Welcome!

Hello from the UCSD OTIEC editorial staff. This is the second issue of the UC San Diego Safety Trainer newsletter. We hope that you found value in the first issue and that this one will be useful as well.

Some of the topics that we have in this edition are:

- The revised Outreach Program Requirements that were published late in February 2013
- Some additional resources for the Maritime Outreach Program trainers
- A link to some revised Introduction to OSHA materials that now include the recently promulgated GHS requirements for Hazard Communication.

Please see the articles on these subjects and more in the rest of this issue.

There are also several new OSHA publications for General Industry. See the General Industry Update column for information and links to those materials.

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One other note: If any of you have a question, or would like to tell us about a particular training technique or training material source, please email us at oshatraining@ucsd.edu.

-Harold Gribow, executive editor

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April & May Refresher Courses

- Tucson: OSHA 502—Construction, April 2-4
- Los Angeles: OSHA 503—General Industry, April 29—May 1
- Los Angeles: OSHA 5039—Cal/OSHA General Industry, May 2
- San Diego: OSHA 5029—Cal/OSHA Construction, May 16

Published bi-monthly, look for The UC San Diego Safety Trainer landing in your inbox January, March, May, July, September and November in 2013!
Some review techniques that I like

I know that many of you like to provide a test following the different subjects in your Outreach classes. Maybe you’re using a multiple-choice test, or even just one that has true/false answers. How about considering some other means of reviewing your materials and evaluating the student retention of the subject? I find that using an instrument that’s less like a test, and more like a game makes the evaluation less scary for the average Outreach class attendee. The two that I really like are the crossword puzzle and the word-find puzzle. There are several puzzle-creating websites on the Internet. Just search a term like puzzle maker and you’ll find quite a few options to try. Some have a cost, others are free. I encourage you to try them out to make your sessions more enjoyable.

- Harold Gribow
Outreach Update

The OSHA Directorate of Training and Education (DTE) has recently (February 2013) issued a revision to the Outreach Training Requirements. You may read the entire document at by clicking here or see a list of the changes from the April 2011 issue here. This is a summary of the changes:

- **Exception policies:** In most cases, exception requests must be received at least 60 days in advance of the scheduled training. If an Outreach trainer is granted an exception, the Outreach trainer will not be permitted to apply for another exception until the course given the original exception is completed.

- **Student verification:** Outreach trainers should employ every reasonable effort to ensure the identity of each individual attending their training.

- **Makeup training clarification:** Defines student eligibility to complete makeup training to receive course completion card; Specifies additional documentation required to report makeup training; Limits completion of makeup training to six months after the original training

- **Advertising restrictions:** Outreach trainers cannot provide cards to students which are depictions or representations of an OSHA card or that may be misconstrued as an OSHA card; Outreach trainers cannot state that the Outreach training is OSHA compliant or that it meets the requirements stipulated in any OSHA standard or policy

- **Online Training:** OSHA will only accept for review or authorization Online Outreach Training Program proposals in response to a competitive solicitation.

- **Webinars and Video Conferencing:** Delivery of Outreach Training Program classes is not allowed unless the trainer receives prior exception approval from OSHA; When requesting an exception, the Outreach trainer must: provide justification as to why in-person training poses a hardship for the students & document previous experience delivering occupational safety and health training via videoconferencing and/or webinar.

- **Negative (Unmarked) Space on Card:** Negative space is that portion of the printed card that is unmarked and includes space between graphics, margins or lines of text. Pre-printed language on the card cannot be masked, obliterated, covered, or otherwise obscured; An Outreach trainer may not insert expiration language on the card. Organizations may establish expiration dates to satisfy their safety and health goals, but this information must be communicated to students in a separate manner; Outreach trainers may use negative space on the back of the student course completion cards for identification or training information. This may be helpful and appropriate if the Outreach class is targeted to a specific industry or audience. A sticker or photo can be applied in the negative space on the back of the card.

- **Web site updates:** OSHA Authorizing Training Organizations; Revised web site references in Appendix B – Training Resources

**Editor's note:** What’s really important are the changes to the Student Verification requirements, the Makeup Training Clarification and the fact that an expiration date may not be added to the student cards received for Outreach Training.

osha.ucsd.edu/newsletter ● oshatraining@ucsd.edu
General Industry Updates

There are two newly revised OSHA publications available now.

**OSHA's General Industry Digest provides summaries of OSHA General Industry standards**

OSHA’s General Industry Digest summarizes safety and health standards to help employers, supervisors, workers, health and safety committee members, and safety and health personnel learn about OSHA standards in the workplace. The digest contains summaries of OSHA standards that are frequently cited or cover particular hazardous situations in general industry. The General Industry Digest includes updated information on revisions to General Industry standards since the digest was last published in 2001.

**All about OSHA**

This booklet provides a general overview of basic topics related to OSHA and how it operates. Information provided does not determine compliance responsibilities under OSHA standards or the Occupational Safety and Health Act of 1970 (OSH Act). This publication is available in English, Spanish and Vietnamese.

These publications are available free here.

Valuable Materials You Need to Know

**New PowerPoint presentation provides overview of injury and illness prevention programs**

OSHA has published a new slide presentation on the value of injury and illness prevention programs — a proactive process to help employers find and fix workplace hazards before workers are hurt. Not only are these programs effective at reducing injuries, illnesses, and fatalities, but also many employers report that they have transformed their workplace culture and led to higher productivity and quality, reduced turnover, reduced costs, and greater worker satisfaction. Download this presentation here.

- Harold Gribow, Executive Editor

From the Construction Editor

As many of us already know, there is a revised Hazard Communication standard as of last year. The changes are due to efforts made by OSHA to comply with the U.S. adoption of the Global Harmonization System. Many of you are in the process of making the necessary changes at your organizations to comply with the new standard including obtaining the new Safety Data Sheets, updated labels and providing training for employees. At UCSD’s OSHA Training Institute Education Center we are making sure to update our curriculum where necessary to include the GHS changes.

One of the needed changes was brought to our attention by one of our students. Bill Botos from the South Nevada Teamsters 631 Training Center emailed us and asked when Outreach Trainers were going to get an updated Intro to OSHA presentation. He noted that the present version still references the MSDSs and shows an older MSDS as the example. We have updated the OSHA and Cal/OSHA versions of the Intro to OSHA modules to include the new HazCom references. These modules will be made available to all of our Outreach Trainers as well as an example of a new Safety Data Sheet. (Remember to view these materials prior to presenting them and make sure they fit the industry that you’re teaching, Ed.)

To access this updated material go to:
- Intro to OSHA (Fed)
- Intro to OSHA (Cal)
- New Safety Data Sheet

(Passwords, if you don’t already have them, are available by emailing your request to oshatraining@ucsd.edu. Materials are intended solely for UCSD OTIEC trainers.)

I think you will find that these PowerPoints are a little cleaner looking. As always, we welcome input from our students and Outreach Trainers to help us improve our program.

- Jeff Beeler, Editor
From the Maritime Editor

Walking & Working Surfaces topic in the Maritime Industry OSHA Outreach Training Program

Each Maritime 10-Hour and 30-Hour program requires we address Walking and Working Surfaces. Confusion develops with an initial review of the Maritime Standards looking for specific subparts to address this issue.

Use the “Tool Bag” Directive (listed among the Trainer Resources at the end of this newsletter) to meet the requirements for Shipyard Employment (#7615 and #7635 programs). The 29 CFR 1910 Subpart D - Walking–Working Surfaces standards apply with only a few not applicable aboard a vessel. The balance of our references can be located in 29 CFR 1915 Subpart E. Realizing this fact about 1910 Walking–Working Surfaces, we can use the General Industry Walking-Working Surfaces PowerPoint as a template to help organize learning objectives and training items for the subject and modify it to meet our needs for Shipyard Employment matters.

To establish our Walking & Working Surfaces topic for Marine Terminals (#7617 and #7637 programs), we review the Marine Terminal standards (29 CFR 1917) and learn that 29 CFR 1917 Subpart F is the “go-to” regulation for Walking and Working Surfaces and 29 CFR 1910.28 (the Scaffolds portion of 29 CFR 1910 Subpart D) provides the guidance for the one remaining topic learning objective. Here also we are able to use the same General Industry PowerPoint as a template to help develop our thoughts and learning objectives.

Longshoring (#7618 and #7638 programs) has a subpart that deals with this topic (29 CFR 1918 Subpart D) but needs enhancement from the issues addressed in 29 CFR 1918 Subpart C. Again, we can again use the same General Industry PowerPoint as a template to help develop this training topic, while recalling our knowledge of the unique issues of the vessel environment.

OSHA Outreach Trainer Management Tool (OOTMT)

The launch of the new OSHA Outreach online reporting tool is a success. Our department is currently in the process of updating all of our existing training records to ensure that our database is accurate with the latest trainer contact information. Thank you to all the trainers that are responding to the individual emails requesting your assistance in confirming this information. It is essential that moving forward, our office has the tools necessary to communicate with our trainers on a regular basis.

If you have not attended a scheduled Ready Talk session, please download the flyer with course dates on the OSHA website. The Ready Talk training sessions are a huge success. The feedback from trainers attending the sessions are extremely positive and solidifies our belief that this new system will streamline the card issuing process for all trainers. Our goal is to serve our trainers and ensure that the necessary tools are in place to contribute to the success of your courses and the satisfaction of your students.

Trainers that are currently processing reports and cards with the new OSHA Outreach Trainer Management Tool (OOTMT) expressed a greater ease of use. The new online reporting system delivers cards in a timely and efficient manner. Additionally, all cards are received typed with student names, course dates and trainer name.

The OOTMT allows for trainers to search through their course databases for OSHA reports, course receipts, student records and card numbers. This is beneficial for our trainers in Nevada, whose students are required to update their Construction cards every 5 years. The new database will track expiration dates for all of the students trained in your courses, allowing for the opportunity to ensure that the Construction cards do not lapse. Moreover, trainers can utilize the database to market to their student’s and potential upcoming classes.

Currently, we have trainers both on the old and new system. We plan to train all of our existing trainers and slowly import them into the new system throughout the month of May. The old reporting system will not be accessible after June 1, 2013. Register for a Ready Talk session soon and enjoy the benefits of the new and improved OOTMT. I value your opinions and feedback regarding the new website, please email Stephanie MacGillfrey.
The UCSD OTIEC is part of UC San Diego Extension, which has served as a premier source of lifelong learning for adults seeking professional and personal growth for nearly five decades. Currently, Extension educates over 22,000 professionals annually in more than 4,600 courses and over 80 certificate programs including the multi-track Professional Certificate in Occupational Safety and Health.

The UCSD OTIEC has consistently provided quality, innovative and cutting edge occupational safety and health construction and general industry standards based education and training since 1992 when it was chosen as one of the original four OSHA Training Institute Education Centers. In addition to the U.S. Department of Labor OTIEC courses, Extension has a long history of providing courses in safety and health management and training, hazardous waste management and emergency preparedness.

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**For a full list of Refresher Courses visit osha.ucsd.edu**

**Maritime Trainer Resources**

- OSHA Outreach Training Program Maritime Industry Procedures
- OSHA Examining Fatal Shipyard Accidents Videos
- National Maritime Safety Association (NMSA) Resources
- Shipbuilders Council of America (SCA) Safety Resources
- CPL 02-00-142 – Shipyard Employment "Tool Bag" Directive
- CPL 02-00-154 - Longshoring and Marine Terminals "Tool Shed" Directive
- CPL 02-00-151 - 29 CFR Part 1910, Subpart T – Commercial Diving Operations
- CPL 02-01-047 - OSHA Authority Over Vessels and Facilities on or Adjacent to U.S. Navigable Waters and the Outer Continental Shelf (OCS)
- CPL 02-01-051 - 29 CFR Part 1915, Subpart B, Confined and Enclosed Spaces and Other Dangerous Atmospheres in Shipyard Employment
- CPL 03-00-012 - OSHA’s National Emphasis Program (NEP) on Shipbreaking

**Trainer Resources**

**General Industry Trainer Resources**

- OSHA Outreach Program General Industry Procedures and Materials

**Construction Trainer Resources**

- OSHA Outreach Program Construction Industry Procedures and Materials

**For a full list of Refresher Courses visit osha.ucsd.edu**

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