



# Naval Safety and Environmental Training Center FY 25 Course Catalog

# Naval Safety and Environmental Training Center

## Mission Statement

Provide quality education and training for military and civilian Navy and Marine Corps personnel, both afloat and ashore, in the areas of safety and occupational health (SOH), industrial hygiene (IH), environmental protection and emergency management (EEM) leading to:

- Enhanced operational readiness
- Stewardship through compliance with applicable regulations
- A safer and healthier workplace
- Reduced worker's compensation costs



## Accreditation

The Naval Safety and Environmental Training Center is accredited by the Commission of the Council on Occupational Education (COE). The training center received COE accreditation in September 2023.

## Reserving a Quota

All quotas must be reserved via eNTRS or by contacting the Naval Safety and Environmental Training Center. All course communication will be provided via the email address provided when the quota is reserved. If an incorrect email is provided, the student will NOT receive course information or login information.

### TO REQUEST A QUOTA FOR A COURSE:

- You will only be able to request a quota for the current quarter and the next quarter. Quotas will not open until the beginning of the previous quarter.
- The preferred method is the eNTRS quota management system website, <https://app.prod.cetars.training.navy.mil/eNTRS/>. You will need a CAC to access this website. If you do not have access to eNTRS you can request access on the bottom of the CeTARS homepage, <https://main.prod.cetars.training.navy.mil/cetars/main.html>
- If you are unable to use eNTRS and would like to request a quota, you can contact NAVSAFENVTRACEN Quota Control, at [navsafenvtracen.quotas@us.navy.mil](mailto:navsafenvtracen.quotas@us.navy.mil). Email requests must include the course name, CDP, course date, student's name, DOD ID number, rate, UIC, and the student's email address.
- All quota requests require the student's email address and will be disapproved if not provided. One additional email address is allowed (email addresses must be separated by a comma, no space).
- Students in online courses will be emailed login information, NLT 72 hours prior to the course start date. Email will be sent to the email address provided during the quota request process.
- The NAVSAFENVTRACEN website provides schedule information needed for the quota request process: <https://navalsafetycommand.navy.mil/learning/NAVSAFENVTRACEN/Course-Schedule/>.

### WAIVER:

Justification must be provided for all students who fail to meet course prerequisites prior to quota approval using NETC Prerequisite Waiver Request Form (NETC Form 1500/8). The waiver request must be routed to the student's Immediate Superior in Command (ISIC) / Type Commander (TYCOM) and then to NAVSAFENVTRACEN's Curriculum Control Authority (CCA) for final approval. NAVSAFENVTRACEN will return the completed form to the requestor for use in obtaining the specific Class/Quota.

### CONTRACTOR:

All contractor quota requests must list a contract number and contracting officer representative contact information in the reservation comments. Statement of works must state the contractor is required to complete the course to perform their assigned duties.

### NO SHOWS:

A list of students with a confirmed quota who do not attend the course or retain a quota when they do not meet the course prerequisites will be documented and sent to stakeholder leadership quarterly. A student will be marked as a no show if:

- A command/activity has a quota for a student who does not report for a course of instruction (COI) and the command does not provide a replacement student at the initial class muster.
- A command cancels a granted quota in 4 or fewer working days prior to a course convening without providing a replacement.

- A student does not meet course prerequisites.
- A student is absent from the COI to the extent that they cannot obtain credit for the course. This includes command recalls of students and student drops.

## Bi-Weekly Updates

NAVSAFENVTRACEN Executive Director issues a bi-weekly update twice a month. The update provides training center updates that impact our customer, helpful reminders about quota releases and upcoming events, our current course schedule, and a list of no-show students. The update is sent via email and is listed on our website. If you would like to join our distro, please send your request to [NRFK\\_NAVSAFENVTRACEN\\_WEBMSG@NAVY.MIL](mailto:NRFK_NAVSAFENVTRACEN_WEBMSG@NAVY.MIL). You can find the update on our website here, <https://navalsafetycommand.navy.mil/Learning/NAVSAFENVTRACEN/Executive-Director-Bi-Weekly-Update/>.

## Student Grievance Policy

**For all non-school related issues:** Students should use their primary chain of command.

**For all other schoolhouse-related issues:** Students should follow the process described below:

Most student complaints/grievances can be resolved informally by discussing the matter with the lead instructor, who may consult with the Course Manager and Department Head.

If a student's complaint cannot be resolved informally by working with the lead instructor and departmental leadership, the student may submit a written description of the issue, along with supporting documentation (if applicable), to the NAVSAFENVTRACEN Executive Director. Lead Instructors will provide access to NAVSAFENVTRACEN's Executive Director either in person or by e-mail.

NAVSAFENVTRACEN will examine the submission and provide an appropriate response and a written resolution description.

If the response is not satisfactory to the student, they may request NAVSAFENVTRACEN forward the submission to the next higher authority, NAVSAFENVTRACEN Commanding Officer, for review and possible investigation.

NAVSAFENVTRACEN Commanding Officer will examine the submission and provide an appropriate response and a written resolution description. All decisions by the NAVSAFENVTRACEN Commanding Officer are final.

While the appeals and grievance decisions of the school are final, students may inform our accrediting agency, the Council on Occupational Education (COE), at the address below if they feel their issues are not satisfactorily resolved:

Council on Occupational Education (COE)  
7840 Roswell Road  
Building 300, Suite 325  
Atlanta, GA 30350  
Telephone: (800) 917-2081

## Course Schedule/Locations

Course dates and locations are located on our course schedule. Course locations will be posted two weeks prior to the course start date. Use the link below to access the course schedule.

<https://navalsafetycommand.navy.mil/Learning/NAVSAFENVTRACEN/Course-Schedule/>

## Resident Start Times

All resident classes begin at 0800 local time and end at 1600, unless otherwise noted on the course schedule listed on the NAVSAFENVTRACEN website. Students must notify NAVSAFENVTRACEN if they cannot arrive by 0800 by contacting the course instructor or emailing NRFK\_NAVSAFENVTRACEN\_WEBMSG@NAVY.MIL. The initial class muster will be taken Day 1 at 0815, at this time any empty seats will be opened to waitlisted students. If a student arrives after the initial muster, their seat is provided to a waitlisted student. Students cannot miss more than 20 percent of any class and must be present at the initial muster. It is strongly recommended that military personnel NOT stand duty while attending NAVSAFENVTRACEN courses.

## Global Online Course Information

All NAVSAFENVTRACEN online courses are delivered via a blended asynchronous and synchronous virtual format using learning management systems such as Adobe Connect and Sakai. NAVSAFENVTRACEN's learning management system is a web-based learning portal that allows student-access to course resources, announcements, student-teacher communication, asynchronous assignments, and end-of-course completion certificates. Online courses CAN be taken on personal computers. The learning platform website is NOT CAC-enabled.

The Adobe Connect platform allows students to engage in synchronous learning sessions with the course instructor and classmates in real-time. No CAC is required for access to the learning portals. Both can be accessed via a NMCI and non-NMCI device. A headset with a microphone is recommended.

### Global Online Course Access:

Students will receive course access NLT 72 hours prior to the course start date. Information regarding course access will be provided via the email address used to reserve the quota. If the email is incorrect, the student will not receive course access information.

### Live Session:

NAVSAFENVTRACEN Global Online courses require daily live session attendance. Students will connect with the instructor and other students via Adobe Connect using headphones or speakers, a microphone is recommended. Use the links below to test access to an example live session. If you are unable to connect, contact your network administrator.

<https://navsafetc.adobeconnect.com/livesessionstest/>

[https://navsafetc.adobeconnect.com/common/help/en/support/meeting\\_test.htm](https://navsafetc.adobeconnect.com/common/help/en/support/meeting_test.htm)

## Active Courses

### Purpose, Scope, Prerequisites, and Special Notes

#### Afloat Environmental Protection Coordinator

##### Global Online

**CIN:** A-4J-0022

**CDP:** 09ER

**Course Length:** 2 days (16 Hours)

**Class Size:** 45

**Purpose:** The Afloat Environmental Protection Coordinator course provides assigned collateral-duty shipboard Environmental Protection Coordinators with training to establish and operate a ship's environmental protection program according to SECNAVINST 5090.7B, SECNAVINST 5090.6B, SECNAVINST 5090.8B, OPNAVINST 5090.1E, and OPNAV M-5090.1.

**Scope:** Course content includes learning objectives focused on duties and tasks to advise the Commanding Officer on shipboard discharge events as identified in the SECNAVINST 5090.7B, SECNAVINST 5090.6B, SECNAVINST 5090.8B, OPNAVINST 5090.1E, and OPNAV M-5090.1, use of Protective Measures Assessment Protocol for routine Navy training and exercises, protection of marine species and endangered animals and prevention and corrective actions for Oil Spill and Hazardous Substance releases.

**Prerequisites:** Enlisted E-6 through E-9, and officer personnel assigned as Afloat Environmental Protection Coordinators or Environmental Compliance Officers on board ships, submarines, and afloat staffs.

**Note:** Live session attendance is required for this course.

#### Asbestos Inspector Initial

##### Resident

**CIN:** A-493-0014

**CDP:** 3878

**Course Length:** 3 days (24 Hours)

**Class Size:** 25

**Purpose:** This course provides Navy military and civilian personnel with knowledge to perform inspections and evaluate/interpret previous inspection reports to determine if an adequate inspection was performed. Additionally, students will be given practical experience on how to obtain a bulk sample, and document appropriately according to regulatory standards. Personnel will be able to complete asbestos inspections of buildings/facilities at their activity.

**Scope:** This course is EPA accredited under TSCA, Title II, § 206. Course content includes the background, characteristics, and health effects of asbestos; understanding building systems; functions, qualifications and role of the inspector; inspecting for friable and non-friable asbestos containing building material (ACBM); bulk sampling; legal implications and liabilities; public relations; pre-inspection planning and records review; record keeping; regulatory review and a field trip in which inspection, hazard assessment, and sampling techniques are applied under the guidance of an experienced inspector.

**Prerequisites:** Civilian and military personnel who are designated as asbestos inspector for their respective activity/facility.

## Asbestos Inspector Refresher

### Resident

**CIN:** A-493-0015

**CDP:** 3879

**Course Length:** ½ Day (4 hours)

**Class Size:** 30

**Purpose:** The purpose of this course is to provide EPA-accredited annual recertification training for civilian and military personnel involved in inspections of buildings and facilities at their activity. This course is EPA accredited under TSCA, Title II, § 206.

**Scope:** Course content includes the background, characteristics, and health effects of asbestos; understanding building systems; functions, qualifications and role of the inspector; inspecting for friable and non-friable asbestos containing building material (ACBM); bulk sampling; legal implications and liabilities; public relations; pre-inspection planning and records review; record keeping.

**Prerequisites:** Navy military and civilian personnel who are designated as Asbestos Inspector for their respective activity/facility. Personnel needing initial certification may not attend this course. Personnel must provide evidence of initial or annual recertification prior to being granted a certificate from this course. Training certification expires 12-months from the date of the course, after which personnel must be recertified annually to continue to perform duties as an asbestos inspector. Personnel are eligible to attend if within 24 months of previous certification date.

## Asbestos Management Planner Initial

### Resident

**CIN:** A-493-0019

**CDP:** 3882

**Course Length:** 2 days (16 Hours)

**Class Size:** 25

**Purpose:** This course provides Navy military and civilian personnel with knowledge to perform evaluations and interpretations of previous inspection reports to determine response actions, set priorities for abatement and develop an Operations and Maintenance Plan (O&M) according to regulatory standards. This course is EPA accredited under TSCA, Title II, § 206.

**Scope:** Course content includes the functions, qualifications and role of the management planner; legal implications and liabilities; evaluation and selection of control (abatement) options; development of an O&M plan; regulatory review; record keeping; assembling and submitting a management plan and financing abatement actions.

**Prerequisites:** Civilian and military personnel who are designated as Asbestos Management Planner for their respective activity/facility. Personnel seeking accreditation must complete an Asbestos Inspector training course in conjunction with the Asbestos Management Planner training course.

## Asbestos Management Planner Refresher

### Resident

**CIN:** A-493-0020

**CDP:** 3888

**Course Length:** ½ Day (4 hours)

**Class Size:** 30

**Purpose:** This course provides Navy military and civilian personnel with EPA-accredited annual recertification training for the Asbestos Management Planner. This course is EPA accredited under

TSCA, Title II, § 206.

**Scope:** Course content includes the functions, qualifications and role of the management planner; legal implications and liabilities; evaluation and selection of control (abatement) options; development of an O&M plan; regulatory review; record keeping; assembling and submitting a management plan and financing abatement actions

**Prerequisites:** Navy military and civilian personnel who are designated as Asbestos Management Planner for their respective activity/facility. Personnel needing initial certification may not attend this course. Personnel must provide evidence of initial or annual recertification in BOTH asbestos Inspector and Management Planner prior to being granted a certificate from this course. Training certification expires 12-months from the date of the course, after which personnel must be recertified annually to continue to perform duties as an asbestos Management Planner. Personnel are eligible to attend if within 24 months of previous certification date.

## Asbestos Supervisor Initial

### Resident

**CIN:** A-493-0069

**CDP:** 450U

**Course Length:** 5 days (40 Hours)

**Class Size:** 25

**Purpose:** This course provides Navy military and civilian workers and supervisors involved in asbestos removal operations with EPA-accredited training on asbestos regulations, inspecting and reporting of asbestos hazards, and managing removal operations. Graduates will receive a one-year NAVSAFENVTRACEN certificate that meets the TSCA, Title II, Section 206 - EPA Model Accreditation Plan certification requirements for "Asbestos Supervisor". This course meets all requirements established by the Asbestos Hazard Emergency Response Act (AHERA), Asbestos School Hazard Abatement and Reauthorization Act (ASHARA), National Emissions Standards for Hazardous Air Pollutants (NESHAP), EPA Worker Protection Rule, Occupational Safety and Health Administration (OSHA) standards, and regulations promulgated by the Department of Transportation (DOT).

**Scope:** Course content includes the physical characteristics of asbestos; potential health effects related to asbestos exposure; employee personal protective equipment; state-of-the-artwork practices; personal hygiene; additional safety hazards; medical monitoring; air monitoring; relevant federal and state regulatory requirements; and establishment of regulated work areas and decontamination units. This course does not qualify personnel in bulk sampling, air sampling or respiratory protection program management.

**Prerequisites:** Navy military and civilian personnel who may be assigned or required to perform or supervise all classes of asbestos removal operations.



## Asbestos Supervisor Refresher

### Resident

**CIN:** A-493-0070

**CDP:** 450V

**Course Length:** 1 day (8 Hours)

**Class Size:** 30

**Purpose:** This course provides Navy military and civilian workers and supervisors involved in all classes of asbestos removal operations with EPA-accredited annual recertification training on asbestos regulations, inspecting and reporting of asbestos hazards, and managing removal operations. Graduates will receive a one-year NAVSAFENVTRACEN certificate that meets the TSCA, Title II, Section 206 - EPA Model Accreditation Plan certification requirements for "Asbestos Supervisor."

**Scope:** Course content includes a review of federal and state regulations and applicable changes to those regulations, along with recent developments in state-of-the art procedures. A review of selected topics from the A-493-0069 course will also be included.

**Prerequisites:** Navy military and civilian personnel who may be assigned or required to perform or supervise all classes of asbestos removal operations who have acquired initial EPA certification require annual recertification. Personnel needing initial certification may not attend this course. Personnel must provide evidence of initial or annual recertification prior to being granted a certificate from this course. Training certification expires 12-months from the date of the course, after which personnel must be recertified annually to continue to perform Class I, II or III asbestos work. Personnel are eligible to attend if within 24 months of previous certification date.

## Aviation Safety Specialist

### Global Online

**CIN:** A-493-0665

**CDP:** 10KW

**Course Length:** 3 Days (24 Hours)

**Class Size:** 45

**Purpose:** The Aviation Safety Specialist course, in accordance with OPNAVINST 3750.6S, OPNAVINST M-5100.23 and OPNAVINST 5100.19F, provides students with the training required to perform their duties as a designated AVSS as defined in OPNAVINST 3750.6S, Chapter 1, Section 107, Para. n. Upon course completion, students will be able to assist the collateral or primary duty Safety Officer or Safety Manager in coordinating the implementation of the Navy Safety and Occupational Health (SOH) Program, Naval Aviation Safety Management System (SMS), Traffic Safety Program, and Recreation and Off-Duty Safety (RODS) Program.

**Scope:** Key elements include: performing administrative and record keeping functions in support of the command safety organization; identifying hazards, unsafe work practices, and health hazardous conditions; assisting in the evaluation of workplace hazards, including periodic workplace monitoring; preparing various safety and mishap reports, maintaining hazard abatement program documentation, and aiding in mishap investigations; arranging or conducting indoctrination and periodic SOH training; disseminating SOH program information throughout the chain of command.

**Prerequisites:** Students must meet the following prerequisites or will require a waiver prior to registering for the course:

1. Eligible ranks/rates: E-4 through E-9 assigned as an Aviation Safety Specialist.
2. If quotas are available 30 days prior the start date, officers may enroll.

**Notes:**

1. Successful completion of this course is a prerequisite of SNEC 825A. Successful completion of this course and completion of the fundamentals section of NAVEDTRA 43460 –4D Personnel Qualification Standard’s watch station 301 must be completed to be awarded SNEC 825A.
2. Live session attendance is required for this course.

## Competent Person for Fall Protection Course

**Resident****CIN:** A-493-0103**CDP:** 12JY**Course Length:** 5 Days (40 Hours)**Class Size:** 25

**Purpose:** The purpose of this course is to train, certify and equip Navy, Marine Corps and DoD Civilian full time safety professionals, supervisors of competent persons, site supervisors, Resident Officers-in Charge of Construction (ROICC), Public Works Department (PWD) Personnel, construction inspectors and similar quality assurance personnel who must also serve as the Competent Person for Fall Protection. Participants will be trained on how to recognize and identify fall-hazards at workplaces; understand best practices, understand criteria and requirements for developing and managing fall protection program; understand hazard and risk assessments; identify selection, safe use, and limitations of fall protection systems and equipment; understand proper storage, care, and maintenance of the equipment; identify applicable fall protection regulations; understand program audits and evaluate criteria; and understand duties, responsibilities and training requirements for personnel involved in the fall protection program.

**Scope:** This course fulfills the training requirements delineated in OPNAV M-5100.23 and applicable supporting references. Training on the use and inspection of horizontal lifelines, demonstration of fall protection system components, vertical lifelines and associated equipment, various drop tests of manikins wearing harnesses and lanyards, connecting personal fall arrest systems to anchorages, demonstrations of donning safety harnesses and fall arresters, identify requirements and proper usage of fall arresters, shown a variety of snap hooks, carabineers and other connectors, fall prevention systems, identification of requirements and/or deficiencies, examples of best practices of fall hazard identification and conducting fall hazard surveys, the use of various climbing ladder fall assist devices, how to inspect fall protection equipment and document inspections, and identifying defects in fall protection equipment.

**Prerequisites:** Must be military personnel, GS-0018 (Safety and Occupational Health Management), GS-0019 (Safety Technician), or GS-0803 (Safety Engineering) classification series, Resident Officers-in Charge of Construction ROICC, Public Works Department personnel, and construction inspectors. Military and civilian designated collateral duty safety personnel and designated Competent Persons for Fall Protection are eligible.

**Note:**

1. Students must wear personal foot protection and utility work clothes or coveralls for required hands-on field exercise training.
2. Shorts or athletic attire is prohibited.
3. Active duty shall wear the appropriate uniform of the day.

## Confined Space Safety

### Resident/Global Online

**CIN:** A-493-0030

**CDP:** 286X

**Course Length:** 5 days (40 Hours)

**Class Size:** 25

**Purpose:** The purpose of the course is to provide Confined Space Program Managers, Gas Free Engineers, and their assistants with the training to establish and oversee a shore maritime and non-maritime Confined Space Entry/Gas Free Engineering Program. The course teaches the application of standards outlined in NAVSEA S6470-AA-SAF-010, OPNAV M-5100.23 and pertinent OSHA standards.

**Scope:** The course content includes the reasons for gas testing; toxicology and health hazards; chemistry; ventilation requirements and calculations; procedures, responsibilities and program requirements; hot work, space cleaning, inserting and pressing-up procedures; selection and use of gas detection instruments; and personal protective equipment. This is a very rigorous and intensive course, which will require after-hours homework such as reading and problem solving. This course includes a field trip to a confined space location. It is recommended personnel bring safety shoes.

**Prerequisites:** Must be designated in writing as the shore activity Confined Space Program Manager, Gas Free Engineer, or assistant.

#### Note:

1. Students must have a strong background in basic algebra and geometry.
2. A minimum test score of:
  - a. 90% (on a 100-Point Scale) is required to graduate from the course for Gas Free Engineer program compliance and receive a certificate of completion OR
  - b. 80% or better (on a 100-Point Scale) is required to graduate from the course for Confined Space Program Manager compliance and receive a certification of completion. The instructor will annotate final grade on student certificate.
3. Students are encouraged to bring a clean set of utilities or coveralls (for civilians: clothes suitable for a field exercise) and safety shoes are suggested. Students must bring a calculator to the course and be able to solve basic algebra and geometric equations.
4. Live session attendance is required for this course.

## Construction Safety Standards

### Resident

**CIN:** A-493-0021

**CDP:** 18BN

**Course Length:** 5 days (30 Hours)

**Class Size:** 35

**Purpose:** The purpose of this course is to provide students with the training necessary to identify, interpret, and apply the 29 CFR 1926 standards at a construction site. Additionally, participants will receive information specific to the Naval Construction Forces (NCF) safety and occupational health program.

**Scope:** Course content includes OSHA construction standards; walking and working surfaces; electrical safety; fire protection and prevention; welding and cutting; material handling and storage; tools (powered and non-powered); excavations; signs, signals and barricades; concrete and masonry construction; construction specific operations; occupational health and environmental controls; personal protective equipment; and hazard recognition, evaluation, and control. Successful completion of this course satisfies the SNEC B22A - Safety Inspector course requirements. Consult the

Navy Enlisted Classification Manual for additional NEC information.

**Prerequisites:** Must be in GS-0018 (Safety and Occupational Health Management), GS-0019 (Safety Technician). Non-safety enlisted personnel (E6 - E8) must be in one of the following ratings: BU, CM, SW CE, UT, EO and EA. Military or civilian collateral duty safety personnel are eligible but must be designated in writing as the activity Occupational Safety and Health manager/safety officer.

**Note:** Students are encouraged to bring a hard hat, safety glasses, and safety shoes for a field trip.

## Emergency Asbestos Response Team

### Resident

**CIN:** A-760-2166

**CDP:** 438J

**Course Length:** 2 days (16 Hours)

**Class Size:** 25

**Purpose:** The purpose of the course is to provide members of a ship's three-person asbestos response team with training on asbestos glove bag application, use, and proper removal.

**Scope:** The course content includes discussion of health hazards and the Navy's asbestos control program, in addition to a laboratory session in personal protective equipment (PPE) use, and an insulation removal/repair mock-up. The course deals only with limited, at-sea asbestos removal, repair, and clean up when three (3) nautical miles or more from U.S. shores.

**Prerequisites:** Personnel must be assigned to a ship's three-person asbestos response team.

## Facility Response Team (FRT) Five Day

### Resident

**CIN:** A-493-0012

**CDP:** 3682

**Course Length:** 5 days (40 Hours)

**Class Size:** 40

**Purpose:** This course covers response to oil spills in harbors and near-shore environments. It provides personnel assigned to the installation Facility Response Team (FRT) with the basic skills needed to perform as a member of the FRT.

**Scope:** Each course is specifically adapted to the spill potential and response equipment at the host facility. Therefore, students from the host facility will benefit more from the course than students from other facilities. The course offers one day of classroom training and four days of on-water practical training. The final day includes an exercise that is designed to test the team members in executing their local Facility Response Plan (FRP). On-water emphasis is to teach the FRT how to contain and recover oil on water as well as executing sensitive area protection strategies as outlined by facility plans. Students gain an understanding of oil spills, regulations concerning their own roles, the FRP and area contingency plan, and how to operate and apply all Naval Facilities Engineering and Expeditionary Warfare Center (NAVFAC EXWC) supplied equipment during a spill event. The safety subjects covered by this course meet the OSHA requirements in 29 CFR 1910.120(q) for First Responder Operations Level.

**Prerequisites:** Civilian and military personnel who are, or may be, designated as leaders and/or team members on the FRT, or facility spill management team members. All Navy active-duty personnel attending must provide proof they hold the 2<sup>nd</sup> Class Swimmer qualification. Proof must be current and provided during course check in.

**Note:** Students must wear a clean set of utilities or coveralls for on the water training.

## Facility Response Team (FRT) Five Day- Onshore Oil Spill Response Member

### Resident

**CIN:** A-493-0112

**CDP:** 30XC

**Course Length:** 5 days (40 Hours)

**Class Size:** 40

**Purpose:** This course covers response to oil spills in harbors and near-shore environments. It provides personnel with the basic skills needed to perform as an onshore oil spill response member to support the installation Facility Response Team (FRT).

**Scope:** Each course is specifically adapted to the spill potential and response equipment at the host facility. Therefore, students from the host facility will benefit more from the course than students from other facilities. The course offers one day of classroom training and four days of onshore practical training for student who are not 2nd class Swimmer qualified. The final day includes an exercise that is designed to test the team members in executing their local Facility Response Plan (FRP). Students gain an understanding of oil spills, regulations concerning their own roles, the FRP and area contingency plan, and how to operate and apply all Naval Facilities Engineering and Expeditionary Warfare Center (NAVFAC EXWC) supplied equipment during a spill event. The safety subjects covered by this course meet the OSHA requirements in 29 CFR 1910.120(q) for First Responder Operations Level. This course DOES NOT certify the individual as a First Responder, Operations Level. Students will be considered onshore oil spill response members.

The onshore responders are required to attend the first day of training as it is lecture based - this will be a requirement for both initial and refresher training. The first day of training will allow FRT instructors to communicate with the onshore personnel of their requirements and responsibilities to ensure they understand. The students will then be required to be present and readily available for all onshore training being conducted, such as vacuum truck, boom reel, etc., to graduate the course. The onshore responders are required to attend the first day of training as it is lecture based - this will be a requirement for both initial and refresher training. The first day of training will allow FRT instructors to communicate with the onshore personnel of their requirements and responsibilities to ensure they understand. The students will then be required to be present and readily available for all onshore training being conducted, such as vacuum truck, boom reel, etc., to graduate the course.

**Prerequisites:** NAVSAFENCTRACEN will not spread quotas for this course. If students registered for FRT 5 Day CIN: A-493-0012 and are not 2nd Class Swim Qualified and complete the course, they will be considered an FRT 5 Day - Onshore Oil Spill Response Member student.

**Note:** Students must wear a clean set of utilities or coveralls for training.

## Facility Response Team (FRT) Three Day

### Resident

**CIN:** A-493-0013

**CDP:** 3683

**Course Length:** 3 days (24 Hours)

**Class Size:** 40

**Purpose:** This is a shortened version of the FRT 5-day course, designed for facilities in need of a shorter course. This course covers response to oil spills in harbors and near-shore environments. It

provides personnel assigned to the installation Facility Response Team (FRT) with the basic skills needed to perform as a member of the FRT.

**Scope:** Each course is specifically adapted to the spill potential and response equipment at the host facility. Therefore, students from the host facility will benefit more from the course than students from other facilities. In a brief classroom session, the students review safety requirements and the Facility Response Plan (FRP). The on- water portion of the course is similar to the 5-day: responding to spill events using Naval Facilities Engineering and Expeditionary Warfare Center (NAVFAC EXWC) supplied spill equipment.

**Prerequisites:** Civilian and military personnel who are or may be designated as leaders and/or team members on the Facility Response Team, or facility spill management team members. All Navy active-duty personnel attending must provide proof they hold the 2<sup>nd</sup> Class Swimmer qualification. Proof must be current and provided during course check in.

**Note:** Students must wear a clean set of utilities or coveralls for on the water training.

## Facility Response Team (FRT) Three Day- Onshore Oil Spill Response Member

### Resident

**CIN:** A-493-0113

**CDP:** 30XD

**Course Length:** 3 days (24 Hours)

**Class Size:** 40

**Purpose:** This course covers response to oil spills in harbors and near-shore environments. It provides personnel with the basic skills needed to perform as an onshore oil spill response member to support the installation Facility Response Team (FRT).

**Scope:** Each course is specifically adapted to the spill potential and response equipment at the host facility. Therefore, students from the host facility will benefit more from the course than students from other facilities. The course offers one day of classroom training and two days of onshore practical training for student who are not 2nd class Swimmer qualified. The final day includes an exercise that is designed to test the team members in executing their local Facility Response Plan (FRP). Students gain an understanding of oil spills, regulations concerning their own roles, the FRP and area contingency plan, and how to operate and apply all Naval Facilities Engineering and Expeditionary Warfare Center (NAVFAC EXWC) supplied equipment during a spill event. The safety subjects covered by this course meet the OSHA requirements in 29 CFR 1910.120(q) for First Responder Operations Level. This course DOES NOT certify the individual as a First Responder, Operations Level. Students will be considered onshore oil spill response members.

The onshore responders are required to attend the first day of training as it is lecture based - this will be a requirement for both initial and refresher training. The first day of training will allow FRT instructors to communicate with the onshore personnel of their requirements and responsibilities to ensure they understand. The students will then be required to be present and readily available for all onshore training being conducted, such as vacuum truck, boom reel, etc., to graduate the course.

**Prerequisites:** NAVSAFENCTRACEN will not spread quotas for this course. If students registered for FRT 3 Day CIN: A-493-0013 and are not 2nd Class Swim Qualified and complete the course, they will be considered an FRT 3 Day - Onshore Oil Spill Response Member student.

**Note:** Students must wear a clean set of utilities or coveralls for training.

## Fall Protection Program Manager

### Global Online

**CIN:** A-493-0099

**CDP:** 12JW

**Course Length:** 3 days (24 Hours)

**Class Size:** 45

**Purpose:** The purpose of this course is to train, certify and equip Navy, Marine Corps and DoD Civilian full time safety professionals, supervisors of competent persons, site supervisors, Resident Officers-in-Charge of Construction (ROICC), Public Works Department (PWD) personnel, construction inspectors and similar quality assurance personnel who must also serve as Fall Protection Program Managers (FPPMs). This course provides training for FPPMs on OPNAV M-5100.23, OPNAVINST 5100.19F and the DON Fall Protection Guide training including requirements in applicable references.

Participants will be trained on how to recognize and identify fall hazards at workplaces; understand best practices, develop criteria and requirements for managing fall protection programs; understand hazard and risk assessments; identify selection, safe use, and limitations of fall protection systems and equipment; understand proper storage, care, and maintenance of the equipment; identify applicable fall protection regulations; understand program audits and evaluate criteria; and understand duties, responsibilities and training requirements for personnel involved in the fall protection program.

**Scope:** This course fulfills the training requirements delineated in DoD Instruction (DoDI) 6055.1, Department of the Navy Fall Protection Guide, OPNAV M-5100.23, Chapter 13, NAVMC DIR 5100.8 Chapter 18, ANSI Z359 Fall Protection Code, 29 CFR 1910, Title 29 CFR 1910.140, Title 29 CFR 1915, Title 29 CFR 1918, 29 CFR 1926 Subpart M, and United States Army Corps of Engineers EM 385-1-1, OPNAVINST 5102.1D/MCO P5102.1B, Naval Ships' Technical Manual Chapter 600 Vol 3, NAVSUP 538 Management of Materials Handling Equipment and Shipboard Mobile Support Equipment.

**Prerequisites:** Must be military personnel, GS-0018 (Safety and Occupational Health Management), GS-0019 (Safety Technician), or GS-0803 (Safety Engineering) classification series, ROICC, Public Works Department Personnel, or construction inspectors. Military or civilian collateral duty safety personnel are eligible.

**Note:** Live session attendance is required for this course.

## Fire Protection and Life Safety

### Resident

**CIN:** A-493-0075

**CDP:** 714U

**Course Length:** 4 days (32 Hours)

**Class Size:** 30

**Purpose:** The course introduces the student to the recognition of potential fire hazards and emergency procedures.

**Scope:** Topics include the chemistry of fire, types/effectiveness of extinguishing agents, means of egress, detection and alarm systems, fire brigades, fire prevention plans, and the Life Safety Code (NFPA 101). 29 CFR 1910, Subparts E and L, and referenced NFPA Codes provide the basis for the course.

**Prerequisites:** Must be in GS-0018 (Safety and Occupational Health Management), GS-0019 (Safety Technician), GS-0081 (Fire Protection and Prevention), GS-0803 (Safety Engineering), GS-0804 (Fire

Protection Engineering) classification series, or full-time military safety personnel. Military or civilian collateral duty safety personnel are eligible but must be designated in writing as the activity Safety and Occupational Health manager or safety officer.

## General Industry Safety Standards

### Global Online

**CIN:** A-493-0061

**CDP:** 288E

**Course Length:** 4 days (30 Hours)

**Class Size:** 45

**Purpose:** The purpose of this course is to provide full-time Safety and Occupational Health (SOH) personnel and designated shore collateral-duty SOH managers/safety officers, fire protection specialists, building/facility managers and others assigned responsibility for conducting/supervising inspection efforts at shore activities, with the training to identify and interpret OSHA standards and apply those standards to their work environment.

**Scope:** Teaches general industry workers about their rights, employer responsibilities, and how to file a complaint as well as how to identify, abate, avoid and prevent job related hazards. The course topics include: Introduction to Occupational Safety and Health Administration (OSHA) standards, Managing Safety and Health, Walking-Working Surfaces, Exit Routes, Emergency Action Plans, Fire Prevention Plans, and Fire Protection; Electrical Standards; Personal Protective Equipment; Materials Handling; Hazard Communication; Hazardous Materials; Permit-Required Confined Spaces; Lockout/Tag out; Machine Guarding; Welding, Cutting, and Brazing; Industrial Hygiene; Blood Borne Pathogens; Ergonomics, Fall Protection; and Powered Industrial Vehicles.

**Prerequisites:** Must be in GS-0018 (Safety and Occupational Health Management), GS-0019 (Safety Technician), GS-0640 (Health Aid and Technician/IH Tech), GS-0690 (Industrial Hygiene), GS-0803 (Safety Engineering) classification series, building/facilities managers, Industrial Hygiene Officer or fulltime military safety personnel at Naval shore activities. Military or civilian collateral duty safety personnel are eligible but must be designated in writing as the activity SOH manager or safety officer.

**Note:** Live session attendance is required for this course.

## Hazardous Material Control and Management (HMC&M) Technician

### Global Online

**CIN:** A-322-2604

**CDP:** 10ZZ

**Course Length:** 3 days (24 Hours)

**Class Size:** 45

**Purpose:** The Hazardous Material Control and Management Technician course provides afloat military HMC&M Technicians with the training required to safely handle, use, store, dispose, transfer and offload hazardous material (HAZMAT) in accordance with SECNAVINST 5100.10L and OPNAVINST 5100.19F.

**Scope:** Course content includes requisition, receiving, issuing, stowing, inventorying, offloading and responding to HAZMAT spills. Successful completion of this course satisfies the SNEC 830A course requirements. Consult the Navy Enlisted Classification Manual for additional NEC information.

**Prerequisites:** Students must meet all four of the following prerequisites or will require a waiver prior to registering for the course:

1. Eligible ranks/rates: E-4 through E-9, any rating



2. Be assigned to one of the following AFLOAT platforms:
  - a. Aviation squadron with detachments to a ship
  - b. Surface ship
  - c. Submarine
3. Be currently serving in OR en-route to an authorized SNEC 830A billet
4. If quotas are available 30 days' prior the start date, Officers, DOD Civilians, and Contractors may enroll.

**Note:** Live session attendance is required for this course.

## Hazardous Substance Incident Response Management (HSIRM) Initial

### Resident

**CIN:** A-493-0077

**CDP:** 0381

**Course Length:** 3 days (24 Hours)

**Class Size:** 25

**Purpose:** This course provides personnel with the knowledge and skills necessary to respond safely and effectively to releases of, or substantial threats of releases of, hazardous substances, in compliance with applicable federal, state, and USN environmental regulations and instructions.

**Scope:** This course fulfills the training requirements established by regulations delineated in 29 CFR 1910.120(q) Emergency response to hazardous substance releases, and 29 CFR 1910.120(p)(7)(i) Operations conducted at a transfer, storage and disposal (TSD) facility. The appropriate installation representative or their designee will provide TSD site- specific training. This also fulfills the training requirements in OPNAVINST 5090.1E, and OPNAV M-5100.23.

**Prerequisites:** Civilian and military personnel ashore who may serve as activity Emergency Response personnel, as well as the following: Fire and Police Department personnel; Environmental Engineers, Specialists, and Technicians; Environmental Managers and Supervisors; SOH personnel; Waste Handlers and TSD facility personnel; Hazardous Materials Minimization Center (HAZMINCEN) personnel; Warehousemen and Laboratory personnel. Shipboard personnel will be granted quotas, space available, upon verification of membership on the shipboard spill response team.

**Note:** Download the NIOSH Pocket Guide to Chemical Hazards prior to the course start date. You can download the pocket guide here: <https://stacks.cdc.gov/view/cdc/21265>. Additionally, the mobile app may be downloaded from the Apple App Store or Google Play Store.

## Hazardous Substance Incident Response Management (HSIRM)

### Refresher

#### Resident/Online

**CIN:** A-493-0083

**CDP:** 339E

**Course Length:** 1 day (8 Hours)

**Class Size:** 30

**Purpose:** This course provides personnel with annual refresher training necessary to respond safely and effectively to releases of, or substantial threats of releases of, hazardous substances, in compliance with applicable federal, state, and USN environmental regulations and instructions.

**Scope:** This course fulfills the training requirements established by regulations delineated in 29 CFR 1910.120(q) Emergency response to hazardous substance releases, and 29 CFR 1910.120(p)(7)(ii) Operations conducted at a Transfer Storage & Disposal (TSD) facility. This also fulfills the training requirements of OPNAVINST 5090.19 and OPNAV M-5100.23.

**Prerequisites:** Civilian and military personnel who have previously met the training requirements of HAZWOPER regulations delineated in 29 CFR 1910.120(q), and 29 CFR 1910.120(p) (7) (i) and are required to receive refresher training to maintain their competencies. All personnel must have also completed Hazardous Substance Incident Response Management (HSIRM) Initial (A-493-0077) prior to requesting a quota.

**Note:** Download the NIOSH Pocket Guide to Chemical Hazards prior to the course start date. You can download the pocket guide here: <https://stacks.cdc.gov/view/cdc/21265>. Additionally, the mobile app

may be downloaded from the Apple App Store or Google Play Store.

## Incident Command System 300 (ICS 300) Initial

### Resident

**CIN:** A-493-2300

**CDP:** 993F

**Course Length:** 2 days (16 Hours)

**Class Size:** 30

**Purpose:** This course is designed to assist facilities and/or regions with compliance with the Oil Pollution Act of 1990 (OPA 90). This course provides a comprehensive description of the responsibilities of the organizational elements within each section of the Incident Command System (ICS). A scenario-driven tabletop exercise is included in the course. It is adapted to each facility and/or region so that the facility and/or region can claim National Preparedness for Response Exercise Program credit.

**Scope:** This course content includes the comprehensive duties of each organizational element, terminology, staffing considerations, reporting relationships, and organizing for incidents and/or events, incidents resource management, air operations, and incident and/or event planning.

**Prerequisites:** Students must provide proof they have completed ICS 100 and ICS 200, both courses can be completed at no cost via the FEMA Emergency Management Institute website, <https://training.fema.gov/is/>. After completing both ICS 100 and 200, contact your Total Workforce Management Services (TWMS) administrator to add the certificates to your training record. Your FLTMPs training jacket will reflect TWMS update. Tailored to Navy civilian and military personnel, as well as contractor and other non-Navy government agency personnel including local and state personnel who work at or support an Oil Pollution Act 1990 (OPA) facility. Additionally, these personnel should be assigned to the Navy On-Scene Coordinator (NOSC) Oil and Hazardous Substance (OHS) Contingency Plan and/or Facility Response Plan (FRP) Spill Management Team or be designated to provide specific support, expertise, or equipment to the NOSC Spill Management Team and/or Facility Spill Management Team. This may include upper management, spill response team leaders, public affairs personnel, safety and health personnel, natural resources personnel, environmental personnel, finance and contract personnel, logistics and support personnel, security, force protection and emergency management personnel.

## Incident Command System 300 (ICS 300) Refresher

### Resident

**CIN:** A-493-2301

**CDP:** 05ZD

**Course Length:** 1 day (8 Hours)

**Class Size:** 30

**Purpose:** This course is designed to assist facilities and/or regions with compliance with the Oil Pollution Act of 1990 (OPA 90). This course provides a description of the process of operational incident planning and the function of the Incident Command System (ICS) forms used in preparing an Incident Action Plan. A scenario-driven tabletop exercise is included in the course. It is adapted to each facility and/or region so that the facility and/or region can claim National Preparedness for Response Exercise Program credit.

**Scope:** Course content includes a review of organizing for incidents and/or events, the importance of planning, essential Incident Action Plan (IAP) elements, and the planning process to include the working relationships of each section, meetings as related to the planning process, upkeep of the situation display board, how resources will be tracked, and how the sections should operate when

Section Chiefs are absent. Additionally, planning for demobilization and developing the IAP are discussed. Students will prepare an IAP using the ICS forms and processes.

**Prerequisites:** Students must be a graduate of Incident Command System 300 (ICS 300) (A-493-2300). Tailored to Navy civilian and military personnel, as well as contractor and other non-Navy government agency personnel including local and state personnel who work at or support an Oil Pollution Act 1990 (OPA) facility. Additionally, these personnel should be assigned to the Navy On-Scene Coordinator (NOSC) Oil and Hazardous Substance (OHS) Contingency Plan and/or Facility Response Plan (FRP) Spill Management Team or be designated to provide specific support, expertise, or equipment to the NOSC Spill Management Team and/or Facility Spill Management Team. This may include upper management, spill response team leaders, public affairs personnel, safety and health personnel, natural resources personnel, environmental personnel, finance and contract personnel, logistics and support personnel, security, force protection and emergency management personnel.

## Incident Command System 400 (ICS 400)

### Resident

**CIN:** A-493-0216

**CDP:** 12X8

**Course Length:** 1 day (8 Hours)

**Class Size:** 30

**Purpose:** The purpose of the course is to provide training and resources to assigned personnel who are expected to perform in a management capacity in an area, command, or complex incident environment and who require advanced application of the Incident Command System (ICS). The course emphasizes large-scale organization development, roles and relationships of the primary staff, the planning, operational, logistical and fiscal consideration related to large and complex incident and event management. It describes the application of Area Command and the importance of interagency coordination on complex incidents and events. This course expands upon information covered in ICS-100 through ICS-300.

**Scope:** Experience using concepts and principles from ICS 100, 200, 300, 700 and 800 and use of skills in an operational environment before taking ICS 400 provides necessary context and understanding of skills that will develop when taking ICS 400. The program includes the following course topics: Introduction to ICS 400, Fundamentals Review for Command and General Staff, Major/Complex Incident Management, Area Command, and Multi-Agency Coordination. These course topics will explain how major incidents cause special management challenges, describe the circumstances in which an area command is established and describe the circumstances in which multi-agency coordination systems are established.

**Prerequisites:** Students must provide proof they have completed ICS 100 and ICS 200, both courses can be completed a no cost via the FEMA Emergency Management Institute website, <https://training.fema.gov/is/>. After completing both ICS 100 and 200, contact your TWMS administrator to add the certificates to your training record. Your FLT MPS training jacket will reflect TWMS update. Students must also be a graduate of ICS 300 (A-493-2300). Tailored to Navy civilian and military personnel, as well as contractor and other non-Navy government agency personnel including local and state personnel who work at or support an Oil Pollution Act 1990 (OPA) facility. Additionally, these personnel should be assigned to the Navy On-Scene Coordinator (NOSC) Oil and Hazardous Substance (OHS) Contingency Plan and/or Facility Response Plan (FRP) Spill Management Team or be designated to provide specific support, expertise, or equipment to the NOSC Spill Management Team and/or Facility Spill Management Team. This may include upper management, spill response team leaders, public affairs personnel, safety and health personnel, natural resources personnel, environmental personnel, finance and contract personnel, logistics and support personnel, security,

force protection and emergency management personnel.

## Industrial Noise and Hearing Conservation Program

### Resident

**CIN:** A-493-0092

**CDP:** 5891

**Course Length:** 3 days (24 Hours)

**Class Size:** 25

**Purpose:** The objective of the course is to introduce and familiarize the student to basic concepts of noise propagation and basic elements of a Hearing Conservation Program. The course will introduce the student to federal and Navy regulations regarding noise and hearing conservation.

**Scope:** The content of the course is intended for full-time and collateral duty safety personnel, industrial hygiene personnel, personnel assigned responsibilities for conducting Occupational Safety and Health programs, personnel assigned to supervise Safety and Occupational Health (SOH) programs, and personnel at naval shore activities directly involved with the Hearing Conservation Program. Topics include introduction to theory and propagation of sound, anatomy and physiology of the human ear, overview of the Federal and Department of Defense regulations for the Hearing Conservation Program, worksite sound analysis techniques and instrumentation.

**Prerequisites:** Must be a full-time Occupational Safety and Health professional, GS-0018 (Safety and Occupational Health Management), GS-0019 (Safety Technician), GS-0640 (Health Aid and Technician/IH Tech), GS-0690 (Industrial Hygiene), GS-0803 (Safety Engineering) classification series, Occupational Health Nurse or Industrial Hygiene Officer. Military and civilian collateral duty personnel are eligible but must be designated in writing as the activity SOH manager/safety officer.

**Note:** Students are encouraged to bring a clean set of utilities or coveralls or clothes suitable for a field exercise. Students are required to bring safety shoes for a field exercise. Safety glasses and hearing protection will be provided.

## Introduction to Hazardous Materials Ashore

### Global Online

**CIN:** A-493-0331

**CDP:** 10UG

**Course Length:** 3 Days (24 Hours)

**Class Size:** 40

**Purpose:** Introduction to Hazardous Materials Ashore introduces civilian and military personnel assigned to full-time or collateral Safety and Occupational Health (SOH), or other duties involving the management of hazardous materials with the training to identify hazardous materials control requirements and methods ashore.

**Scope:** The course content includes definitions and types of hazardous materials; chemistry of hazardous materials; human toxicology; Hazard Communication (HAZCOM) program to include OSHA's Globally Harmonized System; identification, labeling, marking, storage and transportation of hazardous materials; Hazardous Waste Operations and Emergency Response (HAZWOPER); Operational Risk Management; and management of a Navy Shore Hazardous Materials Control & Management (HMC&M) program.

**Prerequisites:** Personnel must be in GS-0018 (Safety and Occupational Health Management), GS-0019 (Safety Technician), GS-0640 (Health Aid and Technician/IH Tech), GS-0690 (Industrial Hygiene), GS-0803 (Safety Engineering) classification series, Industrial Hygiene Officers, or military personnel who

may serve in full time or collateral duty safety/hazardous material duties, as well as those civilian or military personnel involved in the management of Hazardous Material Minimization Center (HAZMINCEN) operations.

**Note:** Live session attendance is required for this course.

## Introduction to Industrial Hygiene for Safety Professionals

### Global Online

**CIN:** A-493-0335

**CDP:** 09ND

**Course Length:** 4 Days (32 Hours)

**Class Size:** 45

**Purpose:** This course provides primary and collateral-duty shore-based military and civilian safety personnel with training to independently implement, maintain and manage a comprehensive safety program ashore.

**Scope:** Topical discussions will include an introduction to toxicology, identification and anticipation of hazards in the workplace, measurements of hazards, application of federal and Department of the Navy standards and regulation, and an overview of standard control measures.

**Prerequisites:** Must be in GS-0018 (Safety and Occupational Health Management), GS-0019 (Safety Technician), GS-0640 (Health Aid and Technician/IH Tech), GS-0690 (Industrial Hygiene), GS-0803 (Safety Engineering) classification series, Occupational Health Nurse, Industrial Hygiene Officer, or full-time military safety personnel. Military or civilian collateral duty safety personnel are eligible but must be designated in writing as the activity Occupational Safety and Health manager/safety officer.

**Note:** Live session attendance is required for this course.

## Introduction to Naval Safety and Occupational Health

### Global Online

**CIN:** A-493-0550

**CDP:** 09K5

**Course Length:** 4 Days (32 Hours)

**Class Size:** 45

**Purpose:** This course provides primary and collateral duty shore-based military and civilian safety personnel with training to independently implement, maintain, and manage a basic safety program.

**Scope:** The course content includes terms, principles, concepts, and requirements for mishap prevention; safety, environmental, and occupational health programs in the Navy; fundamentals of mishap causation; and hazard recognition, evaluation, and control. Also included are specific safety programs such as mishap investigation and reporting, safety and occupational health (SOH) standards, hazard abatement, respiratory protection, hearing conservation, sight conservation, ergonomics, energy control, the basic Operational Risk Management (ORM) process, job safety analysis, confined space entry, motor vehicle, and off-duty safety.

**Prerequisites:** Must be in GS-0017 (Explosive Safety), GS-0018 (Safety and Occupational Health Management), GS-0019 (Safety Technician), GS-0640 (Health Aid and Technician/IH Tech), GS-0690 (Industrial Hygiene), GS-0803 (Safety Engineering) classification series, Occupational Health Nurse, Industrial Hygiene Officer, or full-time military safety personnel. Military or civilian collateral duty safety personnel are eligible but must be designated in writing as the activity SOH manager/safety officer.

**Note:** Live session attendance is required for this course.

## Machinery and Machine Guarding Standards

### Global Online

**CIN:** A-493-0073

**CDP:** 714S

**Course Length:** 4 days (32 Hours)

**Class Size:** 30

**Purpose:** The course familiarizes the student with various types of machinery and related safety standards.

**Scope:** Guidance is provided on hazards associated with various kinds of machinery and the determination of proper machine safe guards. The course presents an approach to machine inspection that enables participants to recognize hazards such as those created by points of operation, rotating parts, flying chips, and provides options to achieve abatement. The course also includes an introduction to robotics.

**Prerequisites:** Must be in GS-0018 (Safety and Occupational Health Management), GS-0019 (Safety Technician GS-0803 (Safety Engineering), Industrial Hygiene Officer, or shop manager. Military or civilian full time or collateral-duty safety personnel are eligible but must be designated in writing as the activity occupational safety and health manager or safety officer.

**Note:** Live session attendance is required for this course.

## Mishap Investigation

### Global Online

**CIN:** A-493-0078

**CDP:** 1228

**Course Length:** 4 days (32 Hours)

**Class Size:** 45

**Purpose:** The purpose of this course is to provide full-time Safety and Occupational Health (SOH) personnel, safety officers, and designated activity collateral- duty managers or safety officers at Navy and Marine Corps activities with the training to investigate and report mishaps involving personnel and material deficiencies both on- and off-duty. This course covers investigation and reporting for Class A, B, C, D and E mishaps.

**Scope:** The course content is based on the OPNAVINST 5102.1E and OPNAV M-5100.23 and includes: administrative considerations; change and energy-barrier target analysis; definitions; human factors analysis and classification system (HFACS); types of mishap investigations; requirements to ensure reporting of all mishaps; near miss reporting; mishap reporting program of record, Risk Management Information -Streamlined Incident Reporting (RMI-SIR) system; mishap investigation training; Safety Investigation Board (SIB) reporting requirement and recording procedures; Commanding Officer review of lost time mishaps; mishap analysis procedures that apply to Navy mishap investigations; reporting and recordkeeping requirements for recreation, athletics, military off duty, and motor vehicle mishaps.

**Prerequisites:** Personnel must be in GS-0017 (Explosives Safety), GS-0018 (Safety and Occupational Health Management), GS-0019 (Safety Technician), GS-0640 (Health Aid and Technician/IH Tech), GS-0690 (Industrial Hygiene), GS-0803 (Safety Engineering) classification series, Industrial Hygiene Officers, or full-time military safety personnel. Military or civilian collateral duty personnel are eligible but must be designated in writing as the activity SOH manager/safety officer.

**Note:** Live session attendance is required for this course.

## Navy Ergonomics Program

### Global Online

**CIN:** A-493-0085

**CDP:** 3555

**Course Length:** 4 Days (32 Hours)

**Class Size:** 45

**Purpose:** This course provides safety and occupational health (SOH) specialists, managers, industrial hygienists, and occupational health professionals the training required to effectively evaluate ergonomics risk factors in the work place and manage an ergonomics program.

**Scope:** The course consists of a blend of self-paced case study exercises and online group discussions. Upon completion of the course students have a firm understanding of the ergonomic principles affecting their work environment, and common methods of measuring risk and controlling or reducing work place hazards. The course content includes work-related musculoskeletal disorders, hand tool selection, manual material handling, computer and industrial workstation set-up and evaluation, the DoD Computer/Electronic Accommodations Program (CAP), the NAVFAC Mishap Prevention and Hazard Abatement (MPHA) Program, and the utilization of the Ergonomic Survey Tools from OPNAV M-5100.23. Participants conduct an ergonomic assessment using a case study of scenario requiring an analysis of the data to make ergonomic recommendations.

**Prerequisites:** Must be in GS-0018 (Safety and Occupational Health Management), GS-0019 (Safety Technician), GS-0610 (Nursing Series), GS-0640 (Health Aid and Technician/IH Tech), GS-0690 (Industrial Hygiene), GS-0803 (Safety Engineering) classification series, or Industrial Hygiene Officers. Military or civilian collateral duty safety personnel and acquisition personnel are eligible but must be designated in writing as the activity SOH manager or safety officer.

**Note:** Live session attendance is required for this course.

## Oil Hazardous Substance Spill Response Tabletop Exercise (OHS TTX)

### Resident

**CIN:** A-493-2501

**CDP:** 05ZE

**Course Length:** 1 day (8 Hours)

**Class Size:** 30

**Purpose:** This course is designed to assist facilities and/or regions with compliance with the Oil Pollution Act of 1990 (OPA 90). This course supports the National Preparedness for Response Exercise Program (PREP) requirement that at least one spill management team tabletop exercise shall involve a worse- case discharge scenario during each triennial cycle. Additionally, this course is a tool for continuous improvement of the Navy On-Scene Coordinator (NOSC) Oil and Hazardous Substance (OHS) Contingency Plan, the Facility Response Plan (FRP), the Area Contingency Plan (ACP), the Regional Contingency Plan (RCP) and the national response system.

**Scope:** The OHS TTX is an 8-hour exercise utilizing the various plans during a worst-case discharge managed under the Incident or Unified Command System. The response plans are utilized to ensure familiarization with the plans and assist with the development of the Incident Action Plan (IAP). A worst-case scenario-driven tabletop exercise is specifically adapted to each facility and/or region.

**Prerequisites:** Tailored to Navy civilian and military personnel, as well as contractor and other non-Navy government agency personnel including local and state personnel who work at or support an Oil



Pollution Act 1990 (OPA) facility. Additionally, these personnel should be assigned to the Navy On-Scene Coordinator (NOSC) Oil and Hazardous Substance (OHS) Contingency Plan and/or Facility Response Plan (FRP) Spill Management Team or be designated to provide specific support, expertise, or equipment to the NOSC Spill Management Team and/or Facility Spill Management Team. This may include upper management, spill response team leaders, public affairs personnel, safety and health personnel, natural resources personnel, environmental personnel, finance and contract personnel, logistics and support personnel, security, force protection and emergency management personnel.

## Operational Risk Management Application & Integration

### Global Online

**CIN:** A-570-0100

**CDP:** 18B7

**Course Length:** 2 Days (16 Hours)

**Class Size:** 45

**Purpose:** The Operational Risk Management (ORM) Applications and Integration course is an in-depth, hands-on curriculum focused on training unit-level leadership and resource owners in the ORM Process. In accordance with OPNAVINST 3500.39D, each command is required to have at least one officer and one senior enlisted person, or a civilian equivalent, for designation as ORM assistants.

**Scope:** Course contains a review of key ORM concepts, principles, five-step process and Time Critical Risk Management (TCRM) to various on- and off-duty scenarios. This course is intended for senior military and civilian rates/ranks/ratings/paygrades who will be ORM Assistants.

**Prerequisites:** Eligible ranks/rates: Officers, E-5 to E-9, and civilian series to include GS-0017 (Explosives Safety). Completion of the following Navy eLearning (NeL) Operational Risk Management (ORM) training courses prior to class convene:

1. Individual-Managing Your Risk (NSC-ORM-MYR-2.0) AND one of the following higher-level NeL ORM management courses:
  - a. Supervisor-Managing Your Team's Risk (NSC-ORM-MYTR-2.0),
  - b. Assistant-Leading Risk Management Integration (NSC-ORM-LRMI-2.0)
  - c. Manager-Directing Your Command's Risk Management (NSC-ORM-DYCRM-2.0)

**Note:** Live session attendance is required for this course.

## Respiratory Protection Program Management

### Resident

**CIN:** A-493-0072

**CDP:** 713U

**Course Length:** 5 days (40 Hours)

**Class Size:** 30

**Purpose:** The course is designed to provide military and civilian personnel serving as Respiratory Protection Program Managers (RPPM) at shore commands and Respiratory Protection Managers on all classes of Navy ships with training necessary to effectively establish, maintain and monitor respiratory protection programs within their command/activities/ships. The course is also designed to provide Industrial Hygienists and Industrial Hygiene Officers with the training to effectively evaluate and inspect respiratory protection programs during industrial hygiene surveys. Note, this course does not qualify attendees to wear respirators IAW with federal and DoD regulations.

**Scope:** Course content includes an introduction to respiratory hazards, air contaminants, and the elements of the respiratory protection program. Additional topics covered include respirator types,

selection, cartridge change out, medical surveillance requirements, fit testing, (both qualitative and quantitative), inspecting and cleaning of equipment, breathing air quality, standard operating procedures and program administration. This course covers the requirements of the OSHA Respiratory Protection standard 29 CFR 1910.134, as well as the OPNAV M-5100.23 and OPNAVINST 5100.19F.

**Prerequisites:** Civilian employees must be in the GS-0018 (Safety and Occupational Health Management), GS-0019 (Safety Technician), GS-0640 (Health Aid and Technician/IH Tech), GS-0803 (Safety Engineering), GS-0804 (Fire Protection Engineering), 0610 (Nursing), or GS-0690 (Industrial Hygiene) classification series. Military personnel must be assigned duty as the command/activity/ship RPPM and/or related safety duties and program management. Participation in the qualitative and quantitative fit testing workshop does not require medical qualification to wear an air-purifying respirator.

## Safety Managers Course

### Resident

**CIN:** A-4J-0019

**CDP:** 28SL

**Course Length:** 5 Days (40 Hours)

**Class Size:** 20

**Purpose:** Provide safety professionals with the executive-level training necessary to excel as a Safety Manager/Safety Officer at a headquarters level. Upon course completion, students will be able to perform the primary duty of a Safety Manager in coordinating the implementation of Navy Safety Management Systems, Safety Management Plans, and the Navy Safety and Occupational Health (SOH) Program in accordance with OPNAV-M 5100.23.

**Scope:** Training includes Navy Safety Management System, Naval hierarchy, SOH Directives, Military Unique, High Risk Programs, RMI headquarters and oversight functionality, Base Operating Support, First through Third Party Assurance, Hazard and Risk Management, SOH Goals and Objectives, and DON Taskers. The skills and knowledge obtained from the Safety Managers course will aid in understanding what responsibilities and tasks fall under the purview of a Department of Navy Safety Manager at a headquarters level.

**Prerequisites:** None

**Note:** Students must have an active RMI account and bring a computer to class to complete assignments.

## Safety Programs Afloat

### Global Online

**CIN:** A-493-2098

**CDP:** 09WW

**Course Length:** 2 Days (16 Hours)

**Class Size:** 100

**Purpose:** The Safety Programs Afloat course provides surface ship Divisional Safety Petty Officers with the basic knowledge and skills required to perform their duties and responsibilities in accordance with OPNAVINST 5100.19F.

**Scope:** Key elements include: Performing administrative and record keeping functions in support of the command safety organization; identifying hazards, unsafe work practices, and health hazardous conditions; assisting in the evaluation of workplace hazards, including periodic workplace monitoring;

preparing various safety and mishap reports, maintaining hazard abatement program documentation, and aiding in mishap investigations; arranging or conducting indoctrination and periodic Safety and Occupational Health (SOH) training; disseminating SOH program information throughout the chain of command.

**Prerequisites:** Students must meet the following prerequisites or will require a waiver prior to registering for the course:

1. Eligible ranks/rates: E-4 through E-9 assigned Afloat Safety duties, and
2. Successful completion of this course and completion of the fundamentals section of NAVEDTRA 43460 -4D Personnel Qualification Standards watch station 301 must be completed to be awarded SNEC 825A.
3. If quotas are available 30 days prior the start date, officers may enroll.

**Note:** Live session attendance is required for this course.

## Submarine Safety Officer

### Global Online

**CIN:** F-4J-0023

**CDP:** 11A2

**Course Length:** 2 days (16 Hours)

**Class Size:** 25

**Purpose:** The purpose of this course is to provide submarine officers, chief petty officers, and selected first class petty officers (designated Primary Assistant to the Command Safety Officer), who have been assigned as Collateral Duty Safety Officers (CDSO) aboard U.S. Navy submarines, with the training to implement, and maintain an effective submarine safety program.

**Scope:** The course encompasses aspects of the Navy safety program as they relate to the submarine community underway and in port. The content includes safety organizations and references; risk management and deficiency abatement (including inspections and surveys), mishap reporting and investigation, asbestos, lead, hazardous material, respiratory protection, gas free engineering, sight and hearing protection, heat stress, electrical safety, topside safety, off-duty and traffic safety, and program implementation.

**Prerequisites:** Selected submarine qualified E-6 personnel (designated Primary Assistant to the Command Safety Officer). Students must meet all of the following prerequisites or will require a waiver prior to registering for the course:

1. Eligible ranks/rates:
  - a. Selected submarine qualified:
    - i. E-6 designated Primary Assistants to the Command Safety Officer
    - ii. Chief Petty Officers (CPO), or
  - b. Commissioned Officers assigned to submarines
2. For E-6 personnel assigned as the Primary Assistant to the Command Safety Officer, a statement must be included on the quota request indicating that the person is serving in that capacity

**Note:** Live session attendance is required for this course.

## Tank Managers Course

### Resident

**CIN:** A-493-0217

**CDP:** 12X3

**Course Length:** 5 Days (40 Hours)

**Class Size:** 25

**Purpose:** The purpose of the course is to provide training and resources for designated personnel who shall establish and manage a Tank Program (Above/Under Ground Storage Tank Safety Management), or whom are required Tank Manager training. Per OPNAV M-5090.1, Commanders of shore installations shall ensure all personnel involved in design, construction, installation, spill mitigation, tank management compliance, and the operation of storage tanks receive appropriate storage tank training on an as needed basis to build and maintain proficiency in performing their specific job duties while assuring regulatory compliance.

**Scope:** Upon completion of the course, the students will be able to:

- explore storage tank technology, materials selection and design considerations
- develop strategies for optimization of storage tank life and performance
- gain knowledge of safety hazards and mitigation measures related to storage tanks
- understand and conduct the different types of inspections applicable to storage tanks
- explain the concept of metal degradation
- clarify need for cathodic protection and tank bottom lining

**Prerequisites:** Personnel assigned to oversee the design, construction, installation, management, and operation of storage tanks.