hazardous materials.

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

OSHA #2045 Machinery & Machine Guarding Standards

Course Description: This course covers the various types of common machinery, machine safe guards, and related OSHA regulations and procedures. Guidance is provided on the hazards associated with various types of machinery and the determination of proper machine safe guards.

Topics include: machinery processes, mechanical motions, points of operation, control of hazardous energy sources (lockout/tagout), common OSHA machine guarding violations, and guarding of portable powered tools, conveyors, and robotics. Program highlights include the ability to recognize hazards and provide options for control and hazard abatement through machine safeguarding inspection workshops. Upon course completion students will have the ability to describe common machine hazards and sources of energy, identify resources for assisting with machine guarding issues, and determine methods of control and hazard abatement, and selection of appropriate machine safe guards.

OSHA #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.

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 #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 and protection factors; and evaluate compliance with OSHA Standards. This course provides basic foundation and training in respiratory protection, so that participants with facility safety and health experience, might fill the role of respirator program administrator (RPA) at their employer’s discretion.

Pre-registration required. Class hours are 8:00am-4:30pm daily unless otherwise specified on your course confirmation letter.
OSHA Standards Courses

OSHA #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 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; appropriate atmospheric testing equipment and limitations; functional use and 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 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 #3085 Principles of Scaffolding
Course Description: This course covers the requirements for construction and the safe construction and use of scaffolding using the OSHA construction scaffold standard as a guide. Topics include: hazards associated with scaffold design, assembly, disassembly and use, types of scaffolds, determining scaffold capacity, employee qualifications and training, and maintenance, repair, and inspection requirements. Students will participate in workshops to reinforce concepts of safe scaffolding. Upon course completion students will have the ability to identify the types of scaffolds and their components, determine safe assembly, use, and disassembly, and recognize common violations of OSHA Standards.
OSHA #3095  Electrical Standards

Course Description: This course covers OSHA Electrical Standards and the hazards associated with electrical installations and equipment.

Topics include: single- and three-phase systems, cord and plug-connected and fixed equipment, grounding, ground fault circuit interrupters, and safety-related work practices. Emphasis is placed on electrical hazard recognition and OSHA Standards, policies, and procedures and applicable portions of the National Electrical Code (NEC). Students will participate in workshops on the safe and correct use of electrical testing equipment. Upon course completion, students will have the ability to understand the severity of electrical current on the human body, recognize and evaluate actual and potential electrical hazards and reference the applicable OSHA Standard, determine hazard abatement measures, and understand the proper use of electrical testing equipment.

OSHA #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.

Topics include: principles of fall protection, components and limitations of fall arrest systems, workshops demonstrating the inspection and usage of fall protection equipment, residential construction fall protection, training requirements and the process and risk strategies involved in creating and evaluating a fall protection program. Students participate in lively discussion and exercises/small group workshops. Upon successful completion, students have the ability to assess compliance with OSHA Fall Protection standards, evaluate installed passive systems and fall arrest systems, and develop and implement fall protection plans. Additional Topics include: 29 CFR 1926 Subpart M, Sample Fall Protection plans, consensus standards and summaries, fall hazard analysis, fall accidents and fatalities, litigation decisions, “What’s NEW in OSHA” relative to fall protection. Pre and Post knowledge inventories and exercises.

OSHA #5410 Standards for the Maritime Industry

Course Description: 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 #6005 OSHA Collateral Duty Course for Other Federal Agencies

Course Description: Covers the OSH Act, Executive Order 12196, and the OSHA General Industry Standards. This course is intended for federal agency collateral duty safety and health personnel. With use of the OSHA General Industry Standards, special emphasis is placed on areas in general industry which are most hazardous. Upon course completion students will have the ability to define general industry terms, identify hazards that occur in general industry, determine appropriate standards and regulations for federal agencies, locate OSHA General Industry Standards, policies, and procedures, and describe the use of the OSHA General Industry Standards and regulations to effectively assist agency safety and health officers with inspection and abatement efforts.

Pre-registration required. Class hours are 8:00am-4:30pm daily unless otherwise specified on your course confirmation letter.
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<td>OSHA #7105</td>
<td>Introduction to Evacuation &amp; Emergency Planning</td>
<td>Feb. 24, 2020</td>
<td>Feb. 24, 2020</td>
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* Suggested Value Added Training: For supplemental education on ergonomics, see OSHA #2255 Principles of Ergonomics course on page 4.

On-site training is available -- request a course at: OSHAedNE.com/contact-us/on-site-training-request/

Tuition increase as of January 1, 2020 to $265

Planning and Fire and Explosion, as tools in planning for emergencies.

Risk for terrorist attack and how to utilize OSHA’s two matrices, Evacuation Exit Plan and Emergency Action Plan. Planning 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 effective control methods that may be used to better protect employees from these hazards. Upon course completion students will be able to explain machine motions and actions, identify common types of machinery, identify common machine hazards and locations of those hazards, identify basic methods of safeguarding, and be familiar with commonly applicable OSHA Machinery and Machine Guarding Standards to help reduce the potential for accidents and injuries. (Minimum student contact hours: 7.) Advanced training is available by attending OSHA 2045: Machinery and Machine Guarding.

OSHA #7105: Introduction to 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 #7105: Introduction to Evacuation & Emergency Planning

Course Description: Planning and Fire and Explosion, as tools in planning for emergencies.

OSHA #7100: Introduction to Machinery & Machine Safeguarding

Course Description: OSHA 7100 explains the process to identify, select and properly safeguard machinery, to protect employees and others in the work area and deliver appropriate training in safe work practices. Intended as an overview course for employees in a machining environment and allied safety professionals who can benefit from attending to enhance on-site machine guarding applications.

Topics include: machine motion, machine actions, common hazards of machinery, the areas of machines most associated with the hazards, an overview of the Subpart O standards, so employees can better apply rudimentary techniques and understanding as well as understanding OSHA’s enforcement parameters for safeguarding.

OSHA #7000: OSHA Training 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 #7005: Public 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 #7100: Introduction to Machinery & Machine Safeguarding

Course Description: OSHA 7100 explains the process to identify, select and properly safeguard machinery, to protect employees and others in the work area and deliver appropriate training in safe work practices. Intended as an overview course for employees in a machining environment and allied safety professionals who can benefit from attending to enhance on-site machine guarding applications.

Topics include: machine motion, machine actions, common hazards of machinery, the areas of machines most associated with the hazards, an overview of the OSHA standards requiring safeguarding certain types of machinery, and an overview of effective control methods that may be used to better protect employees from these hazards. Upon course completion students will be able to explain machine motions and actions, identify common types of machinery, identify common machine hazards and locations of those hazards, identify basic methods of safeguarding, and be familiar with commonly applicable OSHA Machinery and Machine Guarding Standards to help reduce the potential for accidents and injuries. (Minimum student contact hours: 7.) Advanced training is available by attending OSHA 2045: Machinery and Machine Guarding.

OSHA #7105: Introduction to 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 #7000: OSHA Training 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 #7005: Public 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 #7100: Introduction to Machinery & Machine Safeguarding

Course Description: OSHA 7100 explains the process to identify, select and properly safeguard machinery, to protect employees and others in the work area and deliver appropriate training in safe work practices. Intended as an overview course for employees in a machining environment and allied safety professionals who can benefit from attending to enhance on-site machine guarding applications.

Topics include: machine motion, machine actions, common hazards of machinery, the areas of machines most associated with the hazards, an overview of the Subpart O standards, so employees can better apply rudimentary techniques and understanding as well as understanding OSHA’s enforcement parameters for safeguarding.

We have no current dates for this course, but we may add a section in the future. Watch for an added course at: OSHAedne.com/osahe-7000

On-site training is available -- request a course at: OSHAedNE.com/contact-us/on-site-training-request/

* Suggested Value Added Training: For supplemental education on ergonomics, see OSHA #2255 Principles of Ergonomics course on page 4.
OSHA #7110 Safe Bolting: Principles and Practices

Course Description: This course is a 1-day OSHA safety awareness course for individuals involved in bolting applications. Course topics include safe operation and handling of high powered bolting tools, pressure vessels and piping, machinery or mechanical joints and structural connections. The instructional method is facilitated, interactive training, short modules of information and small group exercises allow for both learning and continual assessment by the lead instructor. The target audience is first line mechanical operators including millwrights, pipefitters and those who work with mechanical joints as part of their daily work. Upon completing the course, participants have the ability to understand the basic technology of bolted joints, safety principles associated with tool selection and operation, workplace conditions, bolting methods and procedures, and have gained knowledge and skills to recognize when there is danger present in a bolting application.

OSHA #7115 Lockout/Tagout

Course Description: This one-day 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 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.
OSHA #7200 Bloodborne Pathogens Exposure Control

**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.

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OSHA #7205 Health Hazard Awareness

**Course Description:** This course covers common health hazards that are encountered in the workplace. These health hazards include exposure to chemicals, asbestos, silica, and lead. Course topics include recognition and evaluation of health hazards and their sources of exposure, and engineering and work practice controls. Students participate in workshops on evaluation and abatement of workplace health hazards. Upon course completion students will have the ability to understand common health hazards in the workplace, methods for controlling and abatement of these hazards, and where to find additional resources.

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OSHA #7215 Silica in Construction, Maritime, and General Industries

**Course Description:** This course covers the development and implementation of controls and strategies to prevent or mitigate silica exposures in construction, maritime, and general industries. Course topics include describing the requirements of OSHA’s Respirable Crystalline Silica standards and recognizing the hazards and risks, assessment options, and exposure control measures associated with silica exposure.

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**OSHA #7200:** 1 Day | 0.7 CEUs | $265

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<th>Start Date</th>
<th>End Date</th>
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<td>May 11, 2020</td>
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</table>

Tuition increase as of January 1, 2020 to $265

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**OSHA #7205:** 1 Day | 0.7 CEUs | $255

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**OSHA #7215:** 1 Day | 0.7 CEUs | $285

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<td>May 14, 2020</td>
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<td>Manchester, NH</td>
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</table>
OSHA #7225 Transitioning to Safer Chemicals*

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.

What are the Benefits?

1. Collaboration with other participants
2. Learning a systems approach for chemical use
3. Learning how to build a Safer alternatives team
4. Learning about the chemical use of assessment process
5. Learning about new available assessment tools

OSHA #7225:                                2 Days | 1.4 CEUs  | $395

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<td>Aug. 19, 2020</td>
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* Suggested Value Added Training: NCSH 480 Globally Harmonized Systems. It is recommended that those without previous hazardous material training should consider taking the NCSH 480 GHS course prior to the OSHA 7225.

For NCSH 480 details visit page 23.

OSHA #7300 Understanding OSHA’s Permit-Required Confined Space Standards

Course Description: This course covers the requirements of the OSHA Permit-Required Confined Space Standards with a comparison and contrast between 29 CFR 1910.146 (General Industry) and Subpart AA (Construction). Course topics include safety and health hazards associated with confined space entry, and the evaluation, prevention, and abatement of these hazards. The course covers OSHA requirements; it does not feature workshops (instrumentation, control methods and testing) which are included in the OSHA course #2264 Permit-Required Confined Space Entry. OSHA 7300 is designed for small employers or a designated representative with the responsibility to develop a permit-required confined space program and for their workers to understand the concepts. 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 #7300:                                1 Day | 0.7 CEUs | $255

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Tuition increase as of January 1, 2020 to $265

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<td>Aug. 5, 2020</td>
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<td>Wethersfield, CT</td>
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Suggested Value Added Training:

For advanced education on Permit Required Confined Spaces, refer to OSHA #2264 on page 4.

Pre-registration required. Class hours are 8:00am-4:30pm daily unless otherwise specified on your course confirmation letter.
**OSHA Short-Term Technical Courses**

### OSHA #7400: Noise Hazards and Hearing Protection in Construction & General Industries
**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.

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<td>May 12, 2020</td>
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### OSHA #7405: Fall Hazard Awareness for the Construction Industry
**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 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.

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<td>May 13, 2020</td>
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7405 is available in Spanish for on-site contract training.

### OSHA #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 3.0 day OSHA 3015 Course: Excavation, Trenching and Soil Mechanics.

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**Tuition increase as of January 1, 2020 to $265**
OSHA #7500 Introduction to Safety & Health Management

Course Description: This one-day course covers the effective implementation of a company's safety and health management system. Learning objectives address the seven core elements of an effective safety and health program and issues critical to each element's proper management.

Core elements include: Management leadership; worker participation; hazard identification and assessment; hazard prevention and control; education and training; program evaluation and improvement; communication and coordination for host employers, contractors and staffing agencies. Class environment is interactive and facilitated by the lead instructor focusing on discussions, activities and workshops. Upon course completion, students will possess the knowledge to evaluate, develop and implement an effective safety and health management system for their employer.

Who should attend: Designed for the employer, business owner or manager designated with the responsibility to develop and maintain a safety and health program or system. Suitable for employees, employee representatives, safety leaders/committee members, HR and safety professionals responsible for improving the safety and health culture and best practices in the workplace.

OSHA #7505 Introduction to Incident (Accident) Investigation

Course Description: This one-day course covers an introduction to basic incident investigation procedures and describes analysis techniques.

Topics include: reasons for conducting incident investigations, employer responsibilities related to workplace incident investigations, and a four step incident investigation procedure.

Who should attend?: The target audience is the employer, manager, employee or employee representative who is involved in conducting incident and/or near-miss investigations. Upon course completion students will have the basic skills necessary to conduct an effective incident investigation at the workplace.

OSHA #7845 Recordkeeping Rule Seminar

Course Description: This course is designed to help employers identify and fulfill their responsibilities for recording certain illnesses and injuries, reporting specific cases to OSHA, posting certain records annually, and submitting records electronically. 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 in safety and health, and to protect the privacy of an injured or ill worker.
THE GOAL OF THE OSHA EDUCATION CENTERS: Select and enroll only applicants who can be considered experienced, credible, and competent to deliver the 10 and 30 hour outreach learning objectives.

THE METHOD: The OSHA Outreach Trainer course prerequisite verification process requires a prospective student to document at least five (5) years of occupational (workplace) safety and health experience in a respective industry (General Industry, Construction or Maritime). It is the responsibility of the OTI Education Center to evaluate information submitted on the form to determine IF an individual should be enrolled in an Outreach Trainer course, and has met all the prerequisite requirements set forth by the Directorate of Training and Education/OSHA. It's expected that the workplace experience noted on the form is detailed in such a way that it is sufficiently broad in scope and application, that an OTI Education Center may consider the applicant to possess the potential to be effective, i.e. teaching a wide variety of safety and health hazards, prevention and mitigation methods to entry level workers and/or workers and supervisors with some safety responsibilities. Safety and health experience need not be full time, but it must be clear that a fair percentage of work time is spent on safety related activities that support the control or elimination of recognized workplace hazards, and enhances well-being of self and co-workers.

STEP 1
OSHA Standards Course Completion
Enroll to attend and successfully complete, an OSHA Standards course by industry (OSHA #510 Construction, OSHA #511 General Industry, OSHA #5410 Maritime Trades)

STEP 2
Complete a Prerequisite Verification Form
The OSHA Outreach Trainer course prerequisite verification process requires a prospective student to document at least five (5) years of occupational (workplace) safety and health experience in a respective industry (General Industry, Construction or Maritime).

STEP 3
Assemble ALL Prequisite Documents
- Copy of standards course certificate of completion
- Detailed Prerequisite Verification Form
- Copy of credentials or transcripts, if applicable
- Registration form

STEP 4
Complete Outreach Trainer Course by Industry
If approved to enroll, register to attend the selected Trainer Course in Occupation Safety and Health (OSHA #500 Construction Outreach, OSHA #501 General Industry Outreach, #5400 Maritime Outreach; #5600 Disaster Site Work Outreach)

To meet trainer eligibility requirements, the standards course (OSHA #510, OSHA #511, OSHA #5410 in the applicable discipline) must be completed not later than seven (7) calendar years before completing the Outreach Trainer course. OSHA Standards courses completed more than seven years before a Trainer course end date must be retaken. In addition, a Prerequisite Verification Form detailing safety and health activities and experience according to directions on the form must be submitted for review.

Requirements for reauthorizing as an OSHA Outreach Trainer (if lapsed)
OSHA Outreach Trainer Courses

OSHA #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 (4) years to maintain their trainer status.

*Prerequisites: OSHA #510. (See Page 2)
See page 12 for details on becoming an OSHA Outreach Trainer.

OSHA #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- 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- 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.

*Prerequisites: OSHA #511 (See Page 2)
See page 12 for details on becoming an OSHA Outreach Trainer.

OSHA #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 and elective in the 10- and 30-hour Outreach program, as well as on those that are the most hazardous using OSHA standards as a guide. This course authorizes the attendee 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 Department of Labor OSHA Outreach cards.

OSHA #5600 Disaster Site Worker Trainer Course

4 Days | By Special Arrangement Only

Prerequisites include: Current OSHA Authorization as a Construction, Maritime or General Industry Outreach Trainer, three (3) years of safety training experience and at least one of the following: 40-hour HAZWOPER course completion certificate; or a journey-level building trade union credential.

More Information at: OSHAedNE.com/osha-5600
Call 800.449.6742 or email OSHAed@keene.edu to place your name on a waitlist to attend OSHA #5600.
**OSHA Outreach Trainer Update Courses**

### OSHA #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 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.

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<td>April 27, 2020</td>
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<td>Augusta, ME</td>
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<td>July 27, 2020</td>
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<td>Nov. 23, 2020</td>
<td>Nov. 25, 2020</td>
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### OSHA #5402: Update for Maritime Industry Outreach Trainers

**Course Description:** This course is the update required every four (4) years for all OSHA authorized Outreach Trainers for the Maritime Industry. Training provides timely information on OSHA Maritime Industry requirements and policies, 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.

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### Elimination of 90-day Grace Period

*The Occupational Safety and Health Administration (OSHA) eliminated the authorized trainer “90-day grace period” described in Sections III.B.1.,2, and 4 of the OSHA Outreach Training Program Requirements, effective January 1, 2019.*

Course registrants MUST provide a front/back copy of current Authorized Outreach Trainer card. In addition, include a Prerequisite Verification Form — complete line items #1 through #6, then skip to line items #41, #42, and #43 (read, sign, date) Submit all together with registration form.

Requirements for reauthorizing as an OSHA Outreach Trainer (if lapsed)

To meet trainer eligibility requirements, the standards course (OSHA #510, OSHA #511, OSHA #5410 in the applicable discipline) must be completed not later than seven (7) calendar years before completing the Outreach Trainer course. OSHA Standards courses completed more than seven years before a Trainer course end date must be retaken. In addition, a Prerequisite Verification Form detailing safety and health activities and experience according to directions on the form must be submitted for review.
OSHA Outreach Trainer Resources

Save $$ when you Order CFRs and Safety Manuals through the OSHA Education Center/Region 1

Books available through the Book Order Form:
- CFRs:
  - Construction
  - General Industry
  - Maritime

- What Everyone Must Know About OSHA:
  - Construction
  - General Industry

- Student Handbooks:
  - Focus 4 Construction
  - Introduction to OSHA

- Crystalline Silica Booklet

For a book order form:
Download a pdf at OSHAedNE.com under "Registrations Forms and Policies", or under "Outreach Trainers - Resources".

Or call 800.449.6742; email OSHAed@keene.edu.

Outreach Program Key Changes

- Outreach Trainers are **required** to remain current with federal OSHA Outreach Program Requirements. Plan that the Program document will change again FY20.

- View Key Changes and OSHA Outreach Program Requirements, as well as these other Outreach Trainer Resources at: oshaedne.com/outreachtrainers
  - Outreach Trainer Program Requirements
  - Outreach Trainer Portal
  - Outreach Trainer News
  - Outreach Trainer Resources
  - Advanced Notification of Outreach Training
  - Outreach Card Replacement
  - Outreach Trainer Audits
  - How to become an Outreach Trainer
  - NEW Focus Four Modules and Video Introduction

Take OSHA Outreach Training Online

Construction 10/30 Hour  |  General Industry 10 Hour
Connect ONLINE to earn your Department of Labor/OSHA Outreach card and learn to protect yourself and others from on-the-job hazards.

Get started now at www.OSHAedNE.com/online-training
Regional & National Conferences / Events

**October 18, 2019**
*Vermont Safety & Health Council Expo*
Delta Hotels by Marriott Burlington
1117 Williston Rd. | So. Burlington, VT
for info and registration: vshc.net

**October 15-17, 2019**
*93rd Annual Maine Safety & Health Conference*
Augusta Civic Center | Augusta, ME
for details: nscnne.org | 888.396.2047

**April 7-8, 2020**
*49th Annual NH Safety & Health Conference*
April 7-8, 2020
Radisson Hotel | Nashua, NH
for details: nscnne.org | 888.396.2047

**September 22-24, 2020**
*92nd Annual Maine Safety & Health Conference*
Augusta Civic Center | Augusta, ME
for details: nscnne.org | 888.396.2047

**Oct. 3-9, 2020**
*National Safety Council Congress & Expo 2020*
Congress: Oct. 3-9 | Expo: Oct. 5-7
Indianapolis, IN
for details: www.congress.nsc.org

**Oct. 9-15, 2021**
*National Safety Council Congress & Expo 2019*
Orlando, FL
for details: congress.nsc.org

**June 15-17, 2020**
*2020 VPPPA Region 1 Conference & Exposition*
Killington Resort Hotel & Conference Center
Killington, VT
www.vppregion1.com

**August 25 - 28, 2020**
*36th Annual National VPPPA Conference*
Orlando, FL
vpppa.org/conference

**June 23-25, 2020**
SAFETY 2020: ASSP National PDC & Exposition
Orlando, FL
ASSP.org

**November 12-13, 2019**
ASSP Region 8 New England Area PDC & Expo
(Trade & Vendor Expo Nov. 12)
Southbridge Hotel & Conference Center
Southbridge, MA | Region8.assp.org

**November 9-10, 2020**
ASSP Region 8 New England Area PDC & Expo
(Trade & Vendor Expo Nov. 9)
Equinox Golf Resort & Spa
Manchester, VT | Region8.assp.org

**June 1-3, 2020**
American Industrial Hygiene Conference and Exposition
Atlanta, GA | AIHA.org

**June 16, 2020**
Watch for registration to open in March 2020.

**New England Roundtables**
Find free informational roundtables offered state by state by visiting OSHAedNE.com/roundtables.

**Support OSHA Campaigns!**

[OSHA Summer Summit](https://www.osha.gov/stopfallsstanddown/)
CEUs and YOU

OSHA Education Center participants receive certificates upon successful completion of each course. Additionally, nine certificate programs are offered recognizing the knowledge gained in an allied core of courses, plus elective courses allowing the participant to specialize in an area of interest (see Pages 20-21).

All Keene State College OSHA and Safety Education Center courses are recognized for Continuing Education Units (CEUs) by Keene State College. Many courses are also approved for professional development credit by national safety and health associations and agencies.

CEUs are a uniform measurement of attaining non-credit educational goals, and assures the participant a permanent record for proof of their professional development.

Others Approving OSHA courses for Professional Development:

- American Board of Industrial Hygiene Certification Maintenance Points (ABIH CM)
- Board of Certified Safety Professionals (BCSP) professional development recertification points (see BCSP recertification guide)
- Toxic Use Reduction Planners are approved for OSHA courses #7225 and #521 per State of MA Dept. of Environmental Protection (DEP)
- Currently seeking approval for MA Drinking Water Supply Facilities

Toxic Use Reduction Institute (TURI) Hosts OSHA Education Center

The Toxics Use Reduction Institute (TURI) at the University of Massachusetts Lowell provides resources and tools to help make the Commonwealth a safer place to live and work. Established by the Massachusetts Toxics Use Reduction Act (TURA) of 1989, TURI collaborates with businesses, community organizations, and government agencies to reduce the use of toxic chemicals, protect public health and environment, and promote the competitiveness of Massachusetts businesses.

We are pleased to welcome TURI as a location sponsor for the following courses:

- OSHA #7225 Transitioning to Safer Chemicals
  October 28-29, 2019 | $395 | details on page 9
  Approved for TUR Planner 8.0 CEUs (TURA)

- OSHA #521 Guide to Industrial Hygiene
  August 24 - 27, 2020 | $875 | details on page 2
  Approved for TUR Planner 4.0 CEUs (Laws & Regulations)

Highlighting Important OSHA Education for Massachusetts Municipal Workers

MIIA supports municipal efforts to create and sustain a thriving safety culture in municipal workplaces by offering key technical courses satisfying Department of Labor Standards and OSHA regulatory compliance initiatives. The ultimate outcome of taking the OSHA courses with MIIA is increased knowledge and proficiency managing workplace safety and health. Training also can culminate in a federal certificate signed by the Directorate of Training and Education/OSHA. Attending multiple courses often increases confidence and builds safety and health capacity—especially for the designated worker safety representative for the municipal entity. The MIIA course schedule provides up to 25 participants (per course) the opportunity to be recognized as completing a unique Public Sector Safety & Health Fundamentals Certificate Program in Construction and/or General Industry tracks, by successfully completing a minimum of seven courses (At least 68 contact hours of core and elective requirements). (See page 21 for details)

MIIA and the Department of Labor Standards mission for public sector employees in occupational safety and health, is to reduce incident rates for workers in state and local governments.
Partners in Safety and Health

ConnOSHA
38 Wolcott Rd. • Wethersfield, CT

CONN-OSHA, a unit of the Connecticut Department of Labor, offers a variety of consulting services tailored to fit individual employer needs in areas that include safety, industrial hygiene, ergonomics, injury, and illness prevention plans.

Associated General Contractors of MA (AGC-MA) 888 Worcester St. • Wellesley, MA

Building Excellence is what AGC MA and our members signify. As the leading commercial construction association in the Commonwealth, AGC MA provides member benefits and business resources for the state’s building industry.

Baystate Health Education Center
361 Whitney Ave. • Holyoke, MA

Our mission: To improve the health of the people in our communities every day, with quality and compassion. With a focus on quality, safety, value, and patient experience, Baystate is not only a keystone of our region – we are also a national leader in health care.

Fitchburg State University
150B Main St. • Fitchburg, MA

Committed to your success and to helping you maximize your potential and achieve your goals. Fitchburg State University, a public institution located in Fitchburg, MA, integrates high-quality professional programs with strong liberal arts and sciences studies. Founded in 1894, the university now has more than 30 undergraduate programs and 22 master’s degree programs.

Joseph S. Elias Training Center
205 Richard White Way • Fairfield CT

Fairfield Regional Fire School - You fight the way you train. The School remains the property of the Town of Fairfield not only for the Fairfield FD Training Division but also offering its use to other town departments. The school brings together the best instructors in Fairfield County and beyond to support emergency services education.

Richard Alden Training Center / MWPCA
7 Nippnape Trail • Millbury, MA

The Massachusetts Water Pollution Control Association (MWPCA) is a non profit organization established in 1965, to provide education, training, and promote the exchange of information among water quality professionals.

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

Fighting to make Connecticut a top state for business, jobs, and economic growth. CBIA is the voice of business in Connecticut, with thousands of member companies championing change at the State Capitol, shaping debate about economic competitiveness, and fighting for a better future for all.

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

GCI, the training affiliate to Associated Builders and Contractors (ABCMA). The mission of GCI is to provide high-quality construction training that prepares individuals for gainful employment and long-term opportunities in the construction industry.

CT Construction Industries Association (CCIA) 912 Silas Deane Hwy. • Wethersfield, CT

Building a better Connecticut. Collectively CCIA’s members rely on CCIA for a full range of customized services and resources to increase their competitive edge and foster the growth of Connecticut’s construction industry.

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

Region 1 OTI Education Center has for many years enjoyed collaboration with TOSHA, Mashantucket Pequot Tribal Occupational Safety & Health Administration to bring Federal OSHA courses and learning objectives to a mutually convenient location at the Public Safety Building housing the MPTN Police and Fire Stations as well as the Courthouse.

Public Safety Building - Mohegan Sun 49 Sandy Desert Rd. • Uncasville, CT

The Mohegan Tribe is a federally recognized tribe and sovereign tribal nation of Mohegan people. Mohegan Indian Reservation is located on the Thames River in Uncasville, Connecticut. Working collectively to promote occupational safety and health, MOSHO and Region 1 OTI Education Center bring mutually convenient federal OSHA training to geographic areas surrounding New London County. The training site is located at EagleView Mohegan Tribe Safety Facility.

Fitchburg State University
150B Main St. • Fitchburg, MA

Committed to your success and to helping you maximize your potential and achieve your goals. Fitchburg State University, a public institution located in Fitchburg, MA, integrates high-quality professional programs with strong liberal arts and sciences studies. Founded in 1894, the university now has more than 30 undergraduate programs and 22 master’s degree programs.

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OSHA Education Center, Region 1
1050 Perimeter Rd., Ste. 202 • Manchester, NH
Safety: Strengthened through Knowledge. Keene State College’s OSHA Training Institute Education Center is authorized by the Occupational Safety and Health Administration Directorate of Training and Education to provide innovative and effective safety and health training to improve safety culture and performance in the workplace.

Technology Design & Safety Center
Keene State College • Winchester St • Keene, NH
Degrees (B.S. or M.S.) in Safety & Occupational Health Applied Science prepare students to protect the health and safety of workers in all kinds of situations. Designed to help students think critically, anticipate, identify, and prioritize hazards, the course of study emphasizes problem-solving, understanding cost effectiveness, developing professional and program management skills, and learning the full range of safety and environmental regulatory compliance.

Associated General Contractors of VT (AGC-VT) 1 Graves St. • Montpelier, VT
Part of a national organization representing the interests of construction industry professionals. Members of AGC/VT, become part of a growing, state-wide community leading the way to ensure a thriving Vermont construction industry and economy, through access to programs, educational seminars, and discounts designed to help you expand, improve and operate a more efficient and profitable business.

Windjammer Conference Center
1076 Williston Rd. • So. Burlington, VT
Our best value is your greatest holiday. Settled in a unique location just south of Burlington, the Best Western Windjammer Inn & Conference Center is a wonderful setting for both corporate and leisure travelers. Our 158 rooms offer an assortment of amenities that make our hotel the perfect choice in beautiful Burlington, VT.

SafetyWorks!, Maine Dept. of Labor
45 Commerce Dr. • Augusta, ME
The old adage is true - it pays to be safe! SafetyWorks! can help you prevent work-related injuries, illnesses, and deaths and reduce related costs. Our services are free and confidential and we don’t issue fines or citations. We help keep workers safe and healthy. And we help businesses thrive, because you will save 4-6 dollars for every dollar you invest in safety. SafetyWorks! specializes in practical solutions to help make workplaces safer and healthier.

Southern Maine Community College
122 McKernan Dr. • South Portland, ME
Envision a future! SMCC is a dynamic learning environment with two campuses, offsite and online courses, more than 40 academic programs, credit and non-credit offerings, about 6,000 students and limitless opportunities. Take the first step towards a better future.

Narragansett Bay Commission
2 Ernest St. • Providence, RI
For centuries, Rhode Island has depended on Narragansett Bay as a resource for work and play. Over time, growth in population and industry resulted in an increase in pollution. In 1972, the Federal Clean Water Act made a cleaner Narragansett Bay a local and national priority. The NBC and many other organizations and agencies are committed to restoring the health of Narragansett Bay through improved technology and conservation efforts.

New England Institute of Technology
2480 Post Rd. • Warwick, RI
If you love to learn by doing, this is the place to reach your potential. Dive into your major right away in our industry-specific labs using all the latest technology and equipment. Discover why New England Tech is a world-class technical university and jumpstart your successful career! The focus at New England Tech is to give each student a solid balance: a base of analytical skills with hands-on training.

Rhode Island Resource Recovery Corp.
65 Shun Pike • Johnston, RI
The mission of the Rhode Island Resource Recovery Corporation: Provide safe, environmentally compliant, clean and affordable solid waste and recycling services for the Rhode Island community.

Reed & Reed, Inc.
275 River Rd. • Woolwich, ME
Four Generations of Family Leadership: A History of Excellence and Quality. Reed & Reed, Inc is one of northern New England’s largest and most versatile general contractors. Founded as a bridge building firm in 1928 by Captain Josiah W. Reed and his son Carlton Day Reed, the company has prospered to build a long-standing reputation as one of Northern New England’s top heavy contractors.
# Professional Development

**Earn a professional certificate from Keene State College**

## Safety & Health Specialist (SHS) Certificate Program:

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<th>General Industry</th>
<th>Industrial Hygiene Technician</th>
<th>Fire Prevention &amp; Life Safety</th>
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<tr>
<td>3085 Principles of Scaffolding</td>
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<td>441 Introduction to Toxicology</td>
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<tr>
<td>7505 Intro. to Safety &amp; Health Mgt.</td>
<td>7505 Intro. to Incident Investigation</td>
<td>480 Globally Harmonized Systems</td>
<td>7120 Intro to Combustible Dust Hazards</td>
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<tr>
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<td>2225 Respiratory Protection</td>
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<td>3095 Electrical Standards</td>
<td>7005 Public Warehousing &amp; Storage</td>
<td>7105 Introduction to Evacuation &amp; Emergency Planning</td>
<td>444 Legionella, Mold, &amp; Bioaerosols</td>
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<td>7500 Safety &amp; Health Management</td>
<td>7215 Silica in Construction, Maritime, and General Industries</td>
<td>444 Legionella, Mold, &amp; Bioaerosols</td>
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<td>470 Electrical Safe Work Practices NFPA 70E® Update</td>
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<tr>
<td>424 Hands-On Fall Protection</td>
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<td>481 Process Safety Management</td>
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</tbody>
</table>

**NEW!**

**Gaming, Accommodations, and Entertainment**

**Currently under construction! Please stay tuned!**

A new Safety & Health Specialist certificate will address the safety and health needs in gaming, accommodations, and entertainment.

Watch for details on our website (OSHAedNE.com) and from our enews.

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Certificate program requirements are subject to change.

Find Registration packets at OSHAedNE.com/certificates-programs
Certified Safety & Health Official (CSHO) Certificate Program

Construction

Required Core Courses (9)
510 OSHA Standards for Construction
500 Trainer Course in OSHA Standards for Construction (or 502 Update)
511 OSHA Standards for General Industry
521 OSHA’s Guide to Industrial Hygiene
3015 Excavation, Trenching, & Soil Mechanics
3085 Principles of Scaffolding
3095 Electrical Standards
3115 Fall Protection
7845 Recordkeeping Rule Seminar

3 Electives (at least 1 from this section required)
2015 Hazardous Materials
2255 Principles of Ergonomics
2264 Permit-Required Confined Space Entry

2 of the courses below count as one elective (4 max)
7100 Introduction to Machinery & Machine Safeguarding
7105 Introduction to Evacuation & Emergency Planning
7115 Lockout/Tagout
7120 Introduction to Combustible Dust Hazards
7200 Bloodborne Pathogen Exposure Control
7205 Health Hazards Awareness
7215 Silica in Construction, Maritime, & General Industries
7225 Transitioning to Safer Chemicals
7400 Noise Hazards & Hearing Protection in Construction & General Industries
7500 Introduction to Safety & Health Management Systems
7505 Introduction to Incident/Accident Investigation

Public Sector Safety & Health Fundamentals

a federal certificate authorized by the Directorate of Training and Education (DTE)/OSHA

General Industry

Required Core Courses (9)
511 OSHA Standards for General Industry
501 Trainer Course in OSHA Standards for G.I. (or 503 Update)
510 OSHA Standards for the Construction Industry
521 OSHA’s Guide to Industrial Hygiene
2045 Machinery & Machine Guarding Standards
2255 Principles of Ergonomics
2264 Permit-Required Confined Space Entry
3095 Electrical Standards
7845 Recordkeeping Rule Seminar

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 Introduction to Evacuation & Emergency Planning
7115 Lockout/Tagout
7120 Introduction to Combustible Dust Hazards
7200 Bloodborne Pathogen Exposure Control
7205 Health Hazards Awareness
7215 Silica in Construction, Maritime, & General Industries
7225 Transitioning to Safer Chemicals
7405 Fall Hazard Awareness for the Construction Industry
7500 Introduction to Safety & Health Management Systems
7505 Introduction to Incident/Accident Investigation

Certificate program requirements are subject to change. Find Registration packets at OSHAedNE.com/certificates-programs.
Industrial Hygiene Safety & Health Courses

NCSH 441 Introduction to Toxicology
2 Days | 1.4 CEUs | $595

**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.

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<tr>
<th>Course Section</th>
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<th>End Date</th>
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</thead>
<tbody>
<tr>
<td>NCSH-441-N11C</td>
<td>Nov. 18, 2019</td>
<td>Nov. 19, 2019</td>
<td>Holyoke, MA</td>
</tr>
</tbody>
</table>

NCSH 442 Industrial Ventilation
2 Days | 1.4 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.

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<tr>
<td>NCSH-442-N12C</td>
<td>Dec. 7, 2020</td>
<td>Dec. 8, 2020</td>
<td>Augusta, ME</td>
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</tbody>
</table>

NCSH 444 Legionella, Mold and Bioaerosols: Managing Biological Hazards in the Workplace
1 Day | 0.7 CEUs | $295

**Course Description:** Biological safety is the application of basic industrial hygiene principles to the workplace to prevent occupational diseases caused by biological agents. These diseases include infections, allergies, intoxications and inflammation of the lungs as target organs and as a route of entrance into the body. This survey course will identify industries and jobs that expose workers to bioaerosols of bacteria, viruses, fungi, parasites, pollen and organic dusts such as grains, wood, flour, compost, wastewater and cotton. The student will learn to recognize industrial processes that produce bioaerosols e.g. high pressure washing or amplify infectious agents e.g. cooling towers and stagnant water sources. The student will learn how to identify bioagents, measure bioagents, conduct a risk assessment, determine occupational exposure levels and devise controls to reduce or eliminate exposures.

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NCSH 445 Laboratory Safety: Establishing a partnership with scientists to ensure safe work practices
2 Days | 1.4 CEUs | $595

**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.

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<td>NCSH-445-N6C</td>
<td>June 9, 2020</td>
<td>June 10, 2020</td>
<td>Manchester, NH</td>
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NCSH 446 Indoor Air Quality
2.5 Days | 1.8 CEUs | $650

**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.

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<td>NCSH-446-N9C</td>
<td>Sept. 30, 2019</td>
<td>Oct. 2, 2019</td>
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<tr>
<td>NCSH-446-N9C</td>
<td>Sept. 28, 2020</td>
<td>Sept. 30, 2020</td>
<td>Uncasville, CT</td>
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</table>
NCSH 449  Workplace Air Contaminant Sampling and Analysis  
6 Hours | 1.4 CEUs | $595

Prerequisites: OSHA 521 Guide to Industrial Hygiene

Course Description: The knowledge exchange in this two day Keene State College course is fundamental to controlling hazards in the workplace. Become a wiser consumer of occupational/industrial hygiene services, consider the parameters for prequalifying IH technicians and vendors and laboratories, and establishing a relationship with resources. Discussion of selection and calibration of equipment, including the many simple to very expensive options available today.

Topics include: Area and personal air sampling, source and emission sampling, biological chemical and radiological air contaminants, collecting air contaminants in the workplace, analyzing samples in the field or in the laboratory, selecting equipment and instrumentiation, purchase and rental of instruments, sampling methodology and statistics, calibrating of air sampling and analysis devices.

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<td>Jan. 21, 2020</td>
<td>Jan. 22, 2020</td>
<td>Manchester, NH</td>
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</table>

NCSH 480 Globally Harmonized System (GHS) 
Training: Hazard Communication for Employers and Employees  
2 Days | 1.4 CEUs | $595

On-site customized classes are available

Course Description: Employee HAZCOM training must be kept updated, so that workers can recognize and understand new labels, pictograms, new hazard statements and precautions on SDS. 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). In addition, participants gain 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.

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<td>NCSH-480-N8C</td>
<td>Aug. 18, 2020</td>
<td>Aug. 18, 2020</td>
<td>Uncasville, CT</td>
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</table>

NCSH 481 Process Safety Management for Highly Hazardous Chemicals Used in General Industry and Construction  
4 Days | $895

Course Description: This course is an overview of the basic requirements found in the OSHA Process Safety Management of Highly Hazardous Chemicals Standards for General Industry - OSHA 29 CFR 1910.119, and Construction - OSHA 29 CFR 1926.64, related OSHA and EPA regulations and best management practices. This course is intended for employees who work in chemical processing, chemical safety, chemical engineering, or are involved in chemical emergency preparedness and response, and those that want to understand how to prevent, or minimize the consequences of catastrophic releases of toxic, reactive, flammable, or explosive chemicals that may result in toxic, fire, or explosion hazards. The skills developed in this course can be used to manage or start a Process Safety Management Program.

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<td>NCSH-481-N3C</td>
<td>March 23, 2020</td>
<td>March 26, 2020</td>
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</table>

NCSH 485 Workplace Violence: What Really Happens  
1 Day | 0.7 CEUs | $295

In his role, Lev Pobirsky, CHSM, provides focused safety leadership to over 5,000 employees at over 20 manufacturing facilities, warehouses, and transportation depots across the United States. In this new course, he addresses violence in the workplace, a risk that must be addressed by safety professionals.

Course Description: What really happens during an act of workplace violence? Drawing upon multiple combat tours as a Marine Corps Infantry Officer and a career as a security executive, Lev will help you recognize signs of troubled employees and shed much needed light on how humans respond to potentially violent situations. Attendees will learn best practices to mitigate the evolving workplace violence threat and what to do should the unthinkable happen. In this course, attendees will also:

- Gain awareness of historical workplace violence events & societal trends
- Learn to recognize warning signs of troubled employees
- Understand what happens to the body and mind when violence unfolds
- Master best practices for mitigating corporate workplace violence risk
- Learn how to conduct “red cell” drills - approaching workplace violence from the perpetrator's perspective to ensure adequate response preparation
- Practice table-top exercises for supervisors/managers/senior leaders to improve emergency response processes.

In today's volatile environment, managing workplace violence risk is a must.

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<td>NCSH-485-N4C</td>
<td>April 7, 2020</td>
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</table>

NCSH 385  EM 385-1-1 Construction Hazard Awareness
5 Days | 4.0 CEUs | by Contract
Course Description: Designed for personnel, contractors, military and government employees who are required to comply with, or who enforce, the EM 385-1-1 US Army Corps of Engineers safety and health requirements.
Topics include: Preparation of Site-Specific Accident Prevention Plan (APP); Introduction to OSHA; Site Safety Health Officer’s Qualifications & Responsibilities; Activity Hazard Analysis development; Hazard and Risk Assessment; personnel training; emergency response; job site auditing; confined space safety; fall protection; and hazard communication. Upon successful completion, participants will receive an EM 385-1-1 Certificate of Completion and an OSHA 30-Hour Outreach for Construction card from the course instructor (an OSHA-Authorized Outreach Trainer). Attendees also receive a current copy of the U.S. Army Corps of Engineers Safety and Health Requirements Manual. Includes the OSHA Outreach Construction 30-hour DOL card.

NCSH 386  EM 385 Fall Protection 24-Hour Competent Person
3 Days | 2.4 CEUs | by Contract
Course Description: This 24-hour (3-day) training course is designed for those individuals who will be or are responsible for being a Fall Protection Competent Person, Site Safety and Health Officer (SSHO), or are involved with working at heights on an Army Corps of Engineers project or facility as prescribed by EM385-1-1.
This course meets the requirements of the ANSI/ASSE Z359.2 Standard (Minimum Requirements for a Comprehensive Managed Fall Protection Program) as per EM 385-1-1. Course topics include: inspecting fall protection systems prior to use; installation of fall protection systems; fall protection component compatibility; estimating free fall distances; total required fall clearance; fall protection systems dismantling and storage; the common hazards associated with each system component; and fall protection rescue plan and procedures development. The training also includes physical demonstrations by the individual(s) trained on how to properly select, inspect, anchor, assemble, and use the fall protection equipment. Additionally, the training follows the ANSI/.

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 OTI Education Center 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.

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.
NCSH 201  Rigging Techniques/Inspections Course

1 Day | 0.7 CEUs | $295

**Course Description:** This full day course addresses basic concepts in rigging and familiarity with OSHA regulations germane to rigging operations. Inspection procedures are covered. The training presentation covers the use, care, maintenance and inspection of a variety of below-the-hook lifting devices including allow chain slings, wire rope slings, nylon and synthetic web slings, clevis, eyebolts, hooks and plate grabs. Training includes both formal lecture and classroom exercises to assist students in the proper selection and use of lifting devices as well as the various types of hitches and configurations. Students will experience practical table top exercises consisting of dimensional load calculations, component selection and proper component use to demonstrate their application of the information learned. This awareness level training is intended for those engaged in rigging activities in a broad workplace application. 1926.1400 Subpart CC requires additional training and qualification.

**Course Section** | **Start Date** | **End Date** | **Location**
--- | --- | --- | ---
NCSH-201-N12C | Dec. 10, 2019 | Dec. 10, 2019 | Woolwich, ME *
NCSH-201-N6C | June 11, 2020 | June 11, 2020 | Keene, NH *

### Construction Safety Boot Camp

**NCSH 424  Hands-On Fall Protection**

1 Day | 0.7 CEUs | $285

**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 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

This course is for individuals that are responsible for the supervision, implementation and monitoring of a managed fall protection program.

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

**Course Section** | **Start Date** | **End Date** | **Location**
--- | --- | --- | ---
NCSH-424-N6C | June 4, 2020 | June 4, 2020 | Keene, NH *

### Electrical Transmission & Distribution Outreach Trainers

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

2 Days | 1.2 CEUs | $295

**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 an additional ET&D designation.

**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; Electrocution; 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.

### More ET&D courses:

**NCSH 472 Utilities plus Construction Outreach Program (U+COP)**

2 Days | 1.2 CEUs | On-Site Only

Look for details at [OSHAedNE.com/nchsh-472](OSHAedNE.com/nchsh-472)

**NCSH 476 Utilities Metering General Industries Outreach Training**

2 Days | 1.4 CEUs | On-Site Only

Look for details at [OSHAedNE.com/nchsh-476](OSHAedNE.com/nchsh-476)

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

2 Days | 1.4 CEUs | On-Site Only

Look for details at [OSHAedNE.com/nchsh-477](OSHAedNE.com/nchsh-477)
NCSH 470 Electrical Safe Work Practices and Update to NFPA 70E®
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 1910.269 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.

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<th>Course Section</th>
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<td>April 1, 2020</td>
<td>April 1, 2020</td>
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NCSH 461 Principles of Work Zone Safety
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.

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NCSH 474 Medium Voltage Electrical Safety for Qualified Workers
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.

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NCSH 290 Foundations for Safety Leadership
Foundations for Safety Leadership is a half day course that provides construction industry workers the foundation necessary for continuous leadership and communications improvement through interactive real-world scenarios.

Lead by example: Make safety a core value by 'walking the talk' and reinforcing the idea that everyone owns safety.
Engage Team Members: Engage, encourage, and empower team members to identify and act upon unsafe situations.
Actively listen and practice 3-way communication: Actively listen and practice three-way communication by having people repeat the message heard.
Develop team members through teaching, coaching, and feedback: Act as a teacher and coach. Give FIST feedback (Facts, Impact, Suggestions, Timely).
Recognize team members for a job well done: Publicly and privately acknowledge team members when they consistently work safely.

Arrange on-site training and raise the bar for safety leaders!
On-Site Training: provides a flexible schedule - convenient & affordable, customized training, and location of your choice. Visit OSHAedNE.com/group

On-Site Training:
- Provides a flexible schedule - convenient & affordable, customized training, and location of your choice.
- Visit OSHAedNE.com/group
## OSHA Safety & Health Courses by Month — 2019/2020

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!

You will find a red asterisk by courses for the Keene State College Construction Safety Boot Camp in May.

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<th>October</th>
<th>November</th>
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**Course additions & changes appear at OSHAedNE.com.**

**MORE available 2020 dates can be viewed online:**

- by month at OSHAedNE/course-schedule,
- by state at OSHAedNE/courses-by-state, or
- by course at OSHAedNE/courses-by-number

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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!
Terms & Conditions for Registration

Registration and Tuition
Pre-registration is required for all courses at least five business days prior to the course start date. This allows us to prepare for your attendance and documentation efficiently. Thereafter, pending sufficient enrollment, a $25.00 late fee applies for all registrations received within five (5) business days of the course start date. Please visit OSHAedNE.com for registration and other applicable forms. Complete and submit by email scan, fax or mail, along with prerequisite documentation, if applicable. Published tuition fees may change without notice.

OSHA's Directorate of Training and Education requires OSHA Education Centers to verify valid government ID in class: The student's full and legal name must appear on the registration form. OTI Education Center instructors check student ID in the classroom by matching student name to a valid government ID. Examples of a valid government ID include: Driver's license, Passport, U.S. military ID (active duty or retired military and their dependents, and DoD civilians) or Permanent resident card.

The certificate of completion, as well as College databases and transcripts, contain the student's correct full and legal name.

Courses may be cancelled 5 business days in advance if enrollment is not sufficient to conduct the course.

The course attendee is responsible for any and all tuition fees and charges associated with participation in Keene State College courses, and any fees as a result of collection associated with non-payment.

Keene State College accepts credits cards (MasterCard, VISA and DISCOVER), business or personal checks, money orders and company/organization purchase orders.

Withdrawal/Cancellation/ Refunds/Postponement
Refunds of tuition may be obtained in adherence to the following refund policy:

Check payments received by Keene State College are refunded by check only. Payments by credit card will be refunded to the original card used at time of registration. Allow 4-6 weeks processing time for refunds made by check, 2 weeks for refunds by credit card.

Withdrawal requests (in writing) will be accepted if received at least 5 business days prior to the course start date. In this event, students have the following options: Transfer to another course with no additional charge or have the funds held on the student’s account for up to one year. Non-payment of fees or a no-show for a confirmed course does not constitute a “withdrawal.” No-shows will forfeit tuition paid or 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 OSHA Education Center promptly if substitution of participants is planned. Please contact the Center immediately if you experience an unexpected extenuating circumstance affecting your timely attendance.

In New England, we have occasional inclement weather, and courses may be postponed or rescheduled. Keene State College reserves the right to cancel or reschedule courses due to unforeseen circumstances.

Keene State College is not responsible for travel related expenses incurred by the student in the event of unforeseen delays, postponement and/or necessary cancellation or rescheduling. “Open enrollment” courses may be cancelled or rescheduled due to low enrollment within five business days. If you are registered, you will be notified should a course be delayed, rescheduled, postponed 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 on our website www.OSHAedNE.com/locations.

Guidelines and Policies

Keene State College OSHA Training Institute Education Center Privacy Policy: The Keene State College is committed to protecting the privacy of all current and former students. Information collected is used solely for the purposes of course/program registration and maintenance of educational/training records. All information you provide is kept confidential in keeping with the Federal Educational Rights and Privacy Act (FERPA). For more information pertaining to FERPA and Student Records, please refer to the College Catalog at http://www.keene.edu/administration/policy/detail/student-records/.

We will never sell any information pertaining to your records to a third party. Encryption is used for the transfer of data, and we do not store credit card information in our files. Unfortunately, no data transmission over the internet is 100% secure. We urge you to take all practical and reasonable precautions.

Photographs, Images and Videos: By submitting a registration form, the registrant (or business entity) releases any photographs that may be incidentally taken of them during course hours to be used for any purpose. For specific individual photographs or videos, a photo/image release form will be provided for your use to permit or disallow use of your image in print and/or electronic media.

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. OTI Education Center 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 OTI Education Center 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 OTI Education Center courses.
**COURSE REGISTRATION FORM**

FAX: 603-645-0080  •  Scan & email: oshaed@keene.edu

Mail to: OSHA Training Institute Education Center
1050 Perimeter Rd., Suite 202, Manchester, NH 03103

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**Check Appropriate Boxes**

- Resident of N.H.
- Not a resident of N.H.
- Male
- Female

**U.S. CITIZEN:**
- Yes
- No

If “No”, currently a citizen of: ______________________

**ETHNICITY:**

- American Indian/Alaskan Native
- Black, Non-Hispanic Origin
- Asian/Pacific Island
- Hispanic
- White, Non-Hispanic Origin
- Other _________________________

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**Payment Information:**

Confirmation will be emailed to the individual registering, unless otherwise informed.

**NON-CREDIT COURSES**

<table>
<thead>
<tr>
<th>COURSE NUMBER</th>
<th>COURSE TITLE</th>
<th>START DATE</th>
<th>END DATE</th>
<th>LOCATION</th>
<th>TUITION</th>
</tr>
</thead>
</table>

- LATE REGISTRATION FEE: A late fee of $25 will be assessed to cover administrative expenses, if registration is within 5 business days of the course start date.

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**Terms and Conditions of registration can be found at OSHAedNE.com (located with the Registration Forms).**

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**PROCEDURES:**

- Confirm the individual registering is authorized, if applicable.

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**Note to Student Registering:** Provision of email and telephone contact information implies consent to be contacted for registration, attendance and transcript records use, and future communication for announcements and updates. Data collected for registration is confidential and is not publically released, rented or sold.

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**I certify that to the best of my knowledge the information herein is correct and complete.**

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**My signature on this form confirms that, should my employer default on this agreement, I am responsible for any and all charges incurred by Keene State College, including any additional collection costs associated with the satisfactory conclusion of this debt.**

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**Student Signature:**

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**PRINT Cardholder Name**

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**Cardholder’s Signature (I have authorized credit card payment):** Cardholder’s Billing Address if different from above

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**PURCHASE ORDERS OR CHECKS:**

- Please make checks or purchase orders payable to: Keene State College.
- Enclosed is my check or purchase order for $ ______
- Purchase order number and/or check number _____________________

**Purchase order MUST accompany registration**
Keene State College's OSHA Training Institute Education Center is authorized by the Occupational Safety and Health Administration Directorate of Training and Education to provide innovative and effective safety and health training to improve safety culture and performance in the workplace.

**OSHA's Education and Learning Objectives . . . . .**

- OSHA Standards & OSHA Outreach Authorization
- Construction
- General Industries
- Maritime Trades
- Fire Prevention / Life Safety
- Industrial/Occupational Hygiene
- Utilities ET&D
- Disaster Site Work

**NEW!**

*Workplace Violence: What Really Happens*

*Prevention Through Design*