

# Introduction to OSHA and OSHA's Safety Program Guidelines

**Prerequisites:** None  
**Duration:** ½ day

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## Course objectives

This introductory course will explain OSHA's history, goals and methods. North and South Carolina each operate approved state plans with few differences from the federal standards; these will be explained. Participants will learn how to use the 1910 General Industry standards and how to find information on the OSHA website. They will be able to compare the rights and responsibilities of employers and employees under the Act. They will know what to expect during an OSHA inspection: from the opening conference to the appeal.

What should your safety and health program include? OSHA developed guidelines in 1989 and those voluntary guidelines are still used to determine "good faith" when assessing fines. They are also the essential elements a company must demonstrate in order to qualify for VPP status. Participants will be able to list the 4 elements of the model program and use OSHA's I2P2 (Injury & Illness Prevention Program) webpage as a resource for their own programs.

## Course Topics

- The Occupational Safety and Health Act
- History of OSHA
- Inspection priorities
- Citations and Penalties
- Employer's rights and duties
- The General Duty Clause 5 (a) (1)
- Overview of OSHA Inspections
- Top 10 Cited Offenses
- Multi-Employer Worksites
- How to use the OSHA standards and research exercise
- Differences between Federal and state plans
- Safety & Health Management System - Voluntary Guidelines
- Requirement for Written Programs
- NC Program Requirements

This is the introduction to the OSHA 10 and 30 hour course.