

Attachment A – Region VI OSHA ED Center OUTREACH Contact Information

PURPOSE:

Guidance on submitting your requests for 10-and 30-hour Construction and General Industry student cards.

WHERE TO SUBMIT (OSHA Outreach Training Coordinator):

Send your card requests to:

Region VI OSHA Education Center
The University of Texas at Arlington
ATTN: Star Connell
Box 19197
140 West Mitchell
Arlington, Texas 76019-0197
▶ Fax (817) 272-3576
▶ e-mail: osha@uta.edu

HOW TO SUBMIT:

- Requests will be accepted via mail, fax, or email.
- Note: Trainers who took their last Construction or General Industry trainer course at a different Education Center must send their requests to that Education Center.

QUESTIONS:

Star Connell
The University of Texas at Arlington
Outreach Training Program
Phone (817) 272-2581 or (866) 906-9190

HOW THE NEW PROGRAM ADMINISTRATION WILL WORK:

- Refer to the Outreach Training Program guidelines for details. The guidelines are also available at www.osha.gov/fso/ote/training/outreach/training_program.html
- Requests should contain:
 - Outreach Training Program report,
 - Student names, and
 - List of course topics and time spent on each topic.
 - A copy of your trainer card, if this is your first request.
- We will review requests for:
 - Trainer qualification (valid authorization status),
 - Compliance to the guidelines (topics, time, etc.),
 - Completeness of information
 - Discrepancies will be reviewed with the trainer, and complete, valid requests will be filled within three weeks of receipt.

Questions? Please contact the Region VI OSHA Education Center
The University of Texas at Arlington
(817)272-2581 or (866)906-9190



The University of Texas at Arlington
 140 W. Mitchell, Box 19197
 Arlington, TX 76019

866-906-9190
 817-272-2556 (fax)
osha@uta.edu
www.uta.edu/ded/osha

Outreach Training Program Report

Statement of Certification. I certify that I have conducted this outreach training class in accordance with the OSHA Outreach Training Program guidelines. I have maintained the training records as required by these guidelines and I will provide these records to the OSHA Directorate of Training and Education (or their designee) upon request. I understand that I will be subject to immediate dismissal from the OSHA Outreach Training Program if information provided herein is not true and correct. I further understand that providing false information herein may subject me to civil and criminal penalties under Federal law, including section 17(g) of the Occupational Safety and Health Act, 29 U.S.C.666(g), which provides criminal penalties for making false statements or representations in any document filed pursuant to that Act. I hereby attest that the information on this form is true and correct.

Trainer Signature _____

Date _____

If submitting this application by electronic means, by checking the box to the left or affixing a signature, I attest that all information provided in this submission is true and accurate.

Course Conducted:

- 10-hour Construction
- 10-hour General Industry
- 30-hour Construction
- 30-hour General Industry

Course Information (check all that apply):

- Spanish Youth (age 18 or less) Training conducted outside US
- Language other than English or Spanish _____
- OSHA Alliance or Partnership related (specify below) _____

State in which training was held (or country if outside of US): _____

Course End Date: ____ / ____ / ____ (Requests cannot be older than 6 months)

Number of Students: _____ (Enter names on back or on separate sheet. More than 50 requires prior approval)

Primary Trainer Course Information

Your Responsible Training Organization (which OTI Education Center, or OSHA) The University of Texas at Arlington

ID Number* _____

Name _____

Course (#500/#501/#502/#503) _____

Expiration Date ____ / ____ / ____

* ID number – only applies to trainers who have received student cards

Address (Use an address that will come directly to you; if you have an ID and your address is unchanged, don't complete this)

Check if this is a new address

Company / Dept. _____

Address _____

City /State /Zip _____

Phone Number (____) - ____ - ____ ext. ____ E-mail: _____

Documentation must include:

- (1) Outreach Training Program Report
- (2) Copy of trainer card if this is your first class or you updated your trainer status
- (3) Student names
- (4) Topic list and the time spent on each

Important notes:

- * Trainers' course records must include sign-in sheets collected for each day
- * Maintain records which indicate the card number dispensed to each student
- * Print or type trainer's name on card to ensure legible
- * Send separate documentation for each class

10-Hour Topics

* Indicate the amount of time spent on each of the topics in the class

Hours* <u>Construction</u>	Hours* <u>General Industry</u>
____ Required Introduction to OSHA	____ Required Introduction to OSHA
____ Required OSHA Focus Four Hazards – including: Fall Protection, Electrical, Struck By, Caught in/between	____ Required Walking and Working Surfaces
____ Required Personal Protective and Lifesaving Equipment	____ Required Exit Routes, Emergency Action Plans, Fire Prevention Plans and Fire Protection
____ Required Health Hazards in Construction – including: Hazard Communication and Silica	____ Required Electrical
Elective Topics:	____ Required Personal Protective Equipment
____ Materials Handling, Storage, Use and Disposal	____ Required Hazard Communication
____ Tools - Hand and Power	Elective Topics:
____ Scaffolds	____ Hazardous Materials (Flammable and Combustible Liquids)
____ Cranes, Derricks, Hoists, Elevators, and Conveyors	____ Materials Handling
____ Excavations	____ Machine Guarding
____ Stairways and Ladders	____ Introduction to Industrial Hygiene
Optional: Other OSHA Construction hazards or policies	____ Bloodborne Pathogens
_____	____ Ergonomics
_____	____ Safety and Health Programs
_____	____ Fall Protection
_____	Optional: Other OSHA General Industry hazards or policies
_____	_____
_____	_____

