TRAINING OUTLINE

COURSE TITLE: _____ **DATE:** _____ **INSTRUCTOR:** _____

LOCATION: _____ **TIME:** _____ **COMPANY:** _____

Safety training was conducted on the above date by the instructor indicated. The following line items identify the topics covered during the training session.

SUMMARY OF TRAINING

1) Introduction
    a) Maritime Accidents
    b) Definitions
2) Environment
    a) Pollution
    b) Oil
    c) Reception Facilities
    d) Oil Spill Prevention
    e) Wastes
    f) Hazardous Waste
    g) Toxic Waste
    h) Emissions
3) Communication
    a) Signs
    b) Caution Signs
    c) Safety Instruction Signs
    d) Equipment Signs
    e) Hand Signals
    f) Barriers to Communication
    g) Language
    h) Noise
    i) Distance
4) Safe Practices
    a) Fall and Trip Prevention
    b) Identify Hazards
    c) Fall Prevention
    d) Fall Arrest
    e) PPE
    f) PPE Program
    g) Selecting PPE

h) PPE Maintenance
i) Head Protection
j) Hard Hat Classification
k) Hard Hat Maintenance
l) Eye & Face Protection
m) Hearing Protection
n) Ear Plugs
o) Respirators
p) Cleaning and Storage
q) Hand & Arm Protection
r) Protective Clothing
s) Care of Footwear
t) High Visibility
u) Chemical Suit
v) Welding Suit
w) Immersion Suits
x) Constant Wear Suits
y) Rescue Suit
z) How to Don an Immersion Suit
aa) PFD's

5) Confined Spaces
   a) Permit-Required Confined Spaces
   b) Non-permit Required CS
   c) Atmospheric Hazards
   d) Oxygen Levels
   e) Flammable Atmosphere
   f) Safe Entry Practices
   g) Respirators
   h) Safe Ingres & Egress
   i) Hot Work
6) Fatigue
   a) Motion Sickness
   b) Sphite Syndrome
   c) Health Concerns
   d) Report Injuries and Illness
   e) Report
7) Emergency
   a) Muster List

b) Man Overboard
c) Prevention
d) Point and Yell
e) Sound Alarm
f) Recovery
g) In the Water
h) H.E.L.P
i) Fire
j) Prevention
k) Action Steps Onboard
l) Find the Fire
m) Inform the Captain
n) Restrict the Fire
o) Extinguish the Fire
p) Ingress of Water
q) Stop Ingress
r) Foundering or Sinking
s) Collision and Allision
t) Causes Imminent Collision
u) Log
v) Damage Assessment
w) Abandon Ship
x) Life Rafts
y) Rescue

8) Relationships
a) Good Practices
b) Listening
c) Maintain Boundaries
d) Use Assertive Communication
e) Be Positive
f) Appreciate Others
g) Conflict Resolution
h) Harassment
i) Sexual Harassment
j) Misconduct
k) Reporting
l) Three C's of Hesitations
m) Confidentiality

n) Comradery
o) Concern
p) Administrative Investigations
q) Stress
r) Exercise
s) Physical
t) Deep Breathing
u) Use Humor
v) Self-Control
w) Breathe
x) Write it Down
y) Vent
z) Seek Outside Help
aa) De-escalating Others
bb) Communicate Respect
cc) Cooperate
dd) Listen
ee) Body Language
ff) Reframing
gg) Sanitation
hh) Water Safety
ii) Legionnaire's Disease
jj) Food Safety
kk) The Gallery
ll) Waste
mm) Hygiene
nn) The Basics
oo) Athlete's Foot
pp) Bed Bugs

9) Conclusion