Navajo Nation Safety & Loss Control Program
Safety & Health Awareness Training – Fall Schedule
SLCP / RMP Conference Room
Administration Building One, 2nd Floor, Window Rock, AZ
Session 1 Class Begins: 9AM-12PM (AM class Only)

**OCTOBER 2019**

<table>
<thead>
<tr>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Wilfred Keeto</td>
<td>Dicky Bain</td>
<td>John Platero</td>
<td></td>
</tr>
<tr>
<td>01</td>
<td>Lock-out and Tag-out</td>
<td>02 Emergency Action Plan</td>
<td>03 Bloodborne Pathogen</td>
<td></td>
</tr>
<tr>
<td>07</td>
<td>08 General Office Safety</td>
<td>09 General Electrical Safety</td>
<td>10 Fire Prevention Safety</td>
<td>11</td>
</tr>
<tr>
<td>14</td>
<td>15 Introduction to Mold &amp; Asbestos</td>
<td>16 Confined Space Training</td>
<td>17 Facility Inspection</td>
<td>18</td>
</tr>
<tr>
<td>21</td>
<td>22 Ergonomic Awareness</td>
<td>23 Understanding Safety Data Sheet (SDS)</td>
<td>24 Personal Protective Equipment (PPE)</td>
<td>25</td>
</tr>
<tr>
<td>28</td>
<td>29 Hazard Communication</td>
<td>30 Written Safety &amp; Health Programs</td>
<td>31 Emergency Action Plan</td>
<td></td>
</tr>
</tbody>
</table>

Call and request for on-site safety presentation at your location.
Schedule is subject to change. Call to enroll at (928) 871-6085

---

Navajo Nation Safety & Loss Control Program
Safety & Health Awareness Training - Fall Schedule
SLCP / RMP Conference Room
Administration Building One, 2nd Floor, Window Rock, AZ
Session 1 Class Begins: 9AM-12PM (AM class Only)

**NOVEMBER 2019**

<table>
<thead>
<tr>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Wilfred Keeto</td>
<td>Dicky Bain</td>
<td>John Platero</td>
<td></td>
</tr>
<tr>
<td>04</td>
<td>05 Trenching and Excavation Safety</td>
<td>06 Emergency Action Plan</td>
<td>07 General &amp; Office Safety</td>
<td>08</td>
</tr>
<tr>
<td>11</td>
<td>12 Bloodborne Pathogen</td>
<td>13 Personal Protective Equipment (PPE)</td>
<td>14 Hazard Communication HAZCOM</td>
<td>15</td>
</tr>
<tr>
<td>18</td>
<td>19 General Electrical Safety</td>
<td>20 Lock-out and Tag-out</td>
<td>21 Fire Prevention Safety</td>
<td>22</td>
</tr>
<tr>
<td>25</td>
<td>26 NO TRAINING</td>
<td>27 NO TRAINING</td>
<td>28 HOLIDAY</td>
<td>29 NN Family Day</td>
</tr>
</tbody>
</table>

Call and request for on-site safety presentation at your location.
Schedule is subject to change. Call to enroll at (928) 871-6085
Navajo Nation Safety & Loss Control Program
Safety & Health Awareness Training - Fall Schedule
SLCP / RMP Conference Room
Administration Building One, 2nd Floor, Window Rock, AZ
Session 1 Class Begins: 9AM-12PM (AM class Only)

DECEMBER 2019

<table>
<thead>
<tr>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
</tr>
</thead>
<tbody>
<tr>
<td>Instructors</td>
<td>Wilfred Keeto</td>
<td>Dicky Bain</td>
<td>John Platero</td>
<td></td>
</tr>
<tr>
<td>02</td>
<td>Labor Day</td>
<td>04</td>
<td>05</td>
<td>06</td>
</tr>
<tr>
<td></td>
<td>Emergency Action Plan</td>
<td>Back Safety</td>
<td>Understanding Safety Data Sheet (SDS)</td>
<td></td>
</tr>
<tr>
<td>09</td>
<td>10 Ergonomic</td>
<td>11 Hazard</td>
<td>12 Personal Protective Equipment (PPE)</td>
<td>13</td>
</tr>
<tr>
<td></td>
<td>Awareness</td>
<td>Communication HAZCOM</td>
<td></td>
<td></td>
</tr>
<tr>
<td>16</td>
<td>17 Facility Inspection</td>
<td>18 Lock-out and Tag-out</td>
<td>19 Asbestos Awareness</td>
<td>20</td>
</tr>
<tr>
<td>23</td>
<td>24 No Training</td>
<td>25 No Training</td>
<td>26 No Training</td>
<td>27</td>
</tr>
<tr>
<td>30</td>
<td>31 No Training</td>
<td>01 No Training</td>
<td>02 No Training</td>
<td>03</td>
</tr>
</tbody>
</table>

Call and request for on-site safety presentation at your location.
Schedule is subject to change. Call to enroll at (928) 871-6085

Safety Training List
Information: 928-871-6085 Administration Building One, Window Rock, AZ

General & Office Safety:
General overview on safety and Health. This interactive course is designed to familiarize new employees with the safety program and engage them in actively controlling workplace hazards, thereby helping prevent accidents.

Personal Protective Equipment (PPE):
This course provide information to help attendees conduct workplace assessments to determine if hazards are present, or are likely to be present, which necessitate the use of PPE. Course covers PPE for the eyes, face, foot, head and hands.

Blood borne Pathogens:
This course review what Bloodborne pathogens are, where they are found and the symptoms of hepatitis B and HIV/AIDS and the transmission of bloodborne diseases and routes of entry. The topic explains misconceptions, preventing infections, using PPE and handling sharps and spills

Fire Prevention Safety Training:
Teaches employees how they can help reduce the risk of fire and what to do in the event of one. A review of OSHA’s top ten reasons why most workplace fire occur. How to properly store flammable liquids and best disposal. Proper selection and use of portable fire extinguishers.

Confined Space Training:
This course increase employees’ knowledge of the hazards associated with entering confined spaces. Includes specific control techniques and the basic pre-entry procedures to safely perform work will be reviewed.

Lock-out and Tag-out (Control of hazardous Energy):
This course focuses on stored, potentially hazardous energy sources: how to identify them, procedures required to help avoid life Threatening situations, how to achieve a “zero energy state,” when to use locks and tags and rules to follow when using multiple locks.
General Electrical Safety:
The importance and purpose of safe work practices for performing tasks around potentially hazardous electrical conditions in the workplace are discussed. This course provides students with the basic knowledge necessary to help avoid or minimize electric shock or electrocution.

Hazard Communication/HAZCOM:
OSHA requires employees that are exposed to hazardous chemicals in the workplace receive HAZCOM training. This course provides managers, supervisors and employees with steps-by-step solutions for complying with each of the five major sections under OSHA’s Hazard Communication standard. OSHA’s revised the Hazard Communication Standard aligned with GHS is in effect, and all employees must be trained on the new label elements and SDS format by December 1, 2013.

Trenching and Excavation Safety:
Participants will be instructed on field applications that help minimize the risks of employee injuries, accidents and equipment failures on the worksite. Course topic include hazard recognition, competent person roles and responsibilities, soil classification, site inspections, protective systems and general requirements of the trench and excavation regulatory standard.

Back Safety:
The topic provides practical knowledge of back safety to help reduce the risk of injury or aggravating a pre-existing back problem. The anatomy of the spine is covered in order to understand how injury occurs and can be prevented. The different categories of back problems are reviewed and also include their common causes, first aid techniques, proper back posture methods and proper lifting procedures. Application of these basic back safety principles and practices both on and off the job can prevent the pain, discomfort and sometimes, disabling effects of an injury to the back.

Asbestos Awareness:
Asbestos has become one of the most talked about hazardous materials in the workplace. This training course will give the background of what asbestos is, the places the products where it can be found and what real dangers it may pose. The presentation will also cover the composition, types, uses, health hazards and diseases associated with asbestos. A review of workplace programs, labeling requirements and the OSHA standard will also be conducted.

Facility Inspection:
Safety & Loss Control Program has a variety of facility inspection checklists available to assist supervisors, chapter officials and employees charged with conducting inspection of their facility or specific work area. Such as buildings, electrical hazards, maintenance shops, warehouses, fire prevention and chemical storage.

Written Safety& Health Programs:
OSHA requires several different safety, health and environmental written programs to be developed and maintained. These written programs must be updated when there are changes to policies, procedures, equipment or site issues affecting an employee’s job. General purpose programs and site-specific programs developed during session. Such as BBP, EAP, Fall Protection Plan, Fire Prevention Plan, HAZCom, LO/TO, and Confined Space Plan

Ergonomic Awareness:
Ergonomics is the scientific study of people at work. The goal of ergonomics is to reduce stress and eliminate injuries and disorders associated with the overuse of muscles, bad posture, and repeated tasks. This is accomplished by designing tasks, work spaces, controls, displays, tools, lighting, and equipment to fit the employee’s physical capabilities and limitations.

Call and request for a customized “on-site” safety presentation.
2019 Navajo Nation Safety Orientation

Hosted by the Navajo Nation Safety & Loss Control Program

The NN Safety Loss /Control Program is located at the
Administrative Building #1,
(Second Floor-South Side)
Window Rock, AZ

Knowing Safety is Not Enough
Practice It!

The Training is FREE!!!

Register ASAP. Limited 15 per classroom
Fax Registration to: 928-871-6087

Name: ____________________________
Title: ____________________________
Program: __________________________
Address: __________________________

* Phone: __________________________
* E-Mail: __________________________

Indicate Training Dates: __________________________

Dates: October—December 2019
Time: Tues, Wed. & Thurs
9:00 am-12:00pm
Where: SLCP / RMP Conference Room, Administrative Building #1

Who should attend:

- NN Employees ONLY
- Navajo Nation Chapter Officials / Chapter Staff
- Enterprise Personnel

Safety Topics for October thru December includes the following:

- General Safety
- Fire Prevention
- Safety Inspections—tribal insured buildings
- Hazard Communication / GHS
- See Fall 2019 Schedule (Attached)

Contact Person:
Michelle Shorty at:
Ph: (928) 871-6085
Fax: (928) 871-6087
Email: mshorty@navajo-nsn.gov

*Registration form has to be submitted in order to attend classes*