



Train the Trainer Program Report

Statement of Certification. I certify that I have conducted this outreach training class in accordance with the OSH Train the Trainer Program guidelines. I have maintained the training records as required by these guidelines and I will provide these records to the Director of the N.C. Department of Labor's Occupational Safety and Health Division or designee upon request. I understand that I will be subject to immediate dismissal from the OSH Train the Trainer Program if information provided herein is not true and correct. I further understand that providing false information herein may subject me to criminal penalties under state law, including N.C. Gen. Stat. §95-139(e), which provides criminal penalties for making false statements or representations in any document filed pursuant to the Occupational Safety and Health Act of North Carolina. I hereby attest that the information on this form is true and correct.

_____/_____/_____
Trainer Signature: _____ Date: _____

Course Taught:

- | | |
|--|---|
| <input type="checkbox"/> 10-Hour Construction Industry | <input type="checkbox"/> Spanish |
| <input type="checkbox"/> 10-Hour General Industry | <input type="checkbox"/> Language other than English _____ |
| <input type="checkbox"/> 30-Hour Construction Industry | <input type="checkbox"/> Youth (age 18 or less) |
| <input type="checkbox"/> 30-Hour General Industry | <input type="checkbox"/> OSH Alliance or Partnership related (specify below)
_____ |

County in which training was held: _____
Course start date: _____/_____/_____
Course end date: _____/_____/_____ (Requests cannot be older than 6 months)
Number of students: _____

Primary Trainer Course Information:

_____/_____/_____
ID Number: _____ Name: _____ Course: _____ Expiration Date: _____
(NC500/NC501)

Address (Use an address that will be delivered directly to you)

Check box if company and/or address has changed

Company/Dept.: _____
Address: _____
City / State / Zip: _____
Phone Number: _____
E-Mail: _____

Documentation Must Include:

1. Train the Trainer Program Report
2. Copy of Trainer Card
3. Student Roster

10-Hour Construction Industry Report

Mandatory Topics: Must equal 6 hours

<u>Time Taught:</u>	<u>Time Required:</u>	<i>Mandatory topics must equal at least 6 hours*</i>
_____	1 hour	Introduction to OSH
_____	1 ½ hours	Fall Protection
_____	30 min	Electrical
_____	30 min	Struck By
_____	30 min	Caught In/Between
_____	30 min	Personal Protective and Life Saving Equipment
_____	30 min	Health Hazards in Construction

* Times noted are the minimum required

Elective Topics: Must equal 2 hours

<u>Time Taught:</u>	<u>Time Required:</u>	<i>Choose at least two of the following elective topics. These topics must equal at least 2 hours.</i>
_____	30 min*	Materials Handling, Storage, Use and Disposal
_____	30 min*	Tools-Hand and Power
_____	30 min*	Scaffolds
_____	30 min*	Conveyers
_____	30 min*	Excavations
_____	30 min*	Stairways and Ladders

*Minimum of 30 minutes on any of these six areas to equal 2 hours

Additional Topics: Must equal 2 hours

For the remaining two hours; Teach any other construction industry hazard topics or policies and/or expand on the mandatory or elective topics. See the Train the Trainer Guidelines for special industry recommendations.

<u>Time Taught:</u>	<u>Topic(s):</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Note: Please refer to the Train the Trainer Guidelines for additional information and details

10-Hour General Industry Report

Mandatory Topics: Must equal 6 hours

<u>Time Taught:</u>	<u>Time Required:</u>	<i>Mandatory topics must equal at least 6 hours.</i>
_____	1 hour	Introduction to OSH
_____	1 hour	Walking Working Surfaces
_____	1 hour	Exit Routes, Emergency Action Plans, Fire Prevention Plans and Fire Protection
_____	1 hour	Electrical
_____	1 hour	Personal Protective Equipment
_____	1 hour	Hazard Communication

Elective Topics: Must equal 2 hours

<u>Time Taught:</u>	<u>Time Required:</u>	<i>Choose at least two of the following elective topics. These topics must equal at least 2 hours.</i>
_____	30 min*	Hazardous Materials
_____	30 min*	Materials Handling
_____	30 min*	Machine Guarding
_____	30 min*	Introduction to Industrial Hygiene
_____	30 min*	Bloodborne Pathogens
_____	30 min*	Ergonomics
_____	30 min*	Safety and Health Program

**Minimum of 30 minutes on any of these seven areas to equal 2 hours*

Elective Topics: Must equal 2 hours

For the remaining two hours; Teach any other general industry hazard topics or policies and/or expand on the mandatory or elective topics. See the Train the Trainer Guidelines for special industry recommendations.

<u>Time Taught:</u>	<u>Topic(s):</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Note: Please refer to the Train the Trainer Guidelines for additional information and details

30-Hour Construction Industry Report

Mandatory Topics: Must equal 14 hours

<u>Time Taught:</u>	<u>Time Required:</u>	<i>Mandatory topics must equal at least 14 hours. *</i>
_____	1 hour	Introduction to OSH
_____	1 ½ hours	Fall Protection
_____	30 min	Electrical
_____	30 min	Struck By
_____	30 min	Caught In/Between
_____	2 hours	Personal Protective and Life Saving Equipment
_____	2 hours	Health Hazards in Construction
_____	1 hour	Stairways and Ladders
_____	2 hours	Managing Safety and Health

* Times noted are the minimum required

Elective Topics: Must equal 12 hours

<u>Time Taught:</u>	<u>Time Required:</u>	<i>Choose at least six of the following elective topics. These topics must equal at least 12 hours.</i>
_____	30 min*	Fire Protection and Prevention
_____	30 min*	Materials Handling, Storage, Use and Disposal
_____	30 min*	Tools – Hand and Power
_____	30 min*	Welding and Cutting
_____	30 min*	Scaffolds
_____	30 min*	Cranes, Derricks, Hoists, Elevators and Conveyers
_____	30 min*	Excavations
_____	30 min*	Concrete Masonry
_____	30 min*	Steel Erection
_____	30 min*	Stairways and Ladders
_____	30 min*	Safety and Health Programs
_____	30 min*	Confined Space Entry
_____	30 min*	Powered Industrial Vehicles
_____	30 min*	Ergonomics
_____	30 min*	Motor Vehicles, Mechanized Equipment and Marine Operations; Rollover Protective Structures and Overhead Protection; and Signs, Signals and Barricades.

*Minimum of 30 minutes on any of these fifteen areas to equal 12 hours

Additional Topics: Must equal 4 hours

For the remaining four hours; Teach any other construction industry hazard topics or policies and/or expand on the mandatory or elective topics for a minimum of 30 minutes each. See the Train the Trainer Guidelines for special industry recommendations.

<u>Time Taught:</u>	<u>Topic(s):</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Note: Please refer to the Train the Trainer Guidelines for additional information and details.

30-Hour General Industry Report

Mandatory Topics: Must equal 12 hours

<u>Time Taught:</u>	<u>Time Required:</u>	<i>Mandatory topics must equal at least 12 hours.</i>
_____	1 hour	Introduction to OSH
_____	1 hour	Walking Working Surfaces
_____	2 hour	Exit Routes, Emergency Action Plans, Fire Prevention Plans and Fire Protection
_____	1 hour	Electrical
_____	2 hours	Personal Protective Equipment
_____	1 hour	Material Handling Storage
_____	2 hours	Hazard Communication
_____	2 hours	Managing Safety and Health

Elective Topics: Must equal 10 hours

<u>Time Taught:</u>	<u>Time Required:</u>	<i>Choose at least five of the following elective topics. These topics must equal at least 10 hours.</i>
_____	30 min*	Hazardous Materials
_____	30 min*	Confined Space
_____	30 min*	Lockout Tagout
_____	30 min*	Machinery and Machine Guarding
_____	30 min*	Bloodborne Pathogens
_____	30 min*	Ergonomics
_____	30 min*	Fall Protection
_____	30 min*	Powered Industrial Vehicles

**Minimum of 30 minutes on any of these eight areas to equal 10 hours*

Additional Topics: Must equal 8 hours

For the remaining eight hours; Teach any other general industry hazard topics or policies and/or expand on the mandatory or elective topics for a minimum of 30 minutes each. See the Train the Trainer Guidelines for special industry recommendations.

<u>Time Taught:</u>	<u>Topic(s):</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Note: Please refer to the Train the Trainer Guidelines for additional information and details.

Student Names

1.		26.	
2.		27.	
3.		28.	
4.		29.	
5.		30.	
6.		31.	
7.		32.	
8.		33.	
9.		34.	
10.		35.	
11.		36.	
12.		37.	
13.		38.	
14.		39.	
15.		40.	
16.		41.	
17.		42.	
18.		43.	
19.		44.	
20.		45.	
21.		46.	
22.		47.	
23.		48.	
24.		49.	
25.		50.	