

OSHA 30-Hour Voluntary Compliance Workshop  
February 20-February 23, 2018

Tuesday, February 20

- 7:30 a.m. Registration and Continental Breakfast
- 8:00 a.m. Intro to OSHA
- **Inspections, Citations, Penalties, Most Cited Violations** - Inspections, priorities, fatal accidents, and employee complaints, citations and review of penalties, appeals process
  - **OSHA Most Cited Violations**
  - **Subpart D—Walking and Working Surfaces** - Selection for floor loading, floor openings, open-sided floors, and platforms, stair, ladders, and scaffolding
  - **Subpart E—Exits, Exit Routes and Fire Prevention Plan** - Permissible exit components, arrangement of exits, fire protection, exits, and emergency action plans
- 11:30 a.m. Lunch (provided)
- 12:00 p.m. **Subpart L: Fire Protection** - Requirements for fire brigades, requirements for all portable and fixed fire suppression equipment, fire detection systems, fire and employee alarm systems, sprinkler systems, fire extinguishers  
**Subpart I: Personal Protective Equipment** - General Requirements, selection and use, limitations, acceptable use, eye and face protection, head protection, foot protection, electrical protective devices, hand protection  
**Hazard Communication** - Scope and application, chemical inventory list, material safety data sheets, labeling, required training, contractor safety non-routine tasks, articles, office supplies, and consumer products
- 5:00 p.m. Adjourn for the day

Wednesday, February 21

- 7:30 a.m. Continental Breakfast
- 8:00 a.m. **Subpart O: Machine Guarding I** - Where mechanical hazards occur; hazardous mechanical motions and actions, requirements and methods for safeguards  
**Subpart S: Electrical** - General requirements, wiring design and protection, labeling clearance distances, live parts, over current protection, path to ground, temporary wiring.  
**Lockout/Tagout** - Energy control program and procedures, insight into energy isolating devices, lockout/tagout devices, employee training and communication, application of controls and lockout devices, group lockout
- 12:00 p.m.. 10-Hour class adjourns  
  
Lunch for 30-Hour class (provided)
- 12:30 p.m. **Recordkeeping** - Review of OSHA's Recordkeeping requirements and their updated Report Requirements  
**Respiratory Protection** – Application; Requirements of 1910.134—respiratory protection requirements, selection, use; employee training, instruction, respiratory issues, familiarity with procedures; voluntary use, medical evaluation, fitting, and fit-testing

**Subpart G: Hearing Conservation/Noise** - General requirements; noise survey—area and individual, action level, and medical surveillance, noise protection, hearing conservation, audiometric testing, standard threshold shift, engineering controls

**Introduction to OSHA Standards, Hazard Search Workshop**

- **Review of OSHA Standards** -- Review of OSH Act, purpose, coverage, and standards, Authority to Inspect
- **Review OSHA.gov**

**Standards, Hazard Search Workshop** - Small group exercises on hazard/violation search—finding the standard 29 CFR 1910 standards to address the description of the hazard

5:00 p.m.      **Adjourn for the day**

Thursday, February 22

7:30 a.m.      **Continental Breakfast**

8:00 a.m.      **Subpart H: Hazardous Materials Part I** - Scope/purpose and application, definitions, flammable and combustible liquids.

**Advance Lockout Tagout** - Review of lockout Procedure Development and Alternative Lockout Procedures

**Electrical Safety-Related Work Practices** - Scope, training, selection and use of work practices, use of equipment, safeguards for personnel protection

**Machine Guarding II** - Specific pieces of equipment, ANSI Standards, Safeguarding reference sheets and checklists, Consultation Directory, Related Publications

11:30 a.m.      **Lunch (provided)**

12:00 p.m.      **Subpart Q: Cutting & Brazing**

- Requirements of 1910.252
- Oxygen-fuel gas welding and cutting
- Arc welding and cutting
- Resistance welding

**Subpart P: Portable Hand and Power Tools** - Guarding, switches, pneumatic tools, inspection and maintenance

**Standards, Hazard Search Workshop** - Small group exercises on hazard/violation search; finding the standard 29 CFR 1910 standards to address the description of the hazard

5:00 p.m.      **Adjourn for the Day**

Friday, February 23

7:30 a.m.      **Continental Breakfast**

8:00 a.m.      **Confined Space** - Requirement differences between a Confined Space and a Permit-required Confined Space, Decision Flow Chart and being a Host Employer

**Hazardous Materials II** - Review of Compressed Gas Cylinders and the requirements of Compressed Gas Association Pamphlet P-1.

**Subpart N: Material Handling Equipment** - Employee and operator training, approved powered trucks: labeling, additions, designations, safety guards, truck operations, handling of materials—general requirements of 1910.178, maintenance of trucks, truck related topics, workplace related conditions

- Powered Industrial Trucks
- Overhead Cranes
- Chains and Slings

- 11:30 a.m. Lunch (provided)
- 12:00 p.m. **OSHA Update: What's New/Proposed** - including OSHA's Unified Agenda Review  
**Effective Safety and Health Programs** - Management Commitment, Employee Involvement, Hazard Prevention/Control and Training  
**Evaluation of Your Safety Program** - Use OSHA's evaluation form to evaluate the status of your safety program  
**Final Hazard Review**
- 5:00 p.m. Adjourn