

# NEW JERSEY STATESAFETY COUNCIL'S RAINING INSTITUTE

*JANUARY - DECEMBER 2019*

OCCUPATIONAL SAFETY, HEALTH & ENVIRONMENTAL COURSES



**“THE MOST IMPORTANT THING WE DO IS KEEP PEOPLE ALIVE”**



**HALF DAY  
SESSIONS  
AVAILABLE**

For details or questions  
call us at 908-272-7712  
or email us: [susanr@njsafety.org](mailto:susanr@njsafety.org)



# NEW JERSEY STATE SAFETY COUNCIL'S CERTIFICATE PROGRAM

## NEW JERSEY STATE SAFETY COUNCIL'S PRACTICING SAFETY PROFESSIONAL CERTIFICATE SERIES

If you have already earned the **Advanced Safety Certificate** from the National Safety Council through courses conducted at the NJ State Safety Council (NJSSC) prior to 8/28/12, just complete any two (2) courses listed below at the NJSSC within 3 years and receive the NJ State Safety Council's **Practicing Safety Professional Certificate**

You can also earn our certificate by completing 4 core courses and 2 electives within 3 years. You are automatically enrolled in the certificate series when you took any of the listed courses below prior to 8/28/2012. Please check current schedule to register for any of the courses listed.

### CORE COURSES

Ergonomics: Managing For Results  
Job Safety Analysis  
10-Hour OSHA Construction  
10-Hour OSHA General Industry  
Safety Inspections  
Supervisors' Development  
Team Safety

### ELECTIVES

Confined Space Train the Trainer  
Electrical Safety  
Excavation & Trenching  
Fall Protection  
Incident Investigation: Root Cause Analysis  
Lift Truck Operator Train the Trainer  
OSHA Recordkeeping  
Respiratory Protection Train the Trainer



NEW JERSEY STATE SAFETY COUNCIL  
TRAINING INSTITUTE

6 & 25 Commerce Drive  
Cranford, NJ 07016  
Phone (908) 272-7712 • (800) 228-3834  
Fax: (908) 276-6622

[www.njsafety.org](http://www.njsafety.org)

**In the event of inclement weather,  
call the Council at  
908-272-7712 for course  
cancellation information.**

### **PLEASE NOTE**

Please include your business card, if available, with your registration. Help us minimize duplicate mailings by notifying the Council of any address or job title changes. Call or fax the Council with this information.

Please complete and mail your registration with check or purchase order/voucher payable to New Jersey State Safety Council or provide credit card information as indicated on registration form. You may also fax your registration along with voucher/credit card information to 908-276-6622. No telephone registrations accepted. Registrations received without payment verification will be returned to sender. There will be no refund for failure to attend, but organizations may send substitutes. Cancellations accepted only if received in writing one week prior to program date.

### **DIRECTIONS**

Southbound: Exit 136, bear right onto Centennial Ave. Go to 3<sup>rd</sup> traffic light and turn right onto Myrtle St. Proceed to the first street after going under Parkway overpass and turn right onto Commerce Drive. Proceed to Number 6, which is the third building. Classroom is on the 1<sup>st</sup> floor; administrative office is on the 3<sup>rd</sup> floor at 25 Commerce Drive.

Northbound: Exit 136, stay to the left and make left turn at the traffic light onto Centennial Ave. Go to 3<sup>rd</sup> traffic light and turn right onto Myrtle St. Proceed to the first street after going under Parkway overpass and turn right onto Commerce Drive. Proceed to Number 6, which is third building on your right. Classroom is on the 1<sup>st</sup> floor; administrative office is on the 3<sup>rd</sup> floor.

The Garden State Parkway connects with Routes 22 & 78 just a few miles north of Cranford and with the New Jersey Turnpike a few miles south at interchange 11 (north or south).

# COURSE SCHEDULE JANUARY—DECEMBER 2019 AT A GLANCE

## January 2019

16 Coaching Lift Truck Operator Train-the-Trainer  
17-18 10 Hour OSHA Standards in General Industry

## February 2019

8 Job Hazard Analysis  
6 Coaching Lift Truck Operator Train-the-Trainer  
15 OSHA Recordkeeping  
19 Team Safety  
21-22 10 Hour OSHA Safety & Health Standards for Construction

## March 2019

7 Ergonomics: Managing For Results  
8 Excavation Safety Standards for Competent Person  
12 Job Hazard Analysis  
13 Coaching Lift Truck Operator Train-the-Trainer  
15 OSHA Fall Protection & Scaffold Safety  
20-21 10 Hour OSHA Standards in General Industry

## April 2019

3 HazCom...(GHS). (a.m.)  
8 Conducting Safety Audits & Inspections  
10 Coaching Lift Truck Operator Train-the-Trainer  
17-18 10 Hour OSHA Safety & Health Standards for Construction

## May 2019

1 OSHA Electrical Safe Work Practices/NFPA 70E 2017  
7 Incident Investigation & Documentation with Cause Analysis  
14 Respiratory Protection & Fit Testing Train—the-Trainer  
15 Coaching Lift Truck Operator Train-the-Trainer  
23-24 10 Hour OSHA Standards in General Industry

## June 2019

7 Conducting Safety Audits & Inspections  
6 Ergonomics: Managing For Results  
12 Coaching Lift Truck Operator Train-the-Trainer  
19 OSHA Confined Space Train the Trainer  
20-21 10 Hour OSHA Safety & Health Standards for Construction

## July 2019

11-12 Supervisor's Development Training  
17 Coaching Lift Truck Operator Train-the-Trainer  
19 OSHA Fall Protection & Scaffold Safety  
25-26 10 Hour OSHA Standards in General Industry  
31 Team Safety

## August 2019

14 Coaching Lift Truck Operator Train-the-Trainer  
22-23 10 Hour OSHA Safety & Health Standards for Construction

## September 2019

5 Ergonomics: Managing For Results  
11 Coaching Lift Truck Operator Train-the-Trainer  
17 Excavation Safety Standards for Competent Person  
19-20 10 Hour OSHA Standards in General Industry

## October 2019

3 HazCom...(GHS). (a.m.)  
9 OSHA Electrical Safe Work Practices/NFPA 70E 2017  
11 OSHA Recordkeeping  
10 Respiratory Protection and FIT Testing Train-the-Trainer  
16 Coaching Lift Truck Operator Train-the-Trainer  
18 Incident Investigation & Documentation with Cause Analysis  
24-25 10 Hour OSHA Safety & Health Standards for Construction

## November 2019

1 Excavation Safety Standards for Competent Person  
6-7 10 Hour OSHA Standards in General Industry  
12 Job Hazard Analysis  
13 Coaching Lift Truck Operator Train-the-Trainer

## December 2019

3 Team Safety  
5-6 10 Hour OSHA Safety & Health Standards for Construction  
11 Coaching Lift Truck Operator Train-the-Trainer

*Please note: all classes can be done on-site*

## GENERAL INFORMATION

- LOCATION:** All listed courses are held at the NJSSC Training Center, Cranford, NJ
- TIME:** Registration begins at 8:30 **AM** with class starting at 9:00 **AM**, concluding at 4:00 **PM**  
For 2-day classes (call for specific times on 2<sup>nd</sup> day)  
Half Day **AM** classes begin at 8:30 **AM** and end at 12:00 noon  
Half Day **PM** classes begin at 1:00 **PM** and end at 4:00 **PM**
- FEES:** 1-day Classes \$325 for Subscribers/\$375 for Nonsubscribers  
1/2 day Classes \$150 for Subscribers/\$175 for Nonsubscribers  
2-day Supervisor's Development—\$400 Subscribers/\$500 for Nonsubscribers  
2-day 10-Hour General Industry/Construction—\$350 Subscribers/\$400 Nonsubscribers

For further information please call (908) 272-7712, fax (908) 276-6622 or email [susanr@njsafety.org](mailto:susanr@njsafety.org)

YOU CAN COUNT ON THE SAFETY COUNCIL FOR THE BEST QUALITY OF SERVICE

# NEW JERSEY STATE SAFETY COUNCIL SPONSORED LIFT TRUCK TRAINING & SERVICES

## COACHING THE LIFT TRUCK OPERATOR 2TM: T-T-T

- |                     |            |                      |            |
|---------------------|------------|----------------------|------------|
| • January 16, 2019  | (CR011619) | • July 17, 2019      | (CR071719) |
| • February 06, 2019 | (CR020619) | • August 14, 2019    | (CR081419) |
| • March 13, 2019    | (CR031319) | • September 11, 2019 | (CR091119) |
| • April 10, 2019    | (CR041019) | • October 16, 2019   | (CR101619) |
| • May 15, 2019      | (CR051519) | • November 13, 2019  | (CR111319) |
| • June 12, 2019     | (CR061219) | • December 11, 2019  | (CR121119) |

This comprehensive one day New Jersey State Safety Council OSHA compliance program is designed for persons responsible for developing and/or instructing employees on lift truck safety at their facilities. It teaches awareness for the total worksite situation, including pedestrians. This Course utilizes a dynamic, interactive teaching approach, the way adults learn best! The cost of the course includes morning coffee, course materials (complete instructor kit including DVD/videos and one operator response book) as indicated by registrant and a certificate of completion.

Note: If you already have the course DVD/videos or you are an additional attendee from the same company and do not wish to buy another set of DVD/videos, please register checking off the appropriate choice.

Location:	CR=NJSSC Training Center, Cranford, NJ	CEU = .5
Course Hours:	8:30 <b>am</b> – 4:00 <b>pm</b>	
Fee:	DVD/Videos - \$525 for Council subscribers and \$625 for nonsubscribers Without DVD/Videos - \$325 and \$375 respectively. Specify choice of DVD/Video on registration form	
Presenters:	Joseph Serratelli and Vincent Bellino	

## ON-SITE LIFT TRUCK TRAINING & SERVICES

The New Jersey State Safety Council Coaching Lift Truck Operator's course is tailored to your facility. It includes classroom and behind-the-wheel instruction on 2 pieces of your equipment. Each course is customized to meet the training needs of your employees, whether seasoned or inexperienced operators, and meets the current OSHA REQUIREMENTS for training. Fee for up to 10 employees: \$900/\$1,150 for Council Subscribers and Nonsubscribers respectively. For Saturday or off hours training, please add \$100 to the fee.

Our broad range of refresher training is designed to peak the interest of your operators and enhance their knowledge of lift truck safety. It includes classroom, behind-the-wheel instruction on 2 pieces of your equipment and written and practical evaluations that meets the current OSHA REQUIREMENTS for training. Fee: It is the same as the Operator Training above.

This program meets the current OSHA REQUIREMENTS for evaluating your operators in the workplace. Includes observations and formal evaluations of each operator's performance, including checklist and feedback to management. Fee: *It is the same as the Operator Training above.*

This New Jersey State Safety Council course is the same as that offered at our training center. It is designed for persons directly or indirectly responsible for developing and/or instructing employee lift truck safety training in their facilities. Meets OSHA REQUIREMENTS. Classroom instruction only. Fee for up to 10 employees: \$1,950 for Council Subscribers and \$2,450 for Nonsubscribers. For Saturday or off hour training, please add \$100 to the fee. Course DVDs not included. They can be purchased at an additional charge.

# NEW JERSEY STATE SAFETY COUNCIL SPONSORED GENERAL SAFETY COURSES

## SUPERVISOR'S DEVELOPMENT TRAINING

- July 11-12, 2019 (CR07-11-12-19)

This 2-day training program has become a standard for new team leaders and supervisors. We have trained thousands of supervisors in this classic program. Designed to train and assist supervisors in creating a safety aware workforce that makes safety a priority. Featuring such topics including fire safety, communications, PPE, human relations, machine safety, material handling, ergonomics, inspections and accident investigations and much more.

In addition, it can be customized to be delivered at your facility for your supervisors, managers and/or safety committee members or safety team leaders. The Council has custom designed this course for delivery to groups as large as 5,000 supervisors, so call and let us do the same for your company.

The course fee will include text materials and certificate of completion.

## INCIDENT INVESTIGATION & DOCUMENTATION WITH CAUSE ANALYSIS

- May 07, 2019 (CR050719)
- October 18, 2019 (CR101819)

This interactive course provides participants with a practical and effective method to examine and review their company's safety and health program. Safety & Health audits are a management tool to evaluate how their program is working. Effective and positive audits are a window to reality vs. appearance. Participants will learn to develop, plan and execute an effective cost-saving safety system. This course is designed for managers, supervisors, safety team members and any employee with job safety responsibilities. It is also designed to provide attendees an understanding in the methodologies that identify causes of accidents that can be fixed. It will add lasting impact in safety incident investigation and the recommendations based on root cause analysis. This active course is designed for individuals and committees that conduct incident investigation or have oversight for safety.

## RESPIRATORY PROTECTION AND FIT TESTING TRAIN-THE-TRAINER

- May 14, 2019 (CR051419)
- October 10, 2019 (CR101019)

This Respiratory Protection Training is designed to instruct attendees in meeting the NEW federal OSHA Respiratory Protection standard. The course will also provide fit testing and training techniques. Anyone whose responsibilities include administering a Respirator Protection Program should attend. Useful resource tools will be the Respiratory Protection Program Administration Instruction, wallet card as a Trained Respirator Fit Tester, sample medical questionnaire, sample training log and sample fit testing record. Learn how to revise the Respiratory Protection Program, new additions and revisions to the OSHA standards, proper selection and use and limitations of respirators. Participants will have an understanding and hands-on use of fit testing techniques, and emergency use procedures where applicable. Participants must bring their own respirator to use in the fit-testing segment of this course. The course fee includes course materials, and certificate of completion.

# OUTREACH TRAINING FOR OSHA REQUIRED

## 10 HOUR SAFETY & HEALTH STANDARDS FOR CONSTRUCTION

- **February 21-22,** (CR022219)
- **April 17-18,** (CR041819)
- **June 20-21,** (CR062119)
- **August 22-23,** (CR082319)
- **October 24-25,** (CR102519)
- **December 5-6,** (CR120619)

This 2-day certification program provides instruction on a variety of construction industry OSHA standards. Topics include intro to OSHA, OSH Act/General Duty Clause 5(a) (1), general safety & health provision, competent person. Also: motor vehicles, mechanized & construction equipment, electrical safety; excavation; fall protection; PPE & lifesaving equipment; fire protection/prevention; signs, signals, barricades; recordkeeping OSHA forms 300 & 301. Upon successful completion, students will receive a 10-hour OSHA course completion card.

## 10 HOUR GENERAL INDUSTRY IN OSHA STANDARDS

- **January 17-18,** (CR011819)
- **March 20-21,** (CR032119)
- **May 23-24,** (CR052419)
- **July 19-20,** (CR072019)
- **Sept. 20-21,** (CR092119)
- **Nov. 07-08,** (CR110819)

This 2-day certification program provides the participant with instruction on a variety of general industry OSHA standards. Topics include intro to OSHA, OSH Act/General Duty Clause 5(a)(1), general safety & health provisions, walking working surfaces, means of exit, electrical safety; PPE, machine guarding, hazard communication and other topics.

## TEAM SAFETY: Building a Winning Team Strategy

- **February 19, 2019** (CR021919)
- **July 31, 2019** (CR073119)
- **December 3, 2019** (CR120319)

Team Safety is an introductory training course. It is geared to personnel who have responsibility for building teams. This Course provides the basic understanding of key approaches to planning for; assembling and building effective teams. Interactive discussions, key team concepts, techniques for identifying the training needs of team members as well as meeting management skills, will all be part of the key concepts presented.

This Training Course focuses on identification and avoidance of hazards in residential construction. Residential construction workers face a unique set of hazards and safety considerations. Each year, approximately 38,000 construction injuries are reported, with some 21,000 involving days away from work. Many OSHA standards apply to residential construction for the prevention of liability and possible fatalities.

## OSHA RECORDKEEPING

- **February 15, 2019** (CR021519)
- **October 11, 2019** (CR101119)

Confused about the current OSHA recordkeeping requirements and your obligations and responsibilities? This training session addresses the OSHA 301 Injury Report, 300 Log Documentation, 300A Summary Posting and more. Refresh your understanding of illness & injury classification and much more. All participants will receive samples of required forms. Concerned about the knock at the door? This class will also address preparation for 3rd party auditors and setting your organization up for success.

## CONFINED SPACE TRAIN-THE-TRAINER

- **June 12, 2019** (CR061219)

This course meets the requirements set forth by OSHA and is designed for attendees who want their own in-house confined space training programs and will provide the necessary instructional tools to meet those objectives. All elements of the OSHA requirements, 29 CFR 1910.146 will be covered in lecture formats. Tips regarding in-house training techniques to use a facility's site entry equipment will also be covered (air monitoring instruments, harness, lifeline, tripods, etc.). The course fee will include text material and certificate of completion.

## OUTREACH TRAINING FOR OSHA REQUIRED (continued)

### ERGONOMICS: MANAGING FOR RESULTS

March 7, 2019 (CR030719)

June 6, 2019 (CR060619)

Sept 05, 2019 (CR090519)

This Course focuses on key ergonomic issues relating to all businesses and is designed to increase and improve the participants' knowledge, skills and access to valuable resources. It will assist you in establishing an ergonomic management system based on OSHA guidelines applicable to all businesses. In addition to basic ergonomic concepts and definitions, participants will learn to recognize risk factors related to Musculoskeletal Disorder (MSDS's), how to conduct an ergonomic worksite analysis and how to evaluate hazards using a critical inventory to handle hazards by risk. Control methods and management techniques and resources will be discussed.

### ELECTRICAL SAFE WORK PRACTICES & NFPA 70E 2019

May 1, 2019 (CR050119)

Oct. 09, 2019 (CR100919)

This course addresses OSHA's Subpart S and the new 2017 NFPA 70E which focuses on PPE and ARC FLASH/BLAST. Participants will receive numerous hand-outs, however the NFPA 70E Standard Book is not included nor mandated for this class. The course is designated for supervisors, managers, and other safety leaders along with electrical personnel.

### EXCAVATION SAFETY STANDARDS FOR COMPETENT PERSON

March 8, 2019 (CR030819)

September 17, (CR091719)

November 1 (CR110119)

Designed for attendees who supervise or work with excavations and are expected to be utilized as "competent persons" during work in the excavations. Soil characterization, trenching and shoring systems and the OSHA regulations covering employees working in excavations and trenches will be covered. All aspects of OSHA CFR 1926.651 will be covered. Inspections, access, egress, and emergency warning systems will be covered.

### CONDUCTING SAFETY AUDITS & INSPECTIONS

April 08, 2019 (CR040819)

June 7, 2019 (CR060719)

Audits are an important "window" into the effectiveness of safety management systems. This training discloses key elements of effective auditing & inspection techniques, methods and regulatory compliance. All organizations in any industry gain competitive edge by avoidance of injury and business disruptions.

### JOB HAZARD ANALYSIS

Feb. 8, 2018 (CR020819)

March 12 2019 (CR031219)

Nov. 12, 2019 (CR111219)

This one-day course is one of the most powerful analytical methods for uncovering safety hazards. This procedure is used to review tasks or jobs and to uncover the hazards associated with them. It is further used to spell out ways to control the hazards uncovered. The student will learn how to develop and manage this program within his/her workplace and find solutions.

## OUTREACH TRAINING FOR OSHA REQUIRED (continued)

### OSHA FALL PROTECTION & SCAFFOLD SAFETY

March 15, 2019 (CR031519)

July 19, 2019 (CR071919)

Many employees in general industry and construction work on scaffolds, climb up and down ladders, walk on narrow stairs, work in areas where there may be holes in the floor or which have unprotected sides and edges. These workers often need fall protection, and training on how to use them. Careless or improper use of equipment can result in serious injury or death. Employers and employees should know how to use personal fall arrest systems. This course will discuss employee training in the selection of personal fall protection equipment and includes where and when to use specific equipment, and selection criteria; How to determine free fall distance and total fall distance. Consideration of environmental factors, types of scaffolds, proper erection and inspection of scaffold will also be covered.

### INJURY AND ILLNESS PREVENTION PLANS (I2P2)

Injury and Illness Prevention Programs known as I2P2, are universal interventions that can substantially reduce the number and severity of workplace injuries and alleviate the associated financial burdens. This course will explore all of the various ways that any organization, company or business can begin the journey to safety and health excellence. Job hazard identification, analysis and control will be explored in depth.

### SAFETY & HEALTH MANAGEMENT PROGRAM DEVELOPMENT

- On-Site Only and special requests

The Occupational Safety & Health Administration (OSHA) issued voluntary safety and health program management guidelines to encourage employers to do more to protect their employees. This course will explore all of the elements of a comprehensive safety and health management program and help attendees develop a program outline or strengthen existing safety programs.



### NEW JERSEY STATE SAFETY COUNCIL SPONSORED GENERAL SAFETY COURSES HALF DAY SESSIONS

### BLOODBORNE PATHOGENS

- On-Site Only and special requests

This class will explore ways to reduce or eliminate the hazards of occupational exposure to bloodborne pathogens. Employers must implement exposure control plans for the worksite with details on employee protection measures. Bloodborne pathogens are infectious microorganisms in human blood that can cause disease in humans. These pathogens include, but are not limited to; hepatitis B (HBV), hepatitis C (HCV) and human immunodeficiency virus (HIV).

### CONTROL OF HAZARDOUS & TOXIC SUBSTANCES

- On-Site Only and special requests

Many workers are unaware of chemicals that create potential hazards in their work environment, making them more vulnerable to exposure and injury. This class will explore the ways to identify, and control some of the most dangerous materials that we find in our workplaces. This is a basic course and is a good supplement but NOT a substitute for Hazard Communication.



## HALF DAY SESSIONS (continued)

### HAZARD COMMUNICATION WITH GLOBALLY HARMONIZED STANDARD (GHS)

April 3, 2019 (CR040319)

October 3, 2019 (CR100319)

The Hazard Communication Standard (HCS) is now aligned with the globally harmonized system of classification and labeling of chemicals (GHS). This update to the Hazard Communication Standard (HCS) will provide a common and coherent approach to classifying chemicals and communicating hazard information on labels and safety data sheets. Students will learn the Hazard Communication Standard with the newly revised portions. All employees must be trained in the new standard by December 1, 2017.

### INTRODUCTION TO RADIATION REGULATION & STANDARDS

- On-Site Only and special requests

Ionizing radiation sources may be found in a wide range of occupational settings. These radiation sources can pose a considerable health risk to affected workers if not properly controlled. This course provides a starting point for technical and regulatory information regarding the recognition, evaluation, and control of occupational health hazards associated with ionizing radiation and non-ionizing radiation. Non-ionizing radiation includes the spectrum of ultraviolet (UV), visible light, infrared (IR), microwave (MW), radio frequency (RF), and extremely low frequency (ELF).

### INDOOR AIR QUALITY FOR BUILDING PROFESSIONALS

- On-Site Only and special requests

The quality of indoor air inside offices and in workplaces is important not only for workers' comfort, but also for their health. Poor indoor air quality (IAQ) has been tied to many health symptoms. Many factors affect IAQ. Attendees will be taught those factors including poor ventilation (lack of outside air), problems controlling temperature, high or low humidity, recent remodeling, and other activities in or near a building that can affect the fresh air coming into the building.

### COMBUSTIBLE DUST CONTROL

- On-Site Only and special requests

Any combustible material can burn rapidly when in a finely divided form. If such a dust is suspended in air in the right concentration, under certain conditions, it can become explosive. Even materials that do not burn in larger pieces (such as aluminum or iron), given the proper conditions, can be explosive in dust form. This course will teach ways to prevent and control these hazards.

### CONFINED SPACE (PERMIT REQUIRED)

- On-Site Only and special requests

This course will explore ways to identify, and control hazards in these spaces. Many workplaces contain spaces that are considered "confined" because their configurations hinder the activities of employees who must enter, work in, and exit them. A confined space has limited or restricted means for entry or exit, and it is not designed for continuous employee occupancy. OSHA uses the term "permit-required confined space" (permit space) to describe a confined space that has specific characteristics.

## HALF DAY SESSIONS (continued)

### SCAFFOLDING SAFETY BASICS

- On-Site Only and special requests

This course will bring awareness to the existing scaffold standards and performance-oriented criteria. Attendees will learn to protect employees from scaffold-related hazards such as falls, falling objects, structural instability, electrocution and overloading.

### MACHINE GUARDING (AMPUTATIONS)

- On-Site Only and special requests

Moving machine parts have the potential to cause severe workplace injuries, such as crushed fingers or hands, amputations, burns or blindness. Safeguards are essential for protecting workers from these preventable injuries. Students will learn how to identify, mitigate and control the hazards associated with working in the vicinity of moving machines. Emphasis will be placed on those hazards most likely to cause amputation.

### OCCUPATIONAL NOISE REDUCTION (HEARING PROTECTION)

- On-Site Only and special requests

Exposure to high levels of noise can cause permanent hearing loss. Neither surgery nor a hearing aid, can help correct this type of hearing loss. Short term exposure to loud noise can also cause a temporary change in hearing (your ears may feel stuffed up) or a ringing in your ears (tinnitus). The course explains the ways to identify, control and prevent occupational hearing loss and industrial noise control techniques.

### SMALL BUSINESS SAFETY PROGRAM

- On-Site Only and special requests

There are four basic elements to all good safety and health programs. This program is specifically designed for the small business owner will walk participants through all the elements necessary to begin a safety program. It will help the small business owner reduce costs and increase competitiveness and enhance compliance.

### WALKING WORKING SURFACES/LADDER SAFETY

- On-Site Only and special requests

Slips, trips and falls constitute the majority of general industry accidents. They cause 15% of all accidents. This course will cover the standards for walking/working surfaces that apply to all permanent places of employment. Ladder safety and aerial lifts will also be discussed.

### WORKPLACE VIOLENCE PREVENTION

- On-Site Only and special requests

Workplace violence is any act or threat of physical violence, harassment, intimidation, or other threatening disruptive behavior that occurs at the worksite. Attendees will look at their workplaces where risk factors can be identified, the risk of assault can be prevented or minimized and the appropriate precautions employers can take to minimize these risks.

# NEW JERSEY STATE SAFETY COUNCIL COURSE REGISTRATION FORM

*Copy this form for additional courses or for additional attendees and mail or fax to:*  
New Jersey State Safety Council • 6 Commerce Drive • Cranford, NJ 07016  
• TEL 908-272-7712 • FAX 908-276-6622

Course Name: \_\_\_\_\_ Course Date: \_\_\_\_\_

NJSSC Subscriber/Non Subscriber (circle one) Yes or No Please send information on becoming a Subscriber (circle one) Yes or No

Course Fee \$ \_\_\_\_\_ Course Number: \_\_\_\_\_

Registrant Name: \_\_\_\_\_ Title: \_\_\_\_\_

Company/Organization: \_\_\_\_\_

Address: \_\_\_\_\_ Email: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Day Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Cell: \_\_\_\_\_

Check/ PO/Voucher/Master Card/Visa/American Express/Discover

PO/ VOUCHER #: \_\_\_\_\_ COPY ATTACHED (circle one) Yes or No

Card Number: \_\_\_\_\_ Exp. Date: \_\_\_\_\_ CVV#: \_\_\_\_\_ (3-digit Number at back of card)

Name and address on Card: \_\_\_\_\_

Signature: \_\_\_\_\_

# NEW JERSEY STATE SAFETY COUNCIL ON-SITE REQUEST/REGISTRATION FORM

*Copy this form and mail or fax to:*  
New Jersey State Safety Council • 6 Commerce Drive • Cranford, NJ 07016 • TEL 908-272-7712 • FAX 908-276-6622

Date: \_\_\_\_\_ Name of Course: \_\_\_\_\_

NJSSC Subscriber/Non Subscriber (circle one) Yes or No Please send information on becoming a Subscriber (circle one) Yes or No

Contact Person & Title: \_\_\_\_\_

Name of Organization: \_\_\_\_\_

Street Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Cell: \_\_\_\_\_

Email: \_\_\_\_\_

Desired Date(s): \_\_\_\_\_ Desired Time: \_\_\_\_\_ Number of People to be Trained: \_\_\_\_\_

Site Location/Address: \_\_\_\_\_

Will Supply Equipment: Screen \_\_\_\_\_ Projector: \_\_\_\_\_ DVD/VCR \_\_\_\_\_ Monitor: \_\_\_\_\_



NEW JERSEY STATE SAFETY  
COUNCIL TRAINING INSTITUTE

6 Commerce Drive

Cranford, NJ 07016

Phone (908) 272-7712 • (800) 228-3834

Fax: (908) 276-6622

[www.njsafety.org](http://www.njsafety.org)

Non-Profit  
Organization  
U.S. Postage  
**PAID**  
Union, NJ  
Permit No. 822

*Occupational Safety, Health  
& Environmental Courses  
for January-December 2019*

***ON-SITE OCCUPATIONAL  
SAFETY & HEALTH TRAINING***

Can't come to us? Let us come to you! The New Jersey State Safety Council offers quality on-site safety training that can be conducted at your facility. The Safety Council can provide an on-site for any course listed in this brochure as well as:

- Confined Space Entry
- Incident Investigation
- Emergency Response Exercise Development
- Lockout/Tagout
- Rent a Safety Professional
- Contractor Safety & Health
- Outage/ Shutdown Safety & Health

As well as many more!

Courses can be tailored to the needs of your company. For information on these and other on-site programs, please call the Council at (908) 272-7712.

Call us or visit our website: [www.njsafety.org](http://www.njsafety.org) for information on interactive computerized and online training options!

***NAME ON THIS BROCHURE NOT YOU?***

***NO PROBLEM,  
HERE'S WHAT YOU CAN DO...***

Please help the New Jersey State Safety Council to update its records.

If the name addressed on this brochure is not you please correct it and **fax** your correction to the Safety Council attention "Mailing Correction" to (908) 276-6622.

That way we can make sure your record is **current and up-to-date**.