



Environmental, Health & Safety  
Consultants

639 N. Salina St., Syracuse, NY 13208  
Phone: 315-428-1959 Fax: 315-428-0432  
[www.churchillenvironmental.com](http://www.churchillenvironmental.com)

# Directory of Safety Services and Courses



Product or Chemical Name: \_\_\_\_\_

Manufactured By: \_\_\_\_\_

	<b>FLAMMABILITY</b>	4 Severe 3 Serious 2 Moderate 1 Slight 0 Minimal
	<b>REACTIVITY</b>	
	<b>HEALTH HAZARD</b>	

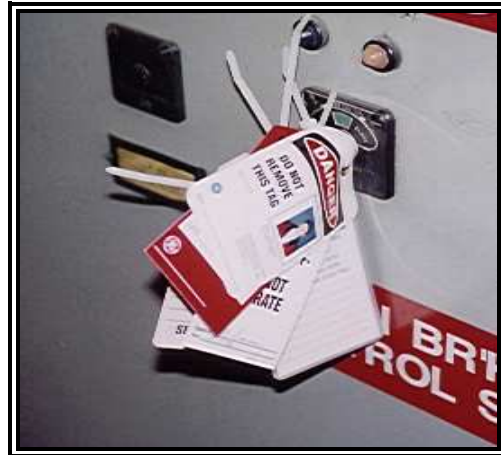
Avoid these kinds of bodily contact or exposure:

Overexposure can irritate or damage these body organs:

When using, wear this protective clothing:

*See MSDS for this product for full hazard information and instructions.*

**Tag-Mark** Hazardous Material Marking System  
©1992 Ready Made Sign Co. 1-800-544-2440 HK-60



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## Safety Services

**Risk Management Services**

**Ensure Regulatory Compliance  
Requirements**

**Review & Update of Company Safety  
Plans**

**On-site Safety Audits  
Protect your employees and you!**

**Safety Committee Participation and Training**



### Human Resource Management

**Hazard Communication  
Workplace Health & Safety  
Office Safety & Ergonomics  
Fire Safety & Prevention  
Emergency Preparedness & Egress  
Sexual Harassment, and more**

National Safety  
Council  
Certification  
First Aid / CPR



## Training

### DOT-Hazardous Materials Training

### OSHA-Hazardous Waste Operations & Emergency Response-

**24 hr & 40 hr Initial / Annual Refreshers  
First Responder Operations Level  
HazMat Technician Training, and more**

### OSHA 10 & 30 Hour Competent Person

**Introduction to OSHA, Overview  
Trenching & Excavation  
Fire Protection & Prevention  
Hand & Power Tool Training  
Fall Protection  
Lock Out / Tag Out  
Confined Space  
Ladders, Scaffolding, Personal Lifts  
Personal Protective Equipment, and more**

### Forklift Training & Evaluations

**EPA / NYS Asbestos Accreditation  
Asbestos Initial and Refresher Training  
(All Disciplines and Asbestos Awareness)**

### Lead Awareness Training

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# Asbestos Inspection Services

## Find Out what you're getting into...

At *Churchill Environmental Inc.*, our staff of USEPA and New York State Department of Labor Certified Inspectors for Asbestos in Buildings has over 30 years of asbestos inspection experience. We can help you find out what you're getting into, and stay in compliance with applicable laws and regulations.

### Our Services:

#### **AHERA Asbestos Inspection for Schools**

**Pre Demolition Asbestos Surveys** that are required by New York State Industrial Code Rule 56 prior to acquiring a demolition permit

**Commercial building asbestos investigations**, which are *not* included in a USEPA Phase One, Environmental Impact Audit

**Manufacturing plant inspections** - required by the OSHA Right to Know Standards

#### **Residential Home Inspections**

Call our experts for more information at 315-428-1959

or visit our website at [www.churchillenvironmental.com](http://www.churchillenvironmental.com)



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## **Asbestos Air Monitoring**

Air monitoring during asbestos abatement is required by law. It must be performed by a company other than the abatement contractor. *Churchill Environmental* Air Sampling Technicians provide environmental air sampling by applying proper techniques and methods. They are trained in the following procedures:

- Where to sample
- Collection
- Handling
- Recording
- Chain-of-custody procedures during transport of samples

Our data is collected and a report is generated for your records. We pride ourselves in being knowledgeable and thorough. We understand that your operation is counting on us to be accurate and professional, and we have a long standing record of doing so.

## **Asbestos Project Monitoring**

*Churchill Environmental* Project Monitors serve as the on-site representatives of the building owner to oversee asbestos abatement work. The Project Monitor's duty is to insure that work is performed in accordance with specifications and in compliance with all Federal, State and local laws. Project Monitors also perform the vital role of conducting visual inspections of asbestos projects to determine that the job has met the criteria to conduct air clearance tests.

Our Project Monitors are committed to ensuring your project be done correctly. We realize our performance impacts the overall quality of each project.

## **C. A. M. P.** **(Community Air Monitoring Plan)**

Community Air Monitoring has become widespread within demolition and construction industries. This ensures the environment around your job site is safe and the air is not contaminated. This program will assist you in avoiding lawsuits and keep your employees in good health.

*Churchill Environmental* Air Sampling Technicians provide quality environmental sampling; applying proper techniques and methods. Our technicians provide the selection of sites, collection, handling, recording and chain-of-custody procedures during transportation of samples. The use of multiple types of meters [VOC, dust and particulate] are used to collect a variety of samples typically found at these sites. Our technicians record findings and generate a report for your records.

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# How does Churchill Environmental Bring Safety to Industry?

*Churchill Environmental* is a professional safety and health corporation, dedicated to helping employers in recognizing several goals:

**Objective #1** – To aid employers in ensuring a safe and healthful workplace. Safety is a team effort. By focusing on mutual help of both the employer and the employee, everyone can go home at the end of the day in the same or better health than when they arrived at work.

**Objective #2** – To aid employers in meeting the growing compliance demands placed on business by state and federal regulatory organizations. The effect that OSHA, DOT, and other governmental organizations have over how a business will operate has grown dramatically over the past decade. *Churchill Environmental* is committed to helping business owners maintain compliance with regulatory groups in an economical and productive manner.

**Objective #3** - To make safety compliance affordable to all employers, in all markets be it small, medium or large businesses or municipalities. In today's business climate, heavy fines and liability are a constant concern! Safety is a concern for everyone!!

*Churchill Environmental* provides a safety and compliance resource to the business owner who cannot maintain a full-time safety department. Our company works with yours to develop and strengthen existing safety programs, perform required training and advise your company in ways to bond safety and productivity.

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# How Do We Help?

At *Churchill Environmental* we help companies help themselves!

Our customized training programs help your company to achieve regulatory compliance and develop a productive, functional safety attitude with you and your employees.

In turn, your safe work habits should reduce work-related injuries, lost time and regulatory citations.

The staff of *Churchill Environmental* maintains a positive working relationship with such groups as OSHA, New York State Department of Labor, DEC and DOT, allowing us to utilize these valuable resources to help employers.

*Churchill Environmental* will ask questions, obtain informational materials, and notify employers of new regulations, which may effect their operation before it is too late to act.

## For more information about our services

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In order to remain competitive in today's changing industry, businesses often rely on specialists to provide support services. **Churchill Environmental** offers a solution to your safety needs.

We work with your company to provide professional Safety, Health and Training Programs, perform Regulatory Inspections and Customize Procedures to meet the needs of your industry.

## 1) SAFETY AUDITS

Our safety professionals work with employers to determine their specific regulatory and liability needs. Easy to follow reports become basic checklists for eliminating workplace hazards and regulatory compliance issues. All reports are confidential and employers are requested to participate in the process.

## 2) SAFETY TRAINING

Regulatory safety training issues require qualified competent instructors and course materials, which provide continued support to the employees long after the class has ended. Our staff writes and develops each of our training manuals to meet the regulatory needs and provide a working model for each program.

- **Employees** receive their own personal course materials for future reference and referral, as well as a frameable "Certificate of Completion" and a "Course Wallet ID Card" (Where required for fieldwork).
- **Employers** receive a copy of the course curriculum and certification of course completion. All programs are intended to ensure compliance with current regulations.

*Churchill Environmental Inc.* will provide continued program support and documentation to assist employers with any questions from regulatory agencies concerning course curriculum and content.

## 3) SAFETY PROCEDURE WRITING

Written procedures are required for Federal and State compliance. *Churchill Environmental* will work with your organization to develop your company's safety program and safety handbook, individual procedures, and site-specific safety and health plans. General safety policies and procedures are customized to meet your company's needs.

## 4) HUMAN RESOURCES AND MANAGEMENT DEVELOPMENT

Your employees are your most important asset! Improve performance and customer satisfaction through employee training, orientation, and development. Your sessions will be facilitated by an MBA, Senior Professional in Human Resources Certified Instructor.

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**If you outsource other professional services, such as legal and accounting, shouldn't you outsource your safety compliance to professionals who can provide the comprehensive package?**

The following is a partial selection of the available services and instructional courses from *Churchill Environmental*:

- OSHA 10 and 30 Hour Safety Outreach Courses
- Topic specific OSHA Training
- Hazardous Waste Operations and Emergency Response (HAZWOPER)- 40 & 24 Hour Initial, and 8-Hour Refreshers
- Asbestos Safety Training, Initial and Refreshers
- Safety Policy Review and Update
- Safety Audits / Site Safety and Health Plans
- Asbestos Building Inspections
- Asbestos Pre-Demolition Surveys
- Emergency Evacuation Plans
- Process Safety Management for Hazardous Chemicals
- Accident Prevention Culture Development
- Job Hazard Analyses

**And more...please call us with your specific requirements.**

**ATTENTION: Professional Engineers & Architects – Selected courses have been approved for Professional Development Hours (PDHs)...**

- ✓ 10-Hour OSHA Construction Industry Outreach Program
- ✓ 30-Hour OSHA Construction Industry Outreach Program
- ✓ EPA/NYS Asbestos Building Inspector (Initial & Refresher)
- ✓ EPA/NYS Asbestos Project Designer (Initial & Refresher)
- ✓ NYS Asbestos Project Monitor (Initial & Refresher)
- ✓ 8-Hour OSHA Hazwoper Refresher
- ✓ 24 & 40 Hour OSHA Hazwoper Initial

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# Gap Analysis

Our customized health and safety plans help your company to achieve regulatory compliance and develop a productive, functional safety attitude with you and your employees.

Our review of your current plan could prove to be extremely cost effective. We will look at your written plan and compare it with current regulations and your operation.

In turn, your safe work habits should reduce work-related injuries, lost time and regulatory citations.

The staff of *Churchill Environmental* maintains a positive working relationship with such groups as OSHA, New York State Department of Labor, DEC and DOT, allowing us to utilize these valuable resources to help employers.

*Churchill Environmental* will ask questions, obtain informational materials, and notify employers of new regulations, which may effect their operation before it is too late to act.

Ask for our gap analysis and we will review your current plan and assess your company's potential for liability.

# 10 Hour Construction Safety Course

In July 2008, legislation was passed in New York State. All personnel on a New York State job site worth \$250,000 or more are required to complete this course. It is designed to make everyone on these sites to have a general awareness of the hazards around them. In addition to this being a requirement, we can customize the topics to be more applicable to the safety needs of your operation. A few of the following topics are mandatory, after that you can choose which standards are covered.

- OSHA Act, General Duty Clause
- Employee / Employer Responsibilities
- Competent Person / Defined
- Hazard Communication Standard
- Accident Investigations, Site Inspections
- General Healthy & Safety Provisions
- Housekeeping, Sanitary
- Personal Protection Equipment
- Confined Space
- Fire Protection, Prevention & Safety

- Welding & Burning
- Hand & Power Tool Safety
- Electrical Standards
- Lock Out / Tag Out
- Ladders, Scaffolding, Lifts
- Fall Protection
- Trenching & Excavations
- Material Handling, Storage, Disposal
- Cranes, Derricks, Hoists
- Stairways, Floors & Openings

# **Safety Training Course Guide / Course Titles**

## **HAZARDOUS MATERIALS TRAINING**

24-Hour & 40-Hour Hazardous Waste Operations & Emergency Response -  
(HAZWOPER) - *Site Worker*

24-Hour & 40-Hour Hazardous Waste Operations & Emergency Response –  
(HAZWOPER) – *8 Hour Refresher Course*

24-Hour Hazardous Materials - Technician Program  
24-Hour Hazardous Materials - Specialist Program  
8-Hour Hazardous Materials First Responder Operation Level Program  
Manager / Supervisor for Hazardous Waste Sites  
DOT Training for Hazardous Materials Shipping  
Process Safety Management for Highly Hazardous Materials

## **ASBESTOS TRAINING (EPA/NYS Approved)**

Initial 40 Hour Contractor / Supervisor & 8-Hour Refresher  
Initial 32 Hour Worker / Handler & 8-Hour Refresher  
Initial 24 Hour Building Inspector & 4-Hour Refresher  
Initial 16 Hour Operations and Maintenance & 4-Hour Refresher  
Initial 40 Hour NYS Project Monitor & 8-Hour Refresher  
Initial 24 Hour Project Designer & 8-Hour Refresher  
Initial 16 Hour NYS Air Sampling Technician & 4-Hour Refresher  
Initial 16 Hour Management Planner & 4-Hour Refresher  
Asbestos Awareness (**2 – 16 hours, dependent upon your needs...call for quote**)

## **AMERICAN RED CROSS FIRST AID / CPR / AED**

Emergency First Aid, Cardiopulmonary Resuscitation (CPR),  
and Automated External Defibrillator (AED)

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# **Safety Training Course Guide / Course Titles**

## **TRAINING TO O.S.H.A. STANDARDS**

10 Hour & 30 Hour OSHA Construction Industry Outreach  
10 Hour & 30 Hour OSHA General Industry Outreach  
Hazard Communication – Employee Right to Know  
Fire Protection / Prevention Plans  
Portable Fire Extinguisher Use  
Flammable and Combustible Liquids  
Employee Emergency Response and Egress/Evacuation Plans  
Welding, Cutting, and Brazing / Hot Work Permits  
Personal Protective Equipment  
Respiratory Protection Program  
Hearing Conservation  
Sight Conservation  
Head Protection  
Hand Safety  
Ergonomics Awareness  
Slips, Trips, and Falls  
Hand and Power Tools  
Fall Protection  
Back Injury Prevention Program  
Bloodborne Pathogen Safety Training  
Powered Industrial Vehicle Safety (Forklift Truck Training)  
Excavation and Trenching Safety  
Crane and Hoist Operations Safety  
Stairways, Ladders, and Scaffolding  
Walking / Working Surfaces  
Machine Guarding  
Materials Handling  
Permit Required Confined Space Entry and Training  
Electrical Safety / Hazardous Energy Control – Lock Out / Tag Out  
Office Safety  
Accident Prevention and Investigation  
Lead Awareness Training

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# **24 & 40 Hour Hazardous Waste Operations & Emergency Response (HAZWOPER) – Site Worker OSHA 29 CFR 1910.120**

OSHA requires training in this standard for all employees who may be engaged with hazardous substances for the removal or other activities, which expose or potentially expose workers to hazardous substances and health hazards.

## **Course Objectives:**

1. Introduction to OSHA 29CFR 1910.120
2. Definitions & vocabulary
3. Properties of hazardous materials
4. Containers and labeling
5. Physical and Health hazards of hazardous Materials
6. Material Safety Data Sheets
7. Hazardous Materials Recognition
8. Exposure Prevention
9. Medical Surveillance
10. Air Quality Monitoring
11. Personal Protective clothing
12. Respiratory Protection
13. Site Safety
14. Emergency Response and the Incident Command
15. Response Organizations
16. Safety
17. Incident Command
18. Operations
19. Resource Groups
20. Reporting
21. Scene Evaluation
22. Scene Control
23. SOP
24. Entry & Reconnaissance
25. Hazard Control
26. Hazard Contamination
27. Remediation
28. Decontamination
29. Termination Procedures
30. Skill Exercises – Hands on
31. Back Injury Prevention
32. Bloodborne Pathogens
33. Performance Evaluation
34. Critique

## **Training Requirements:**

- a. Prior to work operations involving Hazardous Substances
- b. When hazards change (Update only)
- c. When policies or procedures have been updated
- d. Annual continuing education program

**Engineers: 24 Hour Hazwoper 24.00 PDH credits  
40 Hour Hazwoper 40.00 PDH credits**

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# **24 & 40 Hour Hazardous Waste Operations & Emergency Response (HAZWOPER) – Site Worker *8-Hour Refresher* OSHA 29 CFR 1910.120**

OSHA requires annual refresher training in this standard for all employees who may respond to releases of hazardous substances for the purpose of removal or other activities, which expose or potentially expose workers to hazardous substances and health hazards.

## **Course Objectives:**

1. Review of OSHA 29 CFR 1910.120
2. Hazards of Chemical Response
3. Safety
4. Planning and Organization
5. Site Characterization
6. Air Monitoring
7. Site Control and Work Practices
8. Personal Protective Equipment
9. Decontamination
10. Site Emergencies
11. Medical Surveillance
12. Skills Exercise
13. Critique

## **Training Requirements:**

- a. Annually

**Engineers: 8-Hour OSHA Hazwoper refresher 8.00 PDH credits**

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# **24-Hour Hazardous Materials – Technician Program OSHA 29 CFR 1910.120**

OSHA requires training in this standard for all employees who may respond to releases of hazardous materials for the purpose of spill control, containment, and work in or on a hazardous waste site or spill response for the purpose of performing work related activities other than the actual clean-up or properly trained under the requirements of this standard.

## **Course Objectives:**

- |                                             |                                |
|---------------------------------------------|--------------------------------|
| 1. Introduction to OSHA 29 CFR 1910.120     | 21. Hazard Determination       |
| 2. Definitions                              | 22. Scene Evaluation           |
| 3. Properties of Hazardous Materials        | 23. Scene Control              |
| 4. Containers and labeling                  | 24. SOP's                      |
| 5. Physical and Health Hazards              | 25. Entry & Reconnaissance     |
| 6. Material Safety Data Sheets              | 26. Hazard Control             |
| 7. Hazardous Materials Recognition          | 27. Hazard Containment         |
| 8. Exposure Prevention                      | 28. Decontamination            |
| 9. Medical Surveillance                     | 29. Termination Procedures     |
| 10. Air Quality Monitoring                  | 30. Skill Exercises – Hands On |
| 11. Personal Protective Clothing            | 31. Back Injury Prevention     |
| 12. Respiratory Protection                  | 32. Bloodborne Pathogens       |
| 13. Site Safety                             | 33. Performance Evaluations    |
| 14. Emergency Response and Incident Command | 34. Critique                   |
| 15. Response Organizations                  |                                |
| 16. Safety                                  |                                |
| 17. Incident Command                        |                                |
| 18. Operations                              |                                |
| 19. Resource Groups                         |                                |
| 20. Reporting                               |                                |

## **Training Requirements:**

- a. Prior to work operations involving Hazardous Waste Response
- b. Annual continuing education program



# 24-Hour Hazardous Materials – Specialist Program OSHA 29 CFR 1910.120

OSHA requires training in this standard for all employees who may respond to releases of hazardous materials for the purpose of spill control, containment, and abatement in or on their company's property and for the purpose of performing work related activities including control and actual clean-up of the release.

## **Course Objectives:**

- |                                             |                                |
|---------------------------------------------|--------------------------------|
| 21. Introduction to OSHA 29 CFR 1910.120    | 21. Hazard Determination       |
| 22. Definitions                             | 22. Scene Evaluation           |
| 23. Properties of Hazardous Materials       | 23. Scene Control              |
| 24. Containers and labeling                 | 24. SOP's                      |
| 25. Physical and Health Hazards             | 25. Entry & Reconnaissance     |
| 26. Material Safety Data Sheets             | 26. Hazard Control             |
| 27. Hazardous Materials Recognition         | 27. Hazard Containment         |
| 28. Exposure Prevention                     | 28. Decontamination            |
| 29. Medical Surveillance                    | 29. Termination Procedures     |
| 30. Air Quality Monitoring                  | 30. Skill Exercises – Hands On |
| 31. Personal Protective Clothing            | 31. Back Injury Prevention     |
| 32. Respiratory Protection                  | 32. Bloodborne Pathogens       |
| 33. Site Safety                             | 33. Performance Evaluations    |
| 34. Emergency Response and Incident Command | 34. Critique                   |
| 35. Response Organizations                  |                                |
| 36. Safety                                  |                                |
| 37. Incident Command                        |                                |
| 38. Operations                              |                                |
| 39. Resource Groups                         |                                |
| 40. Reporting                               |                                |

## **Training Requirements:**

- a. Prior to work operations involving Hazardous Waste Response
- b. Annual continuing education program

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# **8-Hour Hazardous Materials First Responder - Operations Level**

## **OSHA 29 CFR 1910.120**

OSHA requires training in this standard for all employees who may respond to the release of hazardous materials for the purposes of initial spill control and initiation of emergency response operations. Responders to hazardous materials releases must be properly trained under the requirements of this standard.

### **Course Objectives:**

1. Introduction & Review of OSHA 29 CFR 1910.120
2. Hazards of Chemical Response
3. Safety
4. Planning & Organization
5. Site Characterization
6. Air Monitoring
7. Site Control and Work Practices
8. Personal Protective Equipment
9. Decontamination
10. Site Emergencies
11. Medical Surveillance
12. Skills Exercise
13. Critique

### **Training Requirements:**

- a. Prior to working with or around Hazardous Materials

# **Hazardous Waste Operations & Emergency Response (HAZWOPER) Manager / Supervisor OSHA 29 CFR 1910.120 (e)(3)**

Personnel who work on a hazardous waste site must be under the direct supervision of a trained supervisor. The HAZWOPER 40-hour training must be taken prior to this 1-day training event.

This 1-day training event includes:

- Health and Safety Program,
- Personal Protective Equipment,
- Hazard Monitoring,
- Decontamination Plan,
- Documentation requirements.

# **Department of Transportation (DOT)**

## **Training for Hazardous Materials**

### **Shipping**

**This training is required by the DOT, 49 CFR 172/HM 126F, for individuals who:**

- 1) Load, unload, or handle hazardous materials
- 2) Prepares hazardous materials for transportation
- 3) Is responsible for safety of transporting hazardous materials
- 4) Operates a vehicle used to transport hazardous materials

Federal regulations require hazardous materials training for every employee who causes hazardous materials to be shipped in commerce. Personnel must be trained at least once every **three (3) years**. New employees must be trained within **90 days** of employment or within **90 days** of a change of responsibilities

#### **Our training program includes:**

- Homeland Security Regulations as of December 2003
- DOT Drug Education for Supervisors
- General awareness/familiarization training
- Function specific training
- Safety training
- Each participant will receive a copy of the *Hazardous Materials Compliance Pocket Guide*. The pocket guide will serve as a training aid and an excellent reference document once the training has been completed.

# **Process Safety Management**

## **for Highly Hazardous Chemicals**

### **OSHA 29 CFR 1910.119**

Both OSHA and EPA require training for employees operating processes covered by the standard. They must be trained in the overview of the process and in the operating procedures. The training must emphasize specific safety and health hazards, emergency operations and safe work practices. A process is any activity or combination of activities including any use, storage, manufacturing, handling or on-site movement of hazardous chemicals. Documented initial training must occur before assignment, as well as scheduled refresher training.

#### **APPLICATION:**

This standard applies to any process, which contains a threshold quantity or greater amount of a toxic or reactive chemical as specified in Appendix A. Also, it applies to 10,000 pounds or greater amounts of flammable liquids and gases.

#### **Course Objectives:**

1. Introduction to requirements of OSHA 29CFR 1910.119
2. Minimize consequences of a catastrophic release of toxic, reactive, flammable or explosive chemical from the process
3. Awareness of the “Fourteen Points” required in the standards, to include:
  - Process Safety Information
  - Employee Involvement
  - Process Hazard Analysis
  - Operating Procedures
  - Training Requirements
  - Contractor Safety
  - Pre-startup Safety Review
  - Mechanical Integrity
  - Hot Work Requirements
  - Management of Change
  - Incident Investigation
  - Emergency Planning and Response
  - Compliance Audits
  - Trade Secrets

#### **Training Requirements:**

.Documented initial training must occur before assignment, as well as scheduled refresher training.

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# **Permit Required Confined Space Safety**

## **OSHA 29 CFR 1910.146**

This course is designed to enable participants to recognize, evaluate, and reduce safety and health hazards associated with permit required confined space entry. The program helps the students understand the OSHA requirements 29 CFR 1910.146, for Permitted Confine Space Entry. The program includes, but limited to; introduction to Written Confined Space Entry Program, Monitoring/Testing of Atmosphere, Understanding of Confined Space Hazards, Duties of: Authorized Entrants, Attendants and Supervisors, Proper use of PPE and Understanding use of Confined Space Entry Equipment.

### **Course Objectives:**

1. Introduction to the Confined Space Standard OSHA 29 CFR 1910.146
2. Definitions under “1910.146”
3. Hazard Determination
4. Site Evaluation and Identification
5. Air Quality Analysis
6. Lockout & Tagout requirements
7. Entry Permits
8. Personal Protective Equipment
9. Respiratory Protection
10. Rescue Requirements and Techniques
11. Site Safety Requirements
12. Skills Session
13. Hands-on Entry

### **Training Requirements:**

- a. Initially, prior to working in “Confined Spaces”
- b. Specific training in new confined space hazards.
- c. Refresher training is recommended in intervals of three years, or as specified by Company protocol.

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# **Employee Emergency Response & Egress/Evacuation Plans – Fire Protection/Prevention Plans**

## **OSHA 29 CFR 1910.38**

OSHA requires employers to prepare an Emergency Response Plan, which will ensure the health and safety of all employees in the event of fire, medical emergency, or similar incident, which may affect the health or safety of employees. Each employee must be educated annually in the company's emergency response procedures and fire response plan.

### **Course Objectives:**

1. Introduction to the Emergency Response Standard – OSHA 29 CFR 1910.38
2. The Emergency Response Chain of Command
3. Emergency Communications
4. Accounting of Personnel
5. Identification of Workplace Fire Hazards
6. Procedures for Performing Emergency Shut Down Operations
7. Rescue and Medical Response
8. Additional Reporting

### **Training Requirements:**

- a. When an Initial Emergency Plan is developed
- b. For all new employees
- c. When procedures have been updated
- d. When exercises show that performance must be improved
- e. At least annually

# **Emergency First Aid / CPR / AED**

## **OSHA 29 CFR 1910.50**

This program provides training in First Aid and CPR for all members of Emergency Response Teams and for employees who may be involved in an emergency incident requiring Cardiopulmonary Resuscitation or First Aid Services.

### **Course Objectives:**

1. Emergency Response Plans
2. Emergency Communications
3. First Aid Response Techniques
4. Hemorrhage Control / Impaled Objects
5. Fractures / Sprains & Strains
6. Shock
7. Electrocution
8. Burns
9. Heat and Cold Injuries
10. Seizures
11. Spinal Injuries
12. Artificial Respiration
13. Cardiopulmonary Resuscitation (CPR)
14. Automated External Defibrillator (AED)

### **Training Requirements:**

- a. For all new employees who may render First Aid
- b. When exercise shows that performance must be improved
- c. 2 Year Certificate

**Class length: First Aid / CPR, 4.5 Hours**

**With AED – 6.5 Hours**

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# **Hazard Communication**

## **Employee Right-To-Know**

### **OSHA 29 CFR 1910.1200/1926.59**

OSHA requires training in this standard for all employees who may be exposed to a hazardous chemical under normal operating conditions or in foreseeable emergencies. (Office workers and other employees who may encounter hazardous chemicals in non-routine circumstances are exempt from this standard).

#### **Course Objectives:**

1. Introduction to the Hazard Communication Standard
2. Definitions relative to 1910.1200
3. Properties of Hazardous Materials
4. Containers and Labeling Requirements
5. Physical and Health Hazards involving Hazardous Materials
6. Material Safety Data Sheets
  - a. How to read an MSDS
  - b. Where to find MSDS
  - c. Employer Requirements
  - d. Employee Requirements
  - e. Procedures for Purchasing Hazardous Materials
7. Exposure Prevention
8. Personal Protective Equipment
9. Safe Work Practices
10. Company Hazard Communication Policies and Procedures

#### **Training Requirements:**

- a. For all new employees
- b. When procedures or policies have been updated
- c. When new hazards are introduced into the workplace
- d. Annually

# **10 / 30 Hour OSHA Construction Industry Outreach Program**

**An introduction to OSHA construction industry health and safety standards, pursuant to 29CFR 1926. Designed for front line supervisors and others responsible for construction operations, the course provides basic knowledge and understanding of OSHA standards. Course topics include, but are not limited to the following:**

- Introduction and Use of OSHA Standards
- OSHA Act, General Duty Clause
- Employee / Employer Responsibilities
- Competent Person / Defined
- Hazard Communication Standard
- First Aid / CPR / AED
- Accident Investigations, Site Inspections
- General Healthy & Safety Provisions
- Housekeeping, Sanitary
- Personal Protection Equipment
- Confined Space
- Fire Protection, Prevention, & Safety
- Welding & Burning
- Hand & Power Tool Safety
- Electrical Standards
- GFCIs, Lock Out / Tag Out
- Ladders, Scaffolding, Lifts
- Fall Protection
- Trenching & Excavations
- Material Handling, Storage, Disposal
- Cranes, Derricks, Hoists
- Stairways, Floors & Openings

✓ **Program may be tailored to your specific needs.**

**10-Hour class carries 10.0 PDH credits**

**30-Hour class carries 30.0 PDH credits**

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# **10 / 30 Hour OSHA General Industry Outreach Program**

**An introduction to OSHA general industry health and safety standards, pursuant to 29CFR 1910. Designed for front line supervisors and others responsible for safety during performance of general industry operations and procedures. The course provides basic knowledge and understanding of OSHA standards. Course topics include, but are not limited to the following:**

- Introduction and Use of OSHA Standards
- OSHA Act, General Duty Clause
- Employee / Employer Responsibilities
- Competent Person / Defined
- Accident Investigations, Recordkeeping
- Site Inspections, Citations and Penalties
- General Healthy & Safety Programs
- Hazard Communication Standard
- Emergency Evacuation Plans
- Fire Protection and Prevention
- Flammable and Combustible Liquids
- Personal Protective Equipment
- Walking and Working Surfaces
- Permit Required Confined Space
- Welding, Cutting and Brazing
- Hand & Power Tool Safety
- Electrical Standards
- GFCIs, Lock Out / Tag Out
- Material Handling, Storage, Disposal
- Machine Guarding
- Introduction to Industrial Hygiene
- Bloodborne Pathogens
- Ergonomics

✓ **Program may be tailored to your specific needs.**

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# **Hazardous Energy Control**

## **(Lockout / Tagout)**

### **OSHA 29 CFR 1910.147**

OSHA requires that “Authorized Employees” who are allowed to service or do maintenance on equipment with a potential for the release of energy be trained in:

- Recognition of the applicable hazardous energy source
- Type and Magnitude of the Energy Isolation Control
- Recognition of types of injuries caused by energy releases

Additionally, each “Affected Employee” must be instructed in the purpose, use and prohibitions of the energy control procedure.

#### **Course Objectives:**

1. Explanation of the purpose of the standard and its applications
2. General definitions
3. Identification and evaluation of Hazardous Energy Sources and their Magnitude
4. How to initiate Lockout / Tagout of equipment
5. Review of the Company Lockout / Tagout procedure
6. Chain of Command, Custody of Locks, Tags
7. Safety Evaluation of energy potentials
8. Question and answer session

#### **Training Requirements:**

- a. Initially, prior to implementation
- b. Specific training on new equipment/hazards
- c. When performance must be improved
- d. Annually

# Powered Industrial Vehicles (Forklifts)

## OSHA 29 CFR 1910.178

OSHA requires that only trained and authorized operators be permitted to operate a powered industrial vehicle. Operators must be trained in the safe inspection and operation of powered industrial vehicles.

### **Course Objectives:**

1. Certification
2. Forklift design and operating procedures
3. Pre-use inspection and maintenance
4. Re-fueling and recharging the unit
5. Load positioning and stability – hazardous loads
6. Rules of the road and general safety requirements
7. Material handling and storage requirements
8. Special forklift features – manlifts, fork extensions and work area protection
9. Student hands-on and skills evaluation

### **Training Requirements:**

- a. Initially, prior to use
- b. Specific training on new equipment
- c. When performance must be improved
- d. Refresher programs in intervals of not more than three years

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# **Personal Protective Equipment**

## **OSHA 29 CFR 1910.132**

OSHA requires personnel to be trained in the hazards associated with their job, accident prevention techniques, the use of personal protective equipment and emergency response plans. This employee safety program will assist employers in ensuring worker safety while complying with OSHA requirements governing personal protective equipment use, accident prevention techniques, personal protective equipment inspection and cleaning techniques.

### **Course Objectives:**

1. Introduction to Employee Personal Protection
2. Identifying Hazards
3. Exposure Hazards
4. Hazard Determination
5. Site Safety
6. Personal Protective Equipment (PPE)
  - Foot protection
  - Dermal protection
  - Eye protection
  - Head Protection
  - Hand Protection
7. Personal Protective Equipment Skills
8. Incident Reporting

# Portable Fire Extinguishers

OSHA 29 CFR 1910.157

OSHA requires training in this standard for all employees where the employer has provided portable fire extinguishers for employee use in the workplace. The employer must provide an educational program to familiarize employees in the general principles of fire extinguisher use and the hazards involved with incipient stage fire fighting.

## **Course Objectives:**

1. Established Emergency Chain of Command
2. Emergency Communications
3. Emergency Fire Control Procedures
4. Dynamics of Fire and the combustion process
5. Hazards of combustion
6. Fire Extinguisher Classification and Applications
7. Principles of Fire Extinguisher Use
8. Fire Extinguisher Inspection Procedures
9. Fire Control Techniques
10. Personal Fire Control Safety
11. Identification of Workplace Fire Hazards

## **Training Requirements:**

- a. Initially, when fire extinguisher are introduced into the work force
- b. For all new employees
- c. When procedures have been updated
- d. When exercises show that performance must be improved
- e. Annually

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# **Bloodborne Pathogens Safety**

## **OSHA 29 CFR 1910.1030**

OSHA requires training in this standard for all employees who may potentially be exposed to blood, other potentially infectious materials and other certain bodily fluids that may contain Bloodborne pathogens such as the human immunodeficiency virus (HIV) and the Hepatitis B Virus (HBV).

Training is required for all medical workers/technicians, housekeeping personnel, laundry workers and other personnel who may be exposed to blood or other potentially infectious materials.

### **Course Objectives:**

1. Introduction to the Bloodborne Pathogens Standard OSHA 29 CFR 1910.1030
2. Epidemiology and Symptoms of Bloodborne Diseases
3. Exposure and transmission of BBP
4. Exposure control
5. Task Assessment- Preventing exposure to BBP
6. Work Practice Procedures, Engineering Controls
7. Personal Protective Equipment selection, use, handling, decontamination and disposal
8. Hepatitis B Vaccination, Safety, Benefits, Methods of Administration and Availability
9. Accident/Emergency Procedures, Reporting and Follow-up
10. Warning Labels, Signs and Color Coding

### **Training Requirements:**

- a. At the time of initial assignment to covered duties
- b. At least Annually



# Back Injury Prevention Program

Back injuries account for more than 25% of occupational injuries each year. Comprehensive training in proper lifting techniques, understanding of how the back functions, the effects of diet, fatigue and overall health can help prevent impending injuries. This program is intended to help the employee both at work and at home to maintain good back health.

## **Program Objectives:**

1. Introduction to back injury prevention
2. Anatomy of the back and spine
3. The cause of back injury
4. Proper lifting techniques
5. Preventing back injuries
6. The effects of health and diet on the back
7. Drug abuse and the back
8. Safe load handling skills

## **Training Requirements:**

- a. Prior to performing work, which could cause a back injury
- b. Prior to issuing back belts
- c. After any back injury

# **Fall Protection**

## **OSHA 29 CFR 1926 – Subpart M**

OSHA requires training in fall prevention techniques for all personnel involved in elevated work with an unprotected edge of 6 feet or more to the next landing or to the ground. This program is intended to provide the basic training necessary for employees to evaluate their work area for fall hazards, and to provide appropriate fall protection measure for the prevention of injuries.

### **Course Objectives:**

4. Introduction to OSHA 29 CFR 1926 Subpart M
5. Definitions
6. Determining Roof widths and fall hazards
7. Fall Protection Systems
8. Guardrail Systems
9. Personal Fall Arrest Systems
10. Positioning Device Systems
11. Sample Fall Protection Plan

### **Training Requirements:**

- a. Prior to performing construction work in areas where falls over 6 feet may occur
- b. On new projects using fall protection
- c. After any injury

# **Asbestos Initial Courses**

## **EPA/NYS Accreditation**

### **Contractor/Supervisor Program (40 Hours)**

A contractor may designate a supervisor to serve as their agent for the purpose of accreditation. Supervisors include those who provide supervision and direction to workers engaged in asbestos removal, encapsulation, enclosure and repair. The asbestos contractors and supervisors program will be presented through lectures and a variety of interactive/participatory learning methods. The training program will provide each trainee with sufficient opportunities for practice exercises to thoroughly demonstrate that each trainee has the skills and knowledge to evaluate, select and implement engineering control options in accordance with Federal and State requirements. Supervisors may include those individuals with the position title of foreman, working foreman, or leadman pursuant to collective bargaining agreements.

### **Worker/Handler Program (32 Hours)**

The asbestos handlers training program will be presented through lectures and a variety of interactive/ participatory learning methods. These methods shall provide each student with sufficient opportunities for practice exercises to thoroughly demonstrate that the student can properly perform all aspects of asbestos work and prevent unnecessary exposure to others at the worksite (including the general public). The student will be instructed but not limited to properly constructing and maintaining temporary barriers, proper use of protective equipment, work area cleanup, decontamination and waste disposal techniques.

### **Operations & Maintenance Program (16 Hours)**

This program is for operations and maintenance (O and M) workers who work on minor asbestos projects but do not work on small or large scale asbestos projects. It is intended for all operations and maintenance staff of an employer who performs minor asbestos projects on the premises of that employer.

### **Allied Trades Program (16 Hours)**

This program is designed for trades personnel (plumbers, steamfitters, carpenters, and electricians) who may be entering into and/or working within an asbestos abatement work area. Although such trades are not allowed, and cannot do any type of asbestos removal, the course is intended to allow such trades personnel to conduct repairs on fixtures and other items (within the work area) that do not have asbestos containing material attached.

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# **Asbestos Initial Courses**

## **EPA/NYS Accreditation (continued)**

### **Air Sampling Technician Program - NYS Certification (16 Hours)**

This program is for workers who perform environmental asbestos sampling by applying proper techniques and methods in the selection of sites, collection, handling, recording and chain-of-custody procedures in the transport of environmental air samples. The training fulfills the assessment and monitoring requirements for all background, pre-abatement, abatement and post-abatement asbestos projects in compliance with existing regulations or in performance of investigative studies.

### **Building Inspector Program (24 Hours)**

This program is for workers who collect bulk samples, survey, identify, record and report upon asbestos containing materials associated with any building or structure in compliance with existing regulations or investigative studies. The inspector program will be presented through lectures and a variety of interactive/participatory learning methods. The training program will provide each trainee with sufficient opportunities for practice exercises to thoroughly demonstrate that the trainee can perform the tasks required of an inspector. **PREREQUISITE:** In order to perform the duties of this training program, all certified Building Inspectors for Asbestos must complete the Contractor/Supervisor Initial course and possess a NYS Asbestos Handlers License, or work for an organization which already meets this criteria. **(20.75 PDH credits)**

### **Management Planner Program (16 Hours)**

This program is for those responsible for using data gathered by inspectors to assess the asbestos containing materials hazard in buildings, determine appropriate response actions, and develop a schedule for implementing response actions. Management Planners must complete Building Inspector training followed by this additional two-day program. Possession of a current and valid inspector accreditation shall be considered a prerequisite for admission to the management planner program. The management planner training program will be presented through lectures and demonstrations. **ADDITIONAL PREREQUISITE:** A Building Inspector for Asbestos must complete the Contractor Supervisor Initial course and possess a NYS Asbestos Handlers License or work for an organization which already meets this criteria.

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# **Asbestos Initial Courses**

## **EPA/NYS Accreditation (continued)**

### **Project Designer Program (24 Hours)**

This program is for those who as project designers are responsible for determining how asbestos abatement project work should be conducted. This program shall be presented through lectures, demonstrations and a field trip. **PREREQUISITE:** In order to perform the duties of this training program, all certified Project Designers for Asbestos must complete the Contractor/Supervisor Initial course and possess a NYS Asbestos Handlers License, or work for an organization which already meets this criteria. **(20.75 PDH credits)**

### **Project Monitor Program – NYS Certification (40 Hours)**

A project monitor serves as the on-site representative of the building owner to oversee asbestos abatement work to insure that work is performed in accordance with specifications and in compliance with all Federal, State and local laws. They may also perform the vital role of air monitoring for purposes of determining final clearance. The project monitor program will be presented through lectures and a variety of interactive/participatory learning methods. The program will provide each trainee with sufficient opportunities for practice exercises to thoroughly demonstrate that the trainee has the skills and knowledge necessary to perform all tasks relevant to a project monitor. **PREREQUISITE:** In order to perform the duties of this training program, all certified Project Monitors for Asbestos must complete the Contractor/Supervisor Initial course and possess a NYS Asbestos Handlers License, or work for an organization which already meets this criteria. **(40.00 PDH credits)**

# **Asbestos Refresher Courses**

## **EPA/NYS Accreditation**

### **Contractor/Supervisor Refresher Program (8 Hours)**

The annual refresher training program for this discipline includes the review and update of State, Federal and local regulations, The review and update of key aspects and functions performed, but not limited to, developments in state-of-the-art work practices and safety procedures, work area inspection procedures, recordkeeping required by State and Federal regulations and case studies to highlight important concepts.

### **Worker/Handler Refresher Program (8 Hours)**

The annual refresher training program for this discipline includes the review and update of State, Federal and local regulations, review and update of key aspects of functions performed, developments in state-of-the-art work practices, safety procedures and case studies to highlight important safety concepts.

### **Operations and Maintenance Refresher Program (4 Hours)**

The annual refresher training program for this discipline includes the review and update of State, Federal and local regulations, review key aspects of functions performed, developments in the state-of-the-art work practices, safety procedures and review of recognition of damaged asbestos material and proper handling methods of handling asbestos material.

### **Allied Trades Refresher Program (4 Hours)**

The annual refresher training program for this discipline includes the review and update of state, federal, and local regulations. It also includes a review and update of key aspects of functions that the trades person can or cannot perform, safety procedures, and case studies to highlight important safety concepts.

### **Air Sampling Technician Refresher Training – NYS Certification (4 Hours)**

The annual refresher training program for this discipline includes the review and update of State, Federal and local regulations, review and update of key aspects of functions performed by asbestos project sampling technicians, developments in the state-of-the-art work practices, safety procedures and case studies to highlight important concepts.

### **Building Inspector Refresher Training Program (4 Hours)**

The annual refresher training program for this discipline includes the review and update of State, Federal and local regulations, review and update of key aspects of functions performed by an inspector, developments in the state-of-the-art work practices, safety procedures and case studies to highlight important concepts. **(4.0 PDH credits)**

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# Asbestos Refresher Courses

## EPA/NYS Accreditation (continued)

### **Management Planner Refresher Program (4 Hours)**

The annual refresher training program for this discipline includes the inspector refresher training program, the review and update of State, Federal and local regulations, review and update of key aspects of functions performed by asbestos project sampling technicians, developments in the state-of-the-art work practices, safety procedures and case studies to highlight important concepts.

### **Project Designer Refresher Program (8 Hours)**

The annual refresher training program for this discipline includes the review and update of State, Federal and local regulations, review and update of key aspects of functions performed by asbestos project designer, developments in the state-of-the-art work practices, safety procedures and case studies to highlight important concepts. **(6.75 PDH credits)**

### **Project Monitor Refresher Program – NYS Certification (8 Hours)**

The annual refresher training program for this discipline includes the review and update of State, Federal and local regulations, review and update of key aspects of functions performed by project monitor including, but not limited to: developments in the state-of-the-art work practices, safety procedures, work area inspection, air sampling strategies, recordkeeping and case studies to highlight important concepts. **(6.75 PDH credits)**

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