

Ensure Your Company's Safety and Health Compliance

North Carolina State University Industrial Extension Service
The University of Tennessee Center for Industrial Services



2009 Course Catalog

Attendance is limited.

REGISTER TODAY!

- On-line at www.ies.ncsu.edu/otieducationcenter
 - Call the Office of Professional Development at: **919.515.2261**
 - Fax your registration form to: **919.515.7614**
 - Complete and mail the enclosed registration form
- For more information e-mail us at ContinuingEducation@ncsu.edu



Register On-line Today! www.ies.ncsu.edu/otieducationcenter

Welcome to the Southeastern OSHA Training Institute Education Center. North Carolina State University and the University of Tennessee have partnered to provide training throughout the eight states in Region IV. Our mission is to promote employee safety and health through training in recognition, avoidance and prevention of unsafe and unhealthful working. Look for a variety of topics including general industry, construction, ergonomics and disaster site preparedness. We look forward to working with you.

Essential OSHA Training Institute Seminars

1. OTI 510 Occupational Safety & Health Standards for the Construction Industry.....	3
2. OTI 2250 Principles of Ergonomics Applied to Musculoskeletal and Nerve Disorders	4
3. OTI 500 Trainer Course in OSHA Standards for Construction.....	5
4. OTI 511 Occupational Safety and Health Standards for General Industry and Manager of Environmental, Safety and Health (MESH) II	6
5. OTI 7300 Understanding the OSHA Permit-Required Confined Space Standard	6
6. OTI 7405 Fall Hazard Awareness for the Construction Industry.....	7
7. OTI 501 Trainer Workshop in Occupational Safety & Health Standards for General Industry.....	8
8. OTI 7510 Introduction to OSHA for Small Business	8
9. OTI 7845 OSHA Recordkeeping Seminar.....	9
10. OTI 7500 Introduction to Safety and Health Management.....	9
11. OTI 502 Update for Construction Industry Outreach Trainers	10
12. OTI 503 Update for General Industry Outreach Trainers.....	10

Meet the NC State University OTI Team

Wendy Laing, CSP develops and presents safety and environmental continuing education courses, and serves as the Program Manager of the Southeastern OSHA Training Institute Education Center.

Ms. Laing has worked in the safety, health, and environmental profession for 18 years in various capacities, including safety and health manager for a biotechnical manufacturing company. Her experiences included managing the safety and health program and ensuring OSHA compliance and employee participation. She also has experience in achieving ISO 14001 certification and is an authorized OSHA trainer for General Industry.

Ms. Laing has a B.S. in industrial engineering from NC State University. She served as president of the North Carolina chapter of the American Society of Safety Engineers for the 2003-2004 chapter year and served five years on the board of the Central Carolina Occupational Safety and Health School.

Paul P. McCain, PE is the Construction Program Chair for the Southeastern OTI Education Center and President of McCain Special Project Services, Inc. He offers a wide range of continuing education and consulting services to private industry on a variety of programs related to engineering, safety, construction management and law, topics which he taught as a full-time university faculty member for more than a decade. Mr. McCain continues as adjunct faculty with NCSU in the Department of Civil, Construction and Environmental Engineering.

Tim McGlothlin, MS, CPE, is the Executive Director of the Ergonomics Center of North Carolina at North Carolina State University. With more than 20 years experience in ergonomics and human factors, Tim develops, coordinates, and manages the consultation, research, administrative, and marketing functions of the Center. Tim Provide ergonomics consultation to clients in a broad range of business and industry environments, and performs ergonomics field studies and assessments of workplaces and jobs utilizing a variety of analytical techniques and methodologies.

Michael “Mac” McNulty is an EHS extension specialist with the IES at NC State University. Mr. McNulty conducts classroom lectures, hands-on exercises, and table top scenarios in the workshops he leads. He is proficient in the administration of OSHA and EPA compliance facility audits, implementation of occupational health and safety air sampling and noise surveys, and development of, review/revision, and instruction in EHS programs.

Mr. McNulty has 25 years’ experience in the fields of chemistry, environmental remediation, and safety and health; with degrees in chemical technology and hazardous materials management. While in Ohio, he was field operations manager/safety officer with Haag Environmental Company, manager of EH&S Consulting Services with the University of Findlay’s School of Environmental and Emergency Management. He also served on the Ohio Hospital Association’s Ohio Hospital Environmental Leadership Council.

Anna Mangum is a recent addition to the IES EHS team and a recent graduate of the Environmental Technology program at NCSU. Anna brings OSHA and HAZWOPER knowledge to IES and assists clients with the implementation of environmental management systems. She serves as the coordinator of the MESH (Manager of Environmental Safety and Health) Certificate Program at IES, and participates in the instruction of safety and environmental continuing education courses. Authorized OSHA trainers will contact Anna to obtain 10-hour and 30-hour student cards.

Brian Sherman, MS, CPE, is the Director of Ergonomic Services of the Ergonomics Center of North Carolina at North Carolina State University. Brian brings more than 16 years to the Center, analyzing ergonomic risks and hazards across a variety of work environments and facilitating the development of comprehensive solutions for

confirmed significant ergonomics issues. Brian leads various levels of ergonomics training including concise employee awareness training, 1 and 2-day ergonomic team training, and 5-day courses on performing industry best-practice ergonomics evaluations.

Holli Singleton, CHSP is a recent addition to the IES EHS team and has served as an occupational safety and health professional in the healthcare industry for 13 years. She has had held the corporate safety and environmental responsibilities for 5 hospitals and 19 satellite facilities for assuring a safe work environment. She leads several safety and environmental continuing education courses and provides on-site technical assistance for employers in North Carolina.

To contact members of the NCSU OTI team, go to <http://www.ies.ncsu.edu/otieducationcenter/>

Meet the University of Tennessee OTI Team

Walter Idol is a nationally registered paramedic with more than 30 years experience in emergency operations, fire, EMS, hazmat, and technical rescue and more than 20 years working in an academic medical center environment. He is also a rescue team manager with Tennessee Task Force 3 Urban Search and Rescue. Walter has a Masters Degree in Technical and Adult Education and is an OSHA disaster site worker trainer, general industry and construction outreach trainer as well as an award-winning chili cook.

Bryan Lane is a graduate of Purdue University, Bryan Lane has nearly 25 years of industrial and consulting experience. His varied background includes Safety, Quality Assurance, Inventory Control and Sales. As

a consultant for the University of Tennessee Center for Industrial Services, Mr. Lane helped establish their very successful Occupational Safety and Health program. He develops and delivers training on a number of subjects including safety, OHSAS 18001, supervisory skills, and Lean Office. He has written video scripts for the Tennessee OSHA safety video series and currently provides on-site safety assistance in the form of training, consulting, safety audits and development of OSHA-compliant safety programs.

To contact members of the University of TN OTI team, go to <http://www.cis.tennessee.edu/safe/oti/index.shtml>

OTI 510 Occupational Safety & Health Standards for the Construction Industry

January 20-23, 2009 or October 5-8, 2009

NC State University, Research IV, Centennial Campus, Raleigh, NC

September 22-25, 2009

The University of Tennessee, Knoxville, TN
8:30 a.m. - 5:00 p.m.

Why You Should Attend

This workshop is the prerequisite to OTI 500 and will cover OSHA policies, procedures and standards for the construction industry as well as safety and health principles. Each section of the OSHA construction standards will be covered. Special

emphasis will be placed on those areas that are more hazardous, using OSHA standards as a guide. The workshop includes OSHA's 29 CFR 1926 Construction Safety Standard.

Topics Covered Include:

- Safety programs
- Recordkeeping and hazard communication
- Health hazards in construction
- Personal protective equipment
- Fire protection and prevention
- Materials handling
- Tools – hand and power
- Welding
- Scaffolding and fall protection
- Cranes and rigging

- Motor vehicles
- Excavation Insert Bullet: Concrete construction and steel erection Insert Bullet: Underground construction
- Demolition and blasting
- Stairways and ladders

Attend and You Will:

- Select the appropriate OSHA standards that apply to a hazard
- Identify elements of a successful construction safety program
- Identify the more frequently cited OSHA standards
- Implement an effective record-keeping procedure

Who Should Attend

This course is ideal for persons in the private sector interested in developing safety and health programs in the construction industry.

Attend and You Will Receive

- 30 Professional Development Hours (PDHs)
- A manual that you can use as a reference on the job
- A Certificate of Attendance

Your Instructor

Paul McCain

please see biography on page 2

Course Fee

\$695 for single registrations

\$625 per person for each additional registration from your organization

OTI 2250 Principles of Ergonomics Applied to Musculoskeletal and Nerve Disorders

February 17-20, 2009

The Ergonomics Center of North Carolina,
Raleigh, NC

8:30 a.m. - 4:30 p.m.
(February 17-19, 2009)

8:30 a.m. - 12:00 p.m.
(February 20, 2009)

Why You Should Attend

This course covers the use of ergonomic principles to recognize, evaluate, and control work place conditions that cause or contribute to musculoskeletal and nerve disorders. Topics include

work physiology, anthropometry, musculoskeletal disorders, use of computers, and risk factors such as vibration, temperature, material handling, repetition, and lifting and transfers in health care. This course emphasizes industrial case studies covering analysis and design of work stations and equipment, laboratory sessions in manual lifting, and coverage of current OSHA compliance policies.

Topics Covered Include:

- Physiology and Anthropometry
- Cumulative trauma disorders
- Manual lifting and back injury control
- Job hazard analysis and medical surveillance
- Administrative and engineering controls
- NIOSH work practices guide to manual lifting
- Heat stress

Attend and You Will:

- Identify work-related musculoskeletal and nerve disorders
- Describe risk factors associated with work-related musculoskeletal and nerve disorders
- Discuss ergonomic control measures applied to work-related musculoskeletal and nerve disorders
- Analyze manual lifting tasks and estimate reasonable limits
- Describe the components of a successful ergonomics program
- Discuss OSHA's current enforcement policies

Who Should Attend

- Environmental, safety and health managers and employees expanding their knowledge of ergonomics
- Plant and facility engineers, maintenance staff or ergonomics team members responsible for workstation design

Attend and You Will Receive

- 24 Professional Development Hours
- Course Manual
- Certificate of Attendance

Your Instructor

Tim McGlothlin and Brian Sherman

please see biographies on pages 2 and 3

Course Fee

\$695 for single registrations

\$625 per person for each additional registration from your organization

OTI 500 Trainer Course in OSHA Standards for Construction

January 27-30, 2009 or November 17-20, 2009

The University of Tennessee, Knoxville, TN

February 23-26, 2009 or November 9-12, 2009

NC State University, Research IV, Centennial
Campus, Raleigh, NC

April 21-24, 2009 or December 1-4, 2009

The University of Tennessee, Nashville, TN

8:30 a.m. - 5:00 p.m.

Why You Should Attend

An ideal course for personnel in the private sector interested in teaching the 10 and 30-hour construction safety and health outreach program to their employees and other interested groups. Special emphasis is placed on the topics required in the 10 and 30-hour programs, as well as on those that are the most hazardous, using OSHA standards as a guide. You will be briefed on effective instructional approaches and the effective use of visual aids and handouts. This course allows you to become a trainer in the outreach program, to conduct both a 10 and 30-hour construction safety and health course and to issue cards to participants verifying course completion.

Prerequisites: Course OTI 510, and five years of construction safety experience. You must successfully pass a written exam at the end of the course. Course includes OSHA's 29 CFR 1926 Construction Safety Standard.

Topics Covered Include:

- Introduction to OSHA standards
- Safety programs
- OSHA inspections, targeting and penalties
- Training techniques
- Hazard communication
- Health hazards in construction and personal protective equipment
- Walking and working surfaces
- Scaffolding
- Trenching
- Electrical

- Cranes and rigging
- Ladders and stairways
- Tools
- Welding
- Confined space entry
- Concrete construction
- Steel erection
- Record-keeping

Attend and You Will

- Define safe construction terms found in the OSHA standards
- Present effective safety and health training programs in accordance with OSHA's construction standards, regulations and guidelines
- Identify hazards that occur in the construction industry and determine appropriate standards
- Practice effective training techniques

Who Should Attend

This course is ideal for persons in the private sector interested in developing safety and health programs in the construction industry.

Outreach trainers are required to attend Course OTI 502 at least once every four years to maintain trainer status.

Attend and You Will Receive

- 30 Professional Development Hours (PDHs)
- 29 CFR 1926 OSHA Construction Industry Standards
- Certificate of Attendance
- OSHA Construction Industry Outreach Trainer card

Your Instructor

Paul P. McCain

please see biography on page 2

Course Fee

\$695 for single registrations

\$625 per person for each additional registration from your organization

OTI 511 Occupational Safety and Health Standards for General Industry and Manager of Environmental, Safety and Health (MESH) II

February 17-20, 2009

The University of Tennessee, Nashville, TN

March 17-20, 2009

University of Tennessee, Bartlett, TN

April 27-30, 2009 or September 14-17, 2009

NC State University, Research IV, Centennial Campus, Raleigh, NC

August 18-21, 2009

The University of Tennessee, Knoxville, TN

8:30 a.m. - 5:00 p.m.

Why You Should Attend

Designed for private sector personnel this course covers OSHA policies, procedures, and standards, as well as general industry safety and health principles. Topics include scope and application of the OSHA general industry standards. Special emphasis is placed on those areas that are the most hazardous, using OSHA standards as a guide. OSHA's 29 CFR 1910 General Industry Safety Standard will be provided.

Topics Covered include:

- Introduction to OSHA
- How to read OSHA regulations
- Hazard communication
- Confined space
- Means of egress
- Fire protection
- Walking and working surfaces
- Electrical and lockout/tagout
- General environmental controls
- Powered Industrial Trucks
- Materials handling and storage
- Recordkeeping
- Welding, cutting, and brazing
- Inspections and penalties

Attend and You Will:

Be exposed to and have gained a grasp of essential skills and knowledge of OSHA General Industry standards.

Who Should Attend

Recommended for environmental, safety and health managers and employees, plant and facility engineers, maintenance staff, individuals new to the field, experienced environmental safety and health managers looking to expand their knowledge. Engineers, maintenance staff, facility managers, and others with environmental and safety responsibilities will gain valuable knowledge.

Attend and You Will Receive

- 30 Professional Development Hours (PDHs)
- 29 CFR 1910 OSHA General Industry Standards
- Certificate of Attendance

Your Instructors

Wendy Laing, Michael "Mac" McNulty, Anna Mangum and Holli Singleton

(Raleigh classes) please see biographies on pages 2 and 3

Bryan Lane and Walter Idol,

The University of Tennessee (Tennessee classes) please see biographies on page 3

Course Fee

\$725 for single registrations

\$650 per person for each additional registration from your organization

OTI 501 Trainer Workshop in Occupational Safety & Health Standards for General Industry

January 27-30, 2009 or November 17-20, 2009

The University of Tennessee, Knoxville, TN

April 21-24, 2009 or December 1-4, 2009

The University of Tennessee, Nashville, TN

May 18-21, 2009 or November 2-5, 2009

NC State University, Research IV, Centennial Campus, Raleigh, NC

8:30 a.m. - 5:00 p.m.

Why You Should Attend

By attending you will take away detailed information on how the provisions of the Occupational Safety and Health (OSH) Act may be implemented in the workplace.* Rights and responsibilities under the OSH Act, the appeals process, recordkeeping and voluntary protection programs are covered. The workshop also includes an introduction to OSHA's general industry standards and an overview of the requirements of the more frequently referenced standards.

Students will receive a copy of OSHA's 29 CFR 1910 General Industry Standard.

Attend and You Will Learn

- Introduction to OSHA standards and hazard violation workshop
- Overview of the OSH Act and 29 CFR 1903
- Citations and proposed penalties
- Means of egress and fire protection
- Personal protective equipment
- Material handling
- Electrical safety standards and work practices
- Hazard communication
- Introduction to industrial hygiene
- Machine guarding
- Lockout/tagout
- OSHA recordkeeping
- Ergonomics
- Walking/working surfaces

If you successfully complete the workshop and pass a multiple choice test, you will become an outreach trainer, authorized to conduct both 10- and 30-hour general industry workshops.

Attend and You Will:

- Locate OSHA safety and health standards, policies and procedures
- Describe the use of OSHA standards and regulations to supplement an on-going safety and health program
- Identify common violations of OSHA standards such as lockout/tagout, walking and working surfaces, hazardous materials and welding
- Describe how to conduct internal training on OSHA regulations and recordkeeping

Who Should Attend

- Private sector personnel
- Students must attend the OTI 511 OSHA Standards for General Industry and have 5 years safety and health experience to attend this class

Attend and You Will Receive

- 30 Professional Development Hours (PDHs)
- 29 CFR 1910 OSHA General Industry Standards
- Certificate of Attendance
- OSHA General Industry Outreach Trainer card

Your Instructors

Wendy Laing and Paul McCain (Raleigh classes)
please see biographies on page 2

Bryan Lane and Walter Idol,
The University of Tennessee (Tennessee classes)
please see biographies on page 3

Course Fee

\$695 for single registrations
\$650 per person for each additional registration
from your organization

OTI 502 Update for Construction Industry Outreach Trainers

May 26-28, 2009

The University of Tennessee, Knoxville, TN

October 19-21, 2009

NC State University, Research IV, Centennial
Campus, Raleigh, NC

8:30 a.m. - 4:30 p.m.

Why You Should Attend

Designed for personnel in the private sector who have completed the OTI 500 Trainer Course in Occupational Safety and Health Standards for the construction industry and who are active trainers in the outreach program. You'll receive an update on topics such as OSHA construction standards, policies and regulations. Construction industry outreach trainers are required to attend this course once every four years to maintain trainer status.

Prerequisite: OTI 500

You must bring your current trainer's card for validation.

If your card has expired you must take OTI 500.

Topics Covered Include:

- Construction safety practices
- New construction standards
- OSHA construction requirements

Attend and You Will:

- Recommend current OSHA construction requirements and policies
- Describe new or revised construction standards
- Identify training material resources
- Apply techniques and resources used by other construction outreach trainers
- Renew your status as an outreach OSHA trainer for the construction industry

Who Should Attend

This course is designed for private sector personnel who have completed OTI 500 and are in need of a four-year update.

Attend and You Will Receive

- 21 Professional Development Hours (PDHs)
- 29 CFR 1926 OSHA Construction Industry Standards
- Certificate of Attendance
- Updated OSHA Construction Industry Outreach Trainer card

Your Instructor

Paul P. McCain

please see biography on page 2

Course Fee

\$525 for single registrations

\$475 per person for each additional registration from your organization

OTI 7300 Understanding the OSHA Permit-Required Confined Space Standard

March 19, 2009

NC State University, Research IV, Centennial Campus, Raleigh, NC

8:30 a.m. - 3:30 p.m.

Why You Should Attend

In this one-day seminar you'll learn the requirements of OSHA's permit-required confined space standard, 29 CFR 1910.146. It is ideal for small employers or a designated representative (line supervisor or manager) with the responsibility to develop a permit space program. It covers OSHA's requirements but does not feature hands-on sections (instrumentation and control methods and testing) which are included in Course OTI 2264.

Topics Covered Include:

- Scope and definitions of 29 CFR 1910.146
- General requirements of a permit-required confined space program
- Permit space program
- Training requirements
- Employee roles and rescue responsibility

Who Should Attend

Small employers, managers and/or safety professionals designated with the responsibility of implementing a permit space program will benefit from this seminar. This seminar is a one-day overview of the OSHA permit-required confined space standard and is not intended to be a hands-on training session.

Attend and You Will

- Identify requirements specified in 29 CFR 1910.146 for permit-required confined spaces
- Identify training requirements for entrants, attendants and supervisors
- Review elements of a written confined space entry program

Attend and You Will Receive

- Course Manual

Your Instructors

Paul P. McCain

please see biography on page 2

Course Fee

\$195 for single registrations

\$175 per person for each additional registration from your organization

OTI 7405 Fall Hazard Awareness for the Construction Industry

March 20, 2009

NC State University, Research IV, Centennial Campus, Raleigh, NC

9:00 a.m. - 3:00 p.m.

Why You Should Attend

The focus of this five-hour seminar is to identify, evaluate, and prevent or control fall hazards of construction workers falling to lower levels.

Topics Covered Include:

Identifying, analyzing and preventing fall hazards as well as OSHA resources addressing fall hazards.

Who Should Attend

Small employers, managers and/or safety professionals designated with the responsibility of implementing a permit space program will benefit from this seminar. This seminar is a one-day overview of the OSHA permit-required confined space standard and is not intended to be a hands-on training session.

Attend and You Will

- Identify factors that contribute to common fall hazards
- Explain how to analyze work areas for fall hazard
- Discuss hierarchy of controls for fall hazards
- Describe OSHA regulations and resources addressing fall protection

Attend and You Will Receive

- Course Manual

Your Instructors

Paul P. McCain

please see biography on page 2

Course Fee

\$145 for single registrations

\$125 per person for each additional registration from your organization

OTI 7510 Introduction to OSHA for Small Business

July 8, 2009

Nussbaum Center, Greensboro, NC

8:30 a.m. - 12:00 p.m.

Why You Should Attend

By attending this seminar you will be introduced to the Occupational Safety and Health Administration (OSHA). Owners and managers of small businesses will gain an understanding of OSHA operations and procedures and learn how they can work with OSHA to prevent or reduce injuries and illnesses in their workplaces.

Topics Covered Include:

- Background of OSHA and OSHA standards
- The OSHA inspection process
- Elements of implementing a safety and health program
- Assistance available to small business

Who Should Attend

Small business owners or leaders supervisors or safety committee members responsible for safety.

Attend and You Will

- Gain an overview of OSHA operations and procedures
- Understand the major elements of a safety and health program
- Learn about resources available for small businesses.

Attend and You Will Receive

- 3.5 Professional Development Hours (PDHs)
- Course Manual

Your Instructors

Holli Singleton

please see biography on page 3

Course Fee

\$145 for single registrations

\$130 per person for each additional registration from your organization

OTI 7845 OSHA Recordkeeping Seminar

July 8, 2009

Nussbaum Center, Greensboro, NC

1:00 p.m. - 4:30 p.m.

Why You Should Attend

This seminar is ideal to assist employers in identifying fulfill their responsibilities for posting certain recordkeeping records, maintaining records of illnesses and injuries and reporting specific cases to OSHA.

Who Should Attend

- Small business owners and leaders
- Personnel responsible for safety and OSHA recordkeeping
- Human Resources professionals responsible for OSHA recordkeeping

Attend and You Will

Identify OSHA requirements and complete OSHA's Injury and Illness Recordkeeping forms 300, 300A and 301.

Attend and You Will Receive

- 3.5 Professional Development Hours (PDHs)
- Course Manual

Your Instructors

Holli Singleton

please see biography on page 3

Course Fee

\$145 for single registrations

\$130 per person for each additional registration from your organization

OTI 7500 Introduction to Safety and Health Management

July 9, 2009

Nussbaum Center, Greensboro, NC

December 11, 2009

NC State University, Research IV, Centennial Campus, Raleigh, NC

8:30 a.m. - 3:00 p.m.

Why You Should Attend

In this one-day workshop you will learn about the benefits and effective implementation strategies of a safety and health management system in the workplace. By using interactive assignments and thought-provoking group projects, you will walk away with a strong understanding of the benefits of implementing a safety and health management system in the workplace.

Who Should Attend

- Small business owners and leaders.
- Personnel responsible for safety and OSHA recordkeeping.
- Safety representatives or safety committee members.

Attend and You Will

- Identify the four critical elements of a safety and health management system
- Engage in group activities to compliment the lessons presented during the course
- Identify the benefits of a safety and health management system

Attend and You Will Receive

- 6 Professional Development Hours (PDHs)
- Course Manual

Your Instructors

Wendy Laing, Anna Mangum, Holli Singleton

please see biographies on pages 2 and 3

Course Fee

\$195 for single registrations

\$175 per person for each additional registration from your organization

OTI 503 Update for General Industry Outreach Trainers

August 25 - 27, 2009

NC State University, Research IV, Centennial Campus, Raleigh, NC

8:30 a.m. - 4:30 p.m.

Why You Should Attend

This update is designed for private sector personnel who have completed the OTI 501 General Industry Outreach Trainer Workshop. This workshop is required every four years to maintain status as a General Industry Outreach Trainer. It is designed to focus on recent changes in OSHA standards with regard to the most common hazards and violations. The workshop includes OSHA 29 CFR 1910 General Industry Standard. Students must bring their current trainer's card for validation. If your card has expired you must take OTI 501 before taking OTI 503.

Attend and You Will

- Locate and apply recently adopted or revised OSHA safety and health standards, policies, and procedures
- Use recent changes in OSHA standards and regulations to supplement an ongoing safety and health program
- Identify common violations of OSHA standards and propose abatement actions
- Describe recent developments in abatement procedures for selected safety hazards
- Conduct internal training on OSHA regulations.

Who Should Attend

This course is recommended for private sector personnel who have completed OTI 501 and are in need of a four-year update.

Attend and You Will Receive

- 21 Professional Development Hours (PDHs)
- 29 CFR 1910 OSHA General Industry Standards
- Certificate of Attendance
- Updated OSHA General Industry Outreach Trainer card

Your Instructors

Wendy Laing and Paul McCain

please see biographies on page 2

Course Fee

\$525 for single registrations

\$475 per person for each additional registration from your organization

Registration Form - 2009 OSHA Seminars

Course Schedules and Locations

Check-in will begin 30 minute prior to the start time of the class. You will receive a map, cancellation policy, and hotel information with your confirmation via e-mail. You can also check this information on our website at ContinuingEducation.ncsu.edu or call 919.515.2261.

Where To Stay

For detailed lodging information please visit our website at ContinuingEducation.ncsu.edu or call 919.515.2261.

If you are a person with a disability and desire assistive devices, services, or other accommodations to participate in these programs, please contact us at 919.515.2261 or ContinuingEducation@ncsu.edu at least two weeks prior to the program.

How to Enroll:

- On-line at: www.ies.ncsu.edu/events
- Call the Office of Professional Development at: 919.515.2261
- Fax: 919.515.7614

■ Mail to:
Registration Coordinator
NC State University
Office of Professional Development
Box 7401
Raleigh, NC 27695-7401

To register for OTI courses held at The University of Tennessee Center for Industrial Services, please visit <http://www.cis.tennessee.edu/safe/oti/index.shtml> or contact Bryan Lane at bryan.lane@tennessee.edu or 615.532.9553

Check Course(s)

Fee/Discounted Fee

<input type="checkbox"/> OTI 510 Occupational Safety & Health Standards for the Construction Industry	January 20-23, 2009	\$695/\$625*	EIOTIS09/ OTI510S09
<input type="checkbox"/> OTI 2250 Principles of Ergonomics Applied to Musculoskeletal and Nerve Disorders	February 17-20, 2009	\$695/\$625*	EIOTIS09/OTI2250S09
<input type="checkbox"/> OTI 500 Trainer Course in OSHA Standards for Construction	February 23-26, 2009	\$695/\$625*	EIOTIS09/OTI500S09
<input type="checkbox"/> OTI 7300 Understanding the OSHA Permit-Required Confined Space Standard	March 19, 2009	\$195/\$175*	EIOTIS09/OTI17300S09
<input type="checkbox"/> OTI 7405 Fall Hazard Awareness for the Construction Industry	March 20, 2009	\$145/\$125*	EIOTIS09/OTI17405S09
<input type="checkbox"/> OTI 511 Occupational Safety and Health Standards for General Industry and Manager of Environmental, Safety and Health (MESH) II	April 27-30, 2009	\$725/\$650*	EIESHS09/EIMESH2S09
<input type="checkbox"/> OTI 501 Trainer Workshop in Occupational Safety & Health Standards for General Industry	May 18-21, 2009	\$695/\$650*	EIOTIS09/OTI501S09
<input type="checkbox"/> OTI 7510 Introduction to OSHA for Small Business	July 8, 2009	\$145/\$130*	EIOTIF10/OTI7510F10
<input type="checkbox"/> OTI 7845 OSHA Recordkeeping Seminar	July 8, 2009	\$145/\$130*	EIOTIF10/OTI7845F10
<input type="checkbox"/> OTI 7500 Introduction to Safety and Health Management	July 9, 2009	\$195/\$175*	EIOTIF10/OTI7500F10
<input type="checkbox"/> OTI 503 Update for General Industry Outreach Trainers	August 25 - 27, 2009	\$525/\$475*	EIOTIF10/OTI503F10
<input type="checkbox"/> OTI 511 Occupational Safety and Health Standards for General Industry and Manager of Environmental, Safety and Health (MESH) II	September 14-17, 2009	\$725/\$650*	EIESHF10/EIMESH2F10
<input type="checkbox"/> OTI 510 Occupational Safety & Health Standards for the Construction Industry	October 5-8, 2009	\$695/\$625*	EIOTIF10/OTI510F10
<input type="checkbox"/> OTI 502 Update for Construction Industry Outreach Trainers	October 19-21, 2009	\$525/\$475*	EIOTIF10/OTI502F10
<input type="checkbox"/> OTI 501 Trainer Workshop in Occupational Safety & Health Standards for General Industry	November 2-5, 2009	\$695/\$650*	EIOTIF10/OTI501F10
<input type="checkbox"/> OTI 500 Trainer Course in OSHA Standards for Construction	November 9-12, 2009	\$695/\$625*	EIOTIF10/OTI500F10
<input type="checkbox"/> OTI 7500 Introduction to Safety and Health Management	December 11, 2009	\$195/\$175*	EIOTIF10/OTI17500B10

* The discounted rate is extended to additional registrations from the same organization

Priority Code **S 9 1 8 W B** **Note:** To help us serve you better, please enter the priority code from your mailing label. Enter this code even if label is addressed to someone else. *Thank you!*

mm/dd/yyyy

First Name _____ Middle Initial _____ Last Name _____ Date of Birth† _____

Title _____ Badge Name _____
(If different from above)

Company _____

Work Address _____

City _____ State _____ Zip _____

Work/Day Phone _____ Fax _____

E-mail _____

Name and Title of Manager Approving Your Training _____

Please duplicate this form for multiple registrations. You may want to make a copy for your records.
 † In lieu of SSN, your date of birth is required as a personal identifier for internal record keeping by this university.

Method of Payment

Payment must accompany registration and be received by the first day of the program.

The easiest way to guarantee your place is to pay by credit card.

Payer: Company Individual

Please check one:

Visa MasterCard American Express

Corporate Card: Yes No

Credit Card Information

Card # _____

Expiration Date _____

Amount \$ _____

Cardholder's Name (please print) _____

Signature (required) (seal) _____

Check Enclosed (U.S. banks only) (do not fax registration)

Make check(s) payable to:
North Carolina State University

Please write the name(s) of the participant(s) on the face of your check(s).

If you wish to pay by purchase order, please submit your purchase order and this registration form by mail or fax them to 919.515.7614.

IDT (NC State University employees only)

OUC # _____

Project (FAS) # _____

Please return your payment and completed registration to:

Registration Coordinator
NC State University
Office of Professional Development
Box 7401
Raleigh, NC 27695-7401
Fax: 919.515.7614



2009 Course Catalog

If you receive more than one brochure, please pass the extra along to an associate. If the addressee is no longer employed, please forward to his/her replacement. Call 919.515.2261 to update your record.

Attention Mailroom Personnel:

Please re-route if necessary!

Ensure Your Company's Safety and Health Compliance

North Carolina State University Industrial Extension Service
The University of Tennessee Center for Industrial Services

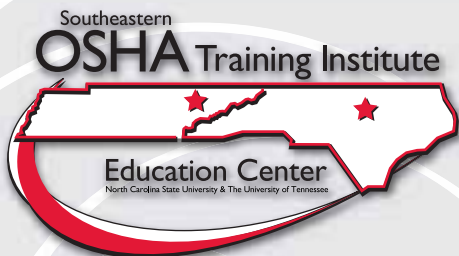
NC STATE UNIVERSITY

Office of Professional Development
Box 7401
Raleigh, NC 27695-7401

NONPROFIT
ORGANIZATION
U.S. POSTAGE
PAID
North Carolina
State University

Ensure Your Company's Safety and Health Compliance

North Carolina State University Industrial Extension Service
The University of Tennessee Center for Industrial Services



2009 Course Catalog

Attendance is limited. **REGISTER TODAY!**

Southeastern
OSHA Training Institute

Register On-line Today! www.ies.ncsu.edu/otieducationcenter