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# Warehouse Worker Hazards in Structural Steel Fabricating and Supply Companies

## Train the Trainer

*(Insert Location)*

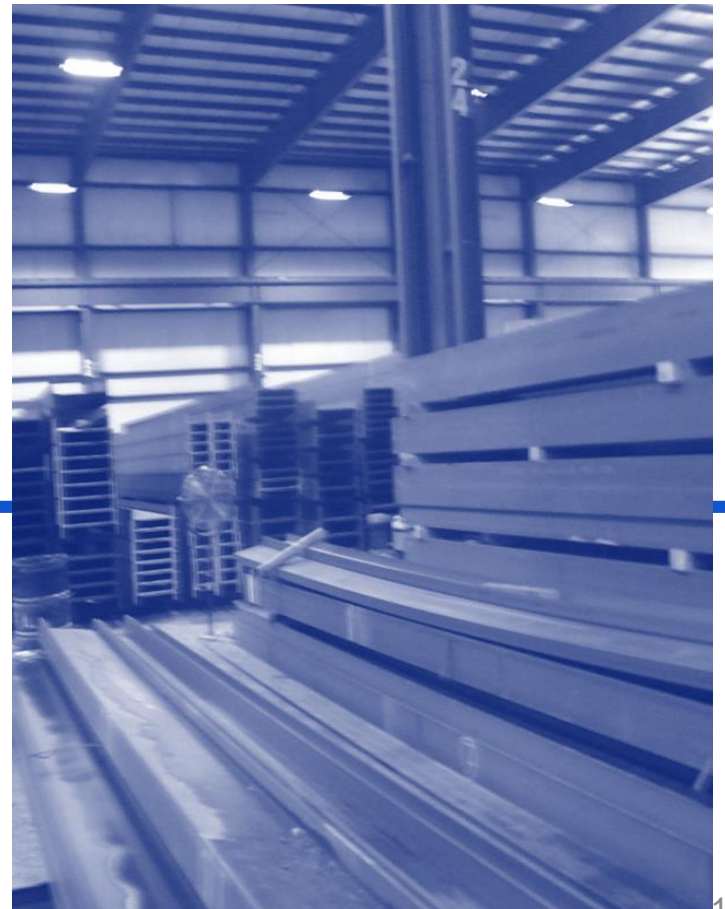
*(Insert Date)*

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OSHA Grant SH-26316-SH4

Michigan State University in conjunction with  
The American Institute of Steel Construction  
The University of Puerto Rico

June 2015



# Today's Presenter

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*(Insert Name and Title)*

# Housekeeping

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- Distribution of attendee training materials
- Sign-in and sign-out sheets
- Cell phones off
- Breaks
- Facilities
- Emergency exit procedures
- Lunch

# OSHA Grant Information

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*This material was produced under grant number SH-26316-SH4 from the Occupational Safety and Health Administration, U.S. Department of Labor. It does not necessarily reflect the views or policies of the U.S. Department of Labor, nor does mention of trades names, commercial products, or organizations imply endorsement by the U.S. Government.*

# Current Training Program

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This Outreach Training Program provides training for workers and employers on the *Recognition, Abatement, Avoidance and Prevention* of safety and health hazards in Warehousing Activities in Structural Steel Fabricating and Supply Companies.

The training also provides required OSHA information regarding *workers rights, employer responsibilities and how to file a complaint.*

# Program Development

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This program was developed by faculty and students in the School of Planning Design and Construction at Michigan State University in conjunction with the American Institute of Steel Construction - Safety Committee and the University of Puerto Rico

June 2015

**MICHIGAN STATE**  

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**UNIVERSITY**

 **SPDC**  
*School of Planning, Design  
and Construction*



# AISC Resources - Safety Channel

AISC has additional safety materials available at its website:

**AMERICAN INSTITUTE OF STEEL CONSTRUCTION**  
**AISC**  
FOUNDED 1921

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## SAFETY

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- SAFETY
- RESOURCES
- SAFETY AWARDS
- COMMITTEE

### Safety

The information collected and presented on the Safety Pages is monitored by a committee of industry professionals with specific experience in the application of current safety standards and accepted safety practices in fabricated and erected structural steel industry.

### Resources

Resources for people looking for ways to improve their safety programs.

#### Publications and Other Safety-Related Documents

Documents developed by AISC to assist active members and associate members with their Safety Programs and Safety Training. They include Sample Safety Program Elements, top 10 OSHA citations in structural steel fabrication and erection, sample safety forms, and others.

#### Sample Safety Forms

The safety forms are sample documents compiled by the AISC Safety Committee to be used in the shop or field. They consist of safety checklists, job hazard analyses, equipment inspections, pre-lift assessments, and other various tools. They are sample forms only and must be modified to meet the needs of your specific facility.

#### Top 10 OSHA Citations

The most frequently cited violations by OSHA for structural steel fabrication and erection are listed for the years between 2009-2011. Links to the most cited safety standard on OSHA's website are provided.

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NASC: THE **STEEL** CONFERENCE  
★ Music City Center — Nashville, TN ★

**MASTERING**  
THE SELLING PROCESS

# AISC Resources - Fabricator Certification

AISC has fabricator certification information at its website:

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- FIND A CERTIFIED COMPANY
- CONTACT AND FEEDBACK

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JANUARY 29–30, 2015

### AISC Certification For FABRICATORS

The following categories of AISC Certification are available for steel fabricators:

- The Building Standard [STD]
- Simple Bridge Checklist [SBR]
- Major Bridge Checklist [CBR]
- Standard for Protective Coating Systems [SPE]

For more information on becoming certified, visit [www.aisc.org/certdocs](http://www.aisc.org/certdocs) where one can find a list of applications, fee schedules, resources, and category criteria that will assist in your needs.

#### Key Qualifications for Certification

AISC Certification verifies that a fabricator has a quality management system in place, implemented, and effective. Following are examples of key qualifications for Certified Fabricators:

- Contract document review.** Is there an effective procedure for the review of the project drawings and specifications that provides the necessary information to all responsible individuals in the organization to assure contract compliance – including a system for requests for information (RFI) necessary to resolve discrepancies or variations from contract requirements?
- Document control.** Is there a procedure for processing revised or voided drawings with complete, up-to-date erection and shop drawings? Does the fabricator have a documented procedure to provide for checking of all shop and erection drawings to ensure



# AISC Resources - Safety Elements

AISC, separately from this training program has developed a document entitled “Sample Safety Program Elements for Structural Steel Fabricators” which is available for its members at:

<http://www.aisc.org/content.aspx?id=36>



structural steel: the material of choice

American Institute of Steel Construction, Inc.  
One East Wacker Drive, Suite 700  
Chicago, IL 60601-1802

312.670.2400

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

# Training Website - Michigan State University

All training resources will be available at:  
[http://www.spdc.msu.edu/training\\_workshops](http://www.spdc.msu.edu/training_workshops)

552 W. Circle Drive | East Lansing, MI 48824 | Ph: 517-432-0704 | Fax: 517-432-8108 | Email: [spdc@msu.edu](mailto:spdc@msu.edu)

## Training & Workshops

> [Safety in Structural Steel Fabricator and Supply Company Warehousing Activities Training Program](#)

[Training Presentations](#)

[Training Forms and Resources](#)

[Additional Information and Resources](#)

[Training Schedule](#)

## Safety in Structural Steel Fabricator and Supply Company Warehousing Activities Training Program



The Safety in Structural Steel Fabrication and Supply Company Warehousing Activities Training Program addresses warehouse hazards training for structural steel fabrication and steel service center workers. Target audience includes small businesses and limited English proficiency workers. Training topics address prevention of musculoskeletal disorders, material handling, respiratory protection, electrical safety and hazard communication. Training materials address both English and Spanish speaking workers.

# State Plans

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There are 27 states that have some form of State Plan which are enforced by state departments. This program references the OSHA 1910 General Industry Standards.

**Always check your state plan for additional requirements.**

# State Plans

Select a state from the map to show contact information\*\*.

\*\*Note: The 27 states, Puerto Rico, and the Virgin Islands have OSHA-approved State Plans. Twenty-two State Plans (21 states and one U.S. territory) cover both private and public sector workplaces. The remaining five State Plans (four states and one U.S. territory) cover state and local government workers only. This map requires javascript to be enabled. A [text version](#) is also available.

# State Plans

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**Information on State Plans can be found at:**

<https://www.osha.gov/dcsp/osp/index.htm>

# Program Objective

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To reduce injuries through the development and delivery of safety training - focusing on Warehouse Worker Hazards in Structural Steel Fabricating and Supply Companies emphasizing:

- Material Handling and Storage
- Hazard Communication
- Musculoskeletal Safety
- Electrical Safety
- Respiratory Safety
- Workers Rights

# Training Targets

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## Overall Program Training Target

- ❑ Train 280 Trainers who are safety directors and shop supervisors in steel companies
- ❑ Conduct 10 “Train the Trainer” Sessions (5 in English and 5 in Spanish) geographically distributed
- ❑ Extend the reach of the program by having trainer attendees offer secondary trainings within their companies

## What we are asking you to do:

- ❑ Take this information back to your companies/employees then train and document the trainings with your workers
- ❑ Worker trainings can be delivered in one full day or in a series of separate 1-2 hour trainings

# Trainer Morning Schedule\*

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7:30-8:00	<i>Registration</i>
8:00-8:15	<i>Program introduction, Program Objectives, Procedures</i>
8:15-8:30	<i>Pretest</i>
8:30-8:45	Overview of special Warehouse Worker Hazards in Structural Steel Fabricating and Supply Companies (.25 contact hour)
8:45-9:00	Hazard mapping exercise (.25 contact hour)
9:00-10:00	Material Handling and Storage (1 contact hour)
10:00-10:15	<i>Break</i>
10:15-11:15	Material Handling and Storage (1 contact hour)
11:15-11:45	Hazard Communication (.5 contact hour)
11:45-12:00	Hazard Identification Exercise (.25 contact hour)
12:00-1:00	<i>Working Lunch</i>



# Trainer Schedule Overview\*

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12:00-1:00	Prevention of Musculoskeletal Injuries (1 contact hour)
1:00- 1:30	Electrical Safety and Lockout/Tagout (.5 contact hou
1:30- 1:45	Electrical Safety Exercise (.25 contact hour)
1:45-2:00	Break
2:00- 2:30	Respiratory Protection (.5 contact hour)
2:30- 3:00	Workers Rights (.5 contact hour)
3:30- 4:00	<i>Learning Assessment</i>
4:00-4:30	<i>Secondary Training Procedures and Adult Learning Instructor Closing Comments, Issue Certificates Program Assessment Survey</i>
	(6 contact hours total program)

# Secondary Training Objectives

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- ❑ We are asking you as trained trainers to take this information back to your companies and employees and train/document secondary trainings with your workers
- ❑ Train a minimum of five employees in your company
- ❑ Document attendance through sign-in-sign-out sheets
- ❑ Report this information to Michigan State University
- ❑ More information is provided in the last section (Module 9) of today's program

## Pretest: 8:15-8:30

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Please complete the pre-training multiple choice test. We will compare the results to the end of program learning assessment.

*Attendees are to take the distributed written multiple choice pretest.*