

MAY

- ▶ OSHA 300 Log may be taken down from each site (retain 5 years)

- ▶ Indoor Air Quality (IAQ) Program Review

- o Ensure IAQ Plan, contact information and complaint procedures are communicated to staff through training or written material.
- o Teacher survey/checklists distributed to staff on annual basis (or use Resource Training & Solutions website – automated survey, www.resourcetraining.com)
- o Building walk-through, Ventilation and Building Maintenance Checklists Completed

JUNE

- ▶ Custodial Maintenance Training

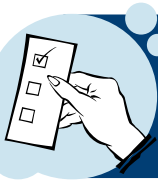
- o Complete Annual Training to affected staff on required topics

- ▶ Attachment 10

- o Completed and return to MDE School Board Certified Attachment 10

- o Maintain School District copy of Attachment 10 with date sent documented.

- ▶ Fire Drills – Summer Programs including Childcare Programs – document



SafetySolutions

ENVIRONMENTAL/OCCUPATIONAL HEALTH & SAFETY CHECKLIST

PREPARED BY THE STAFF OF RESOURCE TRAINING & SOLUTIONS

Electrical Standard NFPA 70E

By: Wayne Warzecha, Health & Safety Specialist

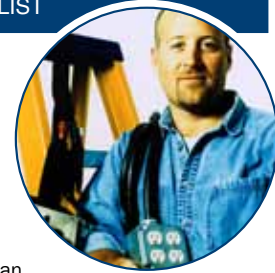
While recently attending a NFPA 70E workshop I learned some valuable information that school districts should be aware of too. NFPA 70E is recognizing hazards associated with the use of electrical energy such as arc flash, arc blast and taking precautions so that these hazards do not cause injury or death.

NFPA 70E is a national consensus safety standard, not a law and OSHA is considering adopting the standard into law. With that said, in the event of an electrical shock or arc flash burn at a workplace, OSHA can cite for no PPE, for improper PPE assessment and General Duty Clause.

Turning on and off circuit breakers and working with 50 or more volts, PPE is required to be worn. To determine the type of PPE required for the task an assessment on equipment must be accomplished first. There are two methods that can be used. Method 1 is an arc flash calculation usually done by an electrical engineer who reviews electrical plans and

surveys the building and its electrical components. Method 2 is using the NFPA 70E default table; this method can only be used after an electrician determines that your electrical equipment meets the short circuit current availability requirements and fault clearing time.

If you have any questions you can contact Wayne Warzecha at 320-255-3236 or wwarzecha@resourcetraining.com.



2 WAYS TO STAY UP-TO-DATE ON HEALTH & SAFETY INFORMATION/WORKSHOPS:

1. Visit www.resourcetraining.com
2. Make sure to get your personal copy of the Communicator

SafetySolutions

ENVIRONMENTAL/OCCUPATIONAL HEALTH & SAFETY NEWSLETTER

Permission needs to be sought from Resource Training & Solutions to reprint either portions of articles or the articles in their entirety. The information in this newsletter is from sources believed to be reliable. We've exercised reasonable care to assure its accuracy. However, Resource Training & Solutions does not guarantee that sources quoted in this publication are correct and statements attributed to other sources do not necessarily reflect the opinion or position of Resource Training & Solutions.

CHECKLIST

ASBESTOS TRAINING

By: Ron Wieber, Director of Health & Safety

Q. What asbestos training is needed for school people?

A. DESIGNATED PERSON In regards to your “asbestos person” your school is required to have a trained “Designated Person” (“DP”). This could be someone at the district/dioocese level or at the building level that would then be responsible for your buildings asbestos compliance with the federal AHERA law. This person would be adequately trained for recordkeeping and conducting 6-month periodic surveillance amongst other AHERA DP mandated duties. The training for this is rarely available as most DP’s rarely leave a school’s employment. No specific time length of training is stated – but it must be adequate to cover the EPA’s required topics. No refresher course is required. With the turnover so low the EPA came up w/ a free self study course see - <http://www.epa.gov/region2/ahera/e23.pdf>. *Note in the non-school setting this is commonly known as the “Asbestos Program Manager”.*

CUSTODIAL/MAINTENANCE STAFF anyone doing cleaning in a K-12 school building that has asbestos-containing building materials needs to receive a one time 2-hour Asbestos Awareness training. This is typically done via a video or more recently available an on-line session. It needs to include specific information as to where the asbestos can be found in the specific building the person works at (review the most recent 6 -month periodic surveillance or 3 year AHERA re-inspection report). No refresher course is required. We can help you with this non-live requirement whenever you wish to do this “canned” session.

To be able to remove small quantities of asbestos for short durations in-house, a 16-hour Operations & Maintenance training is adequate. The training will include a mock-hands-on session. Remember that OSHA generally requires a minimum of two trained staff to properly remove asbestos. Training vendors that offer this include: <http://www.lakestates.com/> and <http://www.metaworld-wide.com/>. O&M trained workers that remove asbestos must have received an asbestos training update within the past year of the asbestos removal of an unspecified time length. For more information, contact Ron Wieber 320-255-3236.

ANNUAL HEALTH & SAFETY LEVY MEETING

JUNE 7, 2011 • 8:30 A.M.-11:30 A.M.

The MN State Fire Marshal will cover the Minnesota State Fire Code requirements and Best Practices for emergency planning in schools, as well as how to begin or amend current emergency plans.

This is a program offered by the State Fire Marshal Division and the School Safety Center to incorporate fire code requirements and new best practices into all-hazard type school emergency plans. This program is designed for those working with schools on emergency planning and fire code compliance issues, including school emergency planners, health and safety coordinators, school administrators, building and grounds staff, and school compliance consultants.

Following the State Fire Marshal’s presentation, Michael Oxborough from the MN Department of Education will discuss the Health & Safety Levy letter governing the projects and expenditures for school year 2011-2012.

To register, visit www.resourcetraining.com (course code #8631) or call Jodi Steinhof at 320-255-3236. The cost is \$30.00 per person and there is a \$5.00 off discount for all registrations received by May 13th.



4150 2nd Street South, Suite 550 • P.O. Box 1576
St. Cloud, MN 56302