



Syllabus

(Virtual)

SAF Frontline Safety Training

SAF Frontline Safety Training is a 1-3-day customizable certificate course that will enhance a line supervisor's or crew leader's understanding of the bigger picture of safety and his/her role in creating and maintaining a safe work environment.

Students will learn how to read and use the Code of Federal Regulations, specifically 29 CFR 1926 (OSHA Standards for the Construction Industry) and 29 CFR 1910 (OSHA Standards for General Industry).

Supervisors will master how to win employees over for safety through specific actions. They will learn that a supervisor is responsible for setting the standard for safe behavior and promoting the company's safety culture. As a supervisor comes to realize that his own actions influence safety outcomes, he will become a champion of safety.

Prerequisites

There are no prerequisites for this course.

Class Schedule

Full day on day 1 and 2. Half day on day 3.

*20 contact hours

Students will participate in a live online session via Zoom video conferencing. Live sessions begin at 8:00 a.m. Central Time.

Materials

Note: The texts listed below are included in the cost of the course. Students will receive an electronic copy of each item.

(Most up-to-date edition) *OSHA Standards for the Construction Industry: 29 CFR1926 (with amendments)*. Davenport: Mancomm.

(Most up-to-date edition) *OSHA Standards for the General Industry: 29 CFR1910 (with amendments)*. Davenport: Mancomm.

(Most up-to-date edition) *SAF Frontline Safety Training: A COSS Approach Student Workbook*. Baton Rouge: Moran Printing.

Technology Requirements

Participation in this course will require the following:

- Computer with reliable Internet access (Laptops and desktop computers only.)
- Preference: Dual monitor setup or use of multiple devices (computer and mobile device)
- Google Chrome Browser
- Webcam and Microphone
- Zoom Video Conferencing
- Adobe Acrobat Reader DC

Learning Outcomes

Supervisors should emerge from this course with an understanding of the issues involved in workplace safety and with the ability to apply the concepts and methods learned. Upon completion of the course, students should be able to do the following:

- Explain the Safety and Health Management and Compliance models
- Illustrate the true cost of accidents
- Understand the importance of good communication for a supervisor on the jobsite
- Explain the Occupational Safety and Health Administration (OSHA)
- Explain how a supervisor can help to influence workers to perform safe behaviors/acts
- Describe how to use the Code of Federal Regulations (CFR)
- Discuss the hazard/injury type and control categories
- Explain how management and psychology play an important part in safety and health
- Describe how to implement a system safety process on a jobsite
- Explain the various worksite analysis techniques
- Understand your duties in supporting the safety culture
- Describe how to perform an effective job safety analysis (Job Briefing)
- Explain accident causation and the accident investigation process

Instructors

SAF Frontline Instructors are experts in occupational safety and health with a minimum of five years of working or teaching experience in the field. SAF Frontline Instructors are also authorized OSHA Outreach Training Instructors in both construction and general industries and hold an active SAF Frontline and COSS credential. Invited guest speakers may join a class session.

Assignment Overview

- Code of Federal Regulations (CFR): Discussion and Matrix
- Compliance Moments
- Case Studies
- Day 2 Quiz
- Final Exam

Grading

The course is graded on a pass/fail basis. Class performance will be based on Day 2 quiz, final exam, and class participation.

Course Standards

The SAF Frontline Program requires each student to maintain high standards of honesty and ethical behavior. All assignments submitted must be the student's own work.

Students should contact the SAF Frontline Administration if there is a policy grievance.

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877-610-2677

info@alliancesafetycouncil.org

Attendance Policy

Due to the concentrated nature of the work requirements for this course, students are required to attend all 20 hours of live, online instruction. Students must also complete all daily assigned activities. If a student misses a session or fails to complete required activities, the student will be dropped from the course without a refund. In case of an emergency, a student may be given the option to make up the missed portion. Exceptions must be authorized by the instructor, and students are required to sign an Absence Form and make up the training within 90 calendar days of the absence.

For virtual SAF Frontline, the webcam must be on throughout the entire live session.

Disruptive Behavior Policy

SAF Frontline Instructors shall monitor each class for unacceptable behaviors including, but not limited to, the following:

- Sleeping during instruction
- Talking with other students while the instructor is talking
- Being disruptive to the instructor or to other students
- Not returning from breaks in a timely manner
- Inappropriate cell phone or laptop usage
- Disrespecting the instructor or other students

For virtual SAF courses, SAF Instructors shall monitor additional unacceptable behaviors including, but not limited to, the following:

- Being interrupted or attending to pets, children, etc
- Conducting other work or home activities including e-mails, texts, social media, etc
- Taking pictures of COSS materials including daily assigned activities and exams
- Driving during Zoom session

If disruptive behavior continues after warnings have been issued, the student will be removed from the class, and the instructor will report the incident to the location administration or SAF Frontline Administration using the Disciplinary Action Form (DAF). After further review by the administration and instructor, one of the following actions will take place:

- The student will be allowed to return to class.
- The student will not return to class but will be allowed to reschedule to attend a future class at no charge.
- The student will not return to class and will not be allowed to reschedule to complete a future class.

A copy of the DAF will be submitted to the instructor, location administration, SAF Frontline Administration and to the student.

Final Exam Policy

A participant must not receive or provide any unauthorized assistance on an examination. The participant may not use external resources or electronic devices during testing. If a participant violates any of the requirements, the participant will receive a score of 0 on the exam and an exam retake will not be allowed.

Confidentiality Policy

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SAF Frontline Administration will safeguard confidentiality of all information provided by students, including the results of examinations. Except as required by law, information about a student's grades shall not be disclosed to a third party (i.e. student's employer) without written student consent.

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