

TOTAL SAFETY PERFORMANCE COURSE CONTENTS

	<u>Page</u>
Acknowledgements	i
Forward	iii
About the Author	v
Special Thanks To Contributors	vi

SESSION ONE: INTRODUCTION TO SAFETY

Course Introduction and Methods	1.2
Instructor Introduction	1.2
Time and Class Meetings	1.2
Class Participation and Assignments	1.2
Group Work	1.3
Outside Assignments	1.3
Attendance	1.3
Successful Course Completion Leading to Project SuperVISION® Professional Credentialing	1.3
What You Are Accountable For	1.4
How to Use the Materials	1.5
Overall Course Pre-Test	1.5
Overall Course Objectives	1.6
Introduction To Project SuperVISION®	1.8
Project SuperVISION® Core Courses	1.9
Project SuperVISION® Professional Certification Process	1.10
Professional Certification	1.10
Four Different Levels	1.11
Step 1 - Application	1.12
Step 2 - Continuing Education/Other Relevant Experience	1.12
Step 3 - Verified Competency and Verifier's Ratings	1.12
The Professional Construction Supervisor	
Follow-Up Program and Forms	1.13
The Project SuperVISION® Academy	1.17
The Project SuperVISION® Program Vision and Mission	1.17
Key Content in this Session	1.18
Learning Objectives 1.19	
Introductions - Course Participants and Instructor(s)	1.20
My Personal Objectives For This Course	1.21
Exercise - My Personal Course Objectives	1.21
A Picture of Two Competitors	1.22
An Actual Account of a Serious Injury	1.23
An Actual Account of a Fatality	1.25
Safety-The Financial Dimension	1.27
Workers Compensation Insurance	1.27

SESSION ONE: INTRODUCTION TO SAFETY, continued	<u>Page</u>
Builders Risk Insurance	1.29
General Liability Insurance	
Future Project Bidding Eligibility	1.30
Future Bonding Capacity	1.31
Direct and Indirect Costs of an Accident	1.31
OSHA and MSHA Citations & Penalties	1.32
Civil Litigation against Construction Companies	1.33
Civil Litigation against Individuals	1.33
Construction Market Segments & Safety Statistics	1.36
A Thumbnail History of the Evolution of Safety in the US Construction Industry	1.42
Session One	
Three Ideas for Implementation	1.47
SESSION TWO: THE HUMAN SIDE OF SAFETY	
Introduction and Key Content	2.1
Learning Objectives	2.2
The Construction Industry-Misperceptions of Risk, Creatures of Habit	2.3
Case Study: Steve the Superintendent	2.5
The Human Effects of an Accident	2.7
Root Cause Analysis of a Construction Accident	2.8
Construction is a People Business	2.11
Individual Employee's Personal Obligation to Work Safety	2.16
Cultural Obstacles to Safety Improvement-Class Exercise	2.19
Achieving Lasting Behavioral Change	2.20
Session Two	
Three Ideas for Implementation	2.22
SESSION THREE: A CONSTRUCTION COMPANY SAFETY PROGRAM THAT WORKS	
Introduction and Key Content	3.1
Learning Objectives	3.2
One Size Does <u>NOT</u> Fit All	3.3
Safety as a Profit Center	3.6
Safety as a VALUE, Rather than a Commitment	3.10
Palmetto Star Voluntary Program	3.13
Basic Foundational Element of a Working Construction Safety Program	3.15
Management Commitment to Safety and Employee Involvement	3.15
Working with Other Contractors, Suppliers, etc. On-Site	3.18
Workplace Inspections – Survey & Hazard Analysis	3.19
Workplace Analysis – Control and Reporting of Hazards, Near Miss Incidents & Accidents	3.20

**SESSION THREE: A CONSTRUCTION COMPANY SAFETY
PROGRAM THAT WORKS, cont.**

Page

Safety & Health Training	3.22
Disciplinary Programs	3.24
Summary	3.25
Session Three	
Three Ideas for Implementation	3.26

SESSION FOUR: STRATEGIES FOR SUCCESS IN SAFETY

Introduction and Key Content	4.1
Learning Objectives	4.2
Employee “Needs” and Company “Needs”	4.3
Setting the Example for Safety	4.5
The Company-wide Safety Program	4.7
Organizational Safety Tools	4.9
Planning for Safety in the Bid	4.9
Constructing a Project Specific Safety Plan	4.9
Sharing Responsibility/Accountability for Safety Down	
The Organization	4.15
Safety and Health Management Program	4.15
Contractor/Subcontractor/Supplier Orientation	4.18
Combined Production and Safety Planning	4.19
Tool Box Safety Talks	4.19
Daily Comprehensive Site Safety Reporting	4.20
Spot Training in the Field	4.22
Responding to Unacceptable Site Conditions	
And Dangerous Work	4.23
Drug Testing	4.25
Other Laws and Regulations	4.25
Accident Reporting Systems and Process	4.25
Incident/Near Miss/Near Hit-Reporting	
Systems and Process	4.26
Summary	4.27
Session Four	
Three Ideas for Implementation	4.28

SESSION FIVE: OSHA REGULATIONS – AN OVERVIEW

Introduction and Key Content	5.1
Learning Objectives	5.2
What is OSHA?	5.3
Compliance –Safety	5.6
Compliance-Health	5.6
Consultative	5.6
Education and Training	5.6
Legal/Discrimination Services	5.7

SESSION FIVE: OSHA REGULATIONS – AN OVERVIEW, cont.	<u>Page</u>
Which Safety Regulations Apply?	5.7
The General Duty Clause	5.8
Incorporation by Reference	5.8
Organization of the OSHA Standards	5.9
Horizontal – vs. – Vertical Standards	5.10
Specific – vs. – General Language	5.11
Other Sources of Regulatory Understanding	5.12
Preamble	5.12
Compliance Directive	5.12
Interpretation Letters	5.13
Information Posting Requirements	5.13
The Rule and elements of the “Competent Person”	5.14
Types of OSHA Citations	5.15
De Minimis	
Non-Serious	
Serious	
Willful Violations	
Repeat Violations	
Failure to Abate	5.16
Criminal Willful	5.16
Why Do OSHA Compliance Officers Arrive On-Site?	5.17
1. The Focus-Four Emphasis Areas	5.17
Falls	
Struck-by	
Caught In-between	5.18
Electrical	5.18
2. Random/General Schedule/Programmed Inspections	5.18
3. Employee Complaint	5.20
4. Other Complaint	5.20
5. Radio, Television or other Media	5.20
6. Workplace Fatality or Hospitalization	5.21
7. Multi-Employer Worksite	5.21
When OSHA Arrives On-Site	5.24
Payment of Penalties from OSHA Fines	5.26
Reportability, Recordability, Citability, Compensability, And, Civil Liability	5.27
“Reportable” Event	5.27
“Recordable” Event	5.28
“Citable” Event	5.28
“Compensable” Event	5.28
“Civil Liability” Event	5.28
Most Frequently Cited Serious Violations in Construction	5.29
12 Most Frequently Cited Serious Violations in Construction- Annual Average over 5 years	5.29
Staying Up-to-date on OSHA Regulations, Hot-topics and What is Coming Next	5.30
Session Five	
Three Ideas for Implementation	5.32

SESSION SIX: HAZARD RECOGNITION AND SAFE WORK PRACTICES, PART I – SUBPARTS B-H

	<u>Page</u>
Introduction and Key Content	6.1
Learning Objectives	6.2
The Structure of Subpart B-General Interpretations	6.3
The Structure of Subpart C-General Safety and Health Provisions	6.4
The Structure of Subpart D-Occupational Health and Environmental Controls	6.9
The Structure of Subpart E-Personal Protective and Life Saving Equipment	6.14
The Structure of Subpart F-Fire Protection and Prevention	6.17
The Structure of Subpart G-Signs, Signals, and Barricades	6.22
The Structure of Subpart H-Materials Handling, Storage Use and Disposal	6.24
Materials Handling – Examples of Hazards	6.25
Material Handling Safety Tips	6.25
Safe Lifting – Good Work Practices	6.25
Training Employees to Lift Safely	6.26
Wire Rope Slings → Remove From Service	6.31
Slings/Chokers – Typical Lifting Configurations	6.32
Session Six	
Three Ideas for Implementation	6.36

SESSION SEVEN: HAZARD RECOGNITION AND SAFE WORK PRACTICES, PART 2 – SUBPARTS I-L

Introduction and Key Content	7.1
Learning Objectives	7.2
The Structure of Subpart I – Tools-Hand and Power	7.3
The Structure of Subpart J – Welding and Cutting	7.9
The Structure of Subpart K – Electrical	7.17
The Structure of Subpart L – Scaffolds	7.28
Session Seven	
Three Ideas for Implementation	7.52

SESSION EIGHT: HAZARD RECOGNITION AND SAFE WORK PRACTICES, PART 3 – SUBPARTS M-Z

Introduction and Key Content	8.1
Learning Objectives	8.2
The Structure of Subpart M – Fall Protection	8.3
Subpart M – Appendices	8.20
The Structure of Subpart N – Cranes, Derricks, Hoists, Elevators and Conveyors	8.21

SESSION EIGHT, SUBPARTS M-Z, continued:

The Structure of Subpart O – Motor Vehicles, Mechanized Equipment And Marine Operations	8.26
The Structure of Subpart P – Excavation	8.30
The Structure of Subpart Q – Concrete and Masonry Construction	8.41
The Structure of Subpart R – Steel Erection	8.47
The Structure of Subpart S – Underground Construction, Caissons, Cofferdams, and Compressed Air	8.58
The Structure of Subpart T – Demolition	8.58
The Structure of Subpart U - Blasting and Use of Explosives	8.60
The Structure of Subpart V - Power Transmission and Distribution	8.61
The Structure of Subpart W – Rollover Protective Structures; Overhead Structures	8.61
The Structure of Subpart X – Stairways and Ladders	8.62
The Structure of Subpart Y – Diving	8.70
The Structure of Subpart Z – Toxic and Hazardous Substances	8.71
Session Eight	
Three Ideas for Implementation	8.73

SESSION NINE: WHEN AN ACCIDENT OCCURS

Introduction and Key Content	9.1
Learning Objectives	9.2
Accident Case Study #1: Sitework contractor	9.3
Accident Case Study #2: Industrial Renovation contractor	9.4
The Major Phases of Accident Investigation	9.5
Control the Scene	9.6
Gather Information	9.11
Analyze Information	9.16
Formalize Conclusions and Lessons Learned	9.19
Implement Corrective/Preventive Actions	9.20
How Good is your Emergency Action Plan?	9.24
Email – A Potential “Smoking Gun”	9.24
Safety Team Authority	9.25
Summary	9.25
Session Nine	
Three Ideas for Implementation	9.26

SESSION TEN: THE FUTURE OF SAFETY IN CONSTRUCTION AND COURSE REVIEW

Introduction and Key Content	10.1
Learning Objectives	10.2
Evolution of Contractor Safety Programs	10.3
Stage 1: Absence	10.3
Stage 2: Awareness	10.4
Stage 3: Interested	10.5
Stage 4: Committed	10.6
Stage 5: Empowered	10.7

SESSION TEN: THE FUTURE OF SAFETY, continued:

Selling Management on Safety Improvements	10.8
Ever Advancing Safety Tools and Technologies	10.11
Safety in a World Market	10.12
An Injury-free Construction Industry	10.13
Safety Legislation and Regulation	10.15
Comprehension Check	10.15
Session Ten	
Three Ideas for Implementation	10.16
Summary Review of Safety Course Material	10.17
Review of Course Completion and	
Project SuperVISION® Certification Process	10.22
Glossary	Glossary - 1
Index	Index - 1
Recommended Reading Short List	