



Colston Safety and Training, Inc.
OSHA Outreach 10-Hour & 30-Hour

DESIGNATED TRAINING TOPICS

10-HOUR GENERAL INDUSTRY OUTREACH TRAINING PROGRAM

The 10-hour General Industry Outreach Training Program is intended to provide entry level general industry workers broad awareness on recognizing and preventing hazards on a general industry site. The training covers a variety of safety and health hazards which a worker may encounter at a general industry site. OSHA recommends this training as an orientation to occupational safety and health. Workers must receive additional training on hazards specific to their job. Training should emphasize hazard identification, avoidance, control and prevention, not OSHA standards. Instructional time must be a minimum of 10 hours.

Breakdown of topics as follows:

- Mandatory - 6 hours: Six topics to be taught, for one hour each
- Elective - 2 hours: Choose at least two of these topics to teach, for a minimum of one-half hour each. Must cover at least two hours.
- Optional - 2 hours: Teach any other general industry hazards or policies and/or expand on the mandatory or elective topics, minimum of one-half hour each

10-HOUR GENERAL INDUSTRY REQUIRED COURSE TOPICS

Mandatory . 6 hours

- One Hour - Introduction to OSHA, including: OSH Act, General Duty Clause, Employer and Employee Rights and Responsibilities, Whistleblower Rights, Recordkeeping basics, Inspections, Citations, and Penalties, Value of Safety and Health, OSHA Website and available resources, OSHA 800 number
- One Hour - Walking and Working Surfaces, Subpart D (including fall protection)
- One Hour - Exit Routes, Emergency Action Plans, Fire Prevention Plans, and Fire Protection, Subparts E & L
- One Hour - Electrical, Subpart S
- One Hour - Personal Protective Equipment, Subpart I
- One Hour - Hazard Communication, Subpart Z

Elective . 2 hours (These topics must add up to at least two hours - Minimum One-half hour each)

Choose at least two of the following elective topics:

- Hazardous Materials, Subpart H

- Materials Handling, Subpart N
- Machine Guarding, Subpart O
- Introduction to Industrial Hygiene, Subpart Z
- Bloodborne Pathogens, Subpart Z
- Ergonomics
- Safety and Health Program
- Fall Protection

Optional . 2 hours

- For the remaining two class hours: Teach any other general industry hazards or policies
- and/or expand on the mandatory or elective topics

Special Industry Recommendations:

In addition to the six mandatory hours, the groups noted below should also teach the following:

- Medical / Health Care . 1 hour each - Introduction to Industrial Hygiene, Bloodborne Pathogens - At least 1/2 hour each - Ergonomics and Workplace Violence
- Maintenance - Ergonomics and (if applicable) Powered Industrial Trucks
- Utility - Ergonomics, Power Generation, and Confined Spaces
- Office - Ergonomics

30-HOUR GENERAL INDUSTRY OUTREACH TRAINING PROGRAM

The 30-hour General Industry Outreach Training Program is intended to provide a variety of training to people with some safety responsibility. Workers must receive additional training on hazards specific to their job. Training should emphasize hazard identification, avoidance, control and prevention, not OSHA standards. Instructional time must be a minimum of 30 hours.

Breakdown of topics as follows:

- Mandatory - 11 hours: Seven topics to be taught, ranging from one to two hours each
- Elective - 10 hours: Choose at least five of these topics to teach, for a minimum of one-half hour each
- Optional - 9 hours: Teach any other general industry hazards or policies and/or expand on the
- mandatory or elective topics, minimum of one-half hour each

30-HOUR MANDATORY COURSE TOPICS

- Two Hours (minimum) Introduction to OSHA, including: OSH Act, General Duty Clause, Employer and Employee Rights and Responsibilities, Whistleblower Rights, Recordkeeping basics,

Inspections, Citations, and Penalties, Value of Safety and Health, OSHA Website, OSHA 800 number and available resources

- One Hour (minimum) - Walking and Working Surfaces . including fall protection, Subpart D
- Two Hours (minimum) - Exit Routes, Emergency Action Plans, Fire Prevention Plans, and Fire Protection, Subparts E & L
- Two Hours (minimum) - Electrical, Subpart S
- One Hour (minimum) - Personal Protective Equipment (PPE), Subpart I
- Two Hours (minimum) - Materials Handling, Subpart N
- One Hour (minimum) - Hazard Communication, Subpart Z

30-HOUR ELECTIVE COURSE TOPICS

Choose at least 5 of the following topics - Must add up to at least 10 hours

- Hazardous Materials (Flammable and Combustible Liquids, Spray Finishing, Compressed Gases, Dipping and Coating Operations), Subpart H
- Permit-Required Confined Spaces, Subpart J
- Lockout / Tagout, Subpart J
- Machine Guarding, Subpart O
- Welding, Cutting, and Brazing, Subpart Q
- Introduction to Industrial Hygiene, Subpart Z
- Bloodborne Pathogens, Subpart Z
- Ergonomics
- Fall Protection
- Safety and Health Programs
- Powered Industrial Vehicles

Note: A holder of a 10-Hour card may take an additional 20 hours of training from the same instructor within 6 months and thereby qualify for a 30-hour card. The 10-hour card must be returned before the 30-hour card may be issued.