

Upcoming February & March Courses and Descriptions:

February 11, 2015 - Safety Orientation & Training

1. Effectively train all employees on a job site about safety policies and procedures.
2. Coordinate safety training programs.



February 18, 2015 - Work Permit Policies

1. Describe the role and responsibility of the safety technician in relation to work permit policies.
2. State the purpose of work permit policies.
3. Explain the need for hot work permits.
4. Describe the safety technician's role during the performance of hot work.
5. Explain the need for a lockout/tagout program.
6. Describe steps needed during the performance of lockout/tagout procedures.
7. Explain the need for confined-space permits.
8. Describe the safety technician's role regarding confined-space work areas.
9. Describe some of the hazards involved when an excavation work permit is needed.
10. Describe the safety technician's role during the



February 25, 2015 - Safety Meetings

1. Communicate safety issues and concerns to workers through safety meetings.
2. Prepare for and conduct an effective safety meeting.
3. Evaluate the quality of a safety meeting.



March 4, 2015 - Accident Investigation: Policies & Procedures

1. Explain the purposes and uses of accident investigations.
2. Identify the person responsible for conducting an accident investigation.
3. Complete an accident investigation form.
4. Explain the procedure for conducting accident investigation interviews.



Who Should Attend?

Foreman * Supervisors * Project Managers * Estimators * All Leaders

All Course will; be held simultaneously in the CIC Office in Rapid City & AGC office in Sioux Falls.
Class is limited to 25 Participants—Please RSVP Seven Days Prior to Each Course.

Call Ben Holst at 605-920-1169 or Jim Heaphy 605-261-1567— email: training@sdagc.org

March 11, 2015 - Accident Investigation: Data Analysis

1. Explain, in general, the methods commonly used for analyzing accident investigation information.
2. Explain at least three systematic approaches to accident investigation.



March 18, 2015 - Recordkeeping

1. Identify and follow OSHA and company requirements for recordkeeping.
2. Properly document work-related illnesses and injuries using OSHA Forms 300, 300A, and 301.
3. Explain how to manage safety and health records for a job site.

March 25, 2015 - OSHA Inspection Procedures

1. Explain why OSHA inspects construction sites.
2. Describe the process for an on-site OSHA inspection.
3. Explain the role of the safety technician during an inspection.
4. Explain the difference between a focused inspection and a wall-to-wall inspection.
5. Explain suggested and required follow up resulting from an OSHA inspection.
6. Explain the consequences of OSHA citations, violations, and fines.
7. Explain the rights and responsibilities of employees and employers during an OSHA inspection.
8. Explain OSHA's multi-employer work site inspection and citation procedures.



Upcoming NCCER Safety Technology Courses



**Presented by
AGC Safety Team**



**February & March
Opportunities Inside!!**

Yes, We will be attending!

Cost is per person; \$60 (AGC Members) or \$90 for non-members

Payment Enclosed

Please Invoice

24-hour cancellation policy applies - no shows will be billed.

DEADLINE to RSVP - Seven Days Prior to Class

Company Name: _____

Name: _____

Name: _____

Name: _____

Name: _____

Address: _____

City: _____

Phone: () _____

Email: _____

Please return this form to:

AGC Building Chapter
2307 W. 57th Street, Suite 101
Sioux Falls, SD 57108
or email: training@sdagc.org

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Address Service Requested