NIEHS approved use of the outline format (attached) contingent upon:

**Trainers must review materials, as shown below for the topic to be covered.**

Step 1 - select the topic(s) for the Program

**Emergency Response Planning** – 29 CFR 1910.120 (q)
MWC ISA, 40H, 40T, 3AW

**Training Requirements** – 29 CFR 1910.120
MWC 3AW program
OSHA training requirements, available here: [https://oshatraining.com/osha-general-industry-training-requirements.php](https://oshatraining.com/osha-general-industry-training-requirements.php)

**Evacuation** – 29 CFR 1910.120
MWC Evacuation Coordinator Program

**Related OSHA Standards** – standards cited in 29 CFR 1910.120
Relevant Standards (tailored to audiences)

**CERT Intro** – 29 CFR 1910.120
Levels of emergency response training, 29CFR 1910.120(q)
MWC REL TRI exercise

Please note that as a condition of our award acknowledgment of support must be included in the handouts, using the following text: This training was made possible by Grant Number ES06184 from the National Institute of Environmental Health Sciences (NIEHS).
Step 2 - Design content

3AW (HAZWOPER Awareness)

A 3-hour program to assist public and private sector organizations in identifying various HAZWOPER requirements.

Course Agenda

Introduction

Content: Overall course objectives; provide student materials, review agenda, Objectives: Describe program purpose and class procedures
- receive course/handout
- review agenda for program
- complete paperwork

Exercises: Introductions, “What I want to learn and what skills I hope to acquire”
Presentation: Interactive discussion

Topics for this program may include one or more of the following:

Emergency Response Planning

Reference Midwest Consortium Programs: 40H, 40T, ISA, 3AW

Content: 29 CFR 1910.120(q)
Objectives:
- Identify planning requirements
- Identify elements of an integrated contingency plan
- Identify steps in the planning process

Exercises:
- Match elements of plan with legal requirements
- match activities during response with sections of the plan
- Discuss needs (modify from exercises ISA program)

Presentation:
- Interactive discussion
- Small group activity (emphasize principles of adult learning)
Training Requirements

Reference Midwest Consortium Programs: 40H, 24IER, 40H, 3AW

Content: 29 CFR 1910.120
Objectives:
• Identify HAZWOPER training requirements
• Identify levels of training
• Identify training needs

Exercises: Match activities and levels of training required
• Identify unmet needs
• Brainstorm how to access needed training (modify from exercises in 40 Hour Site Worker Operations and Technician Programs)

Presentation:
• Interactive discussion
• Small group activity (emphasize principles of adult learning)

Evacuation Procedures


Objectives:
• Identify training needs
• Identify evacuation requirements
• Identify emergency conditions
• Identify methods for assisting and directing employees

Exercises:
• Identify responses for given scenarios
• Identify need for training (modify from exercises in Evacuation Coordinator)

Presentation:
• Interactive discussion
• Small group activity (emphasize principles of adult learning)
Related OSHA Standards

Reference: 3AW

Content: As appropriate (e.g. 29 CFR 1910.134, 29 CFR 1910.146, 29 CFR 1910.147 …)

Objectives:
- Identify training needs
- Identify OSHA standards impacted by HAZWOPER
- Identify gaps in compliance
- Identify methods for achieving compliance

Exercises:
- Identify appropriate regulations for given scenario
- Discuss gaps as shown in the 3AW program exercise (relevant scenarios must be developed for the participants)

Presentation:
- Interactive discussion
- Small group activity (emphasize principles of adult learning)

CERT Introduction

Reference MWC program REL

Content: https://www.ready.gov/community-emergency-response-team

Objectives:
- Identify training needs
- Introduce the CERT program
- Identify resources and discuss training elements

Exercises:
Identify threats in the community (modify from intro exercises in MWC programs, including TRI exercise in Reporting Environmental Releases and exercises in 3AW-C.

Presentation:
- Interactive discussion
- Small group activity (emphasize principles of adult learning)
- Match to training needs
Step 3 - double check that content matches NIEHS requirements for the approval

CHECKLIST (the following is a listing of requirements, by topic. Verify content.)

**Emergency Response Planning:**
Reviewed 29 CFR 1910.120 (q)
Reviewed relevant MWC programs
Discussed National Response Team website
Reviewed “Protecting Emergency Responders – Lessons learned from Terrorist Attacks”.

**Training Requirements:**
Reviewed 29 CFR 1910.120
Reviewed relevant MWC programs
Accessed OSHA website(s)

**Evacuation:**
Reviewed 29 CFR 1910.120
Reviewed MWC Evacuation Coordinator Program
Reviewed “Protecting Emergency Responders – Lessons learned from Terrorist Attacks”.
Accessed OSHA website

**Related OSHA Standards:**
Reviewed 29 CFR 1910.120
Reviewed MWC 3AW
Covered relevant standards (tailored to audience)
Accessed OSHA website(s)

**CERT Introduction:**
Reviewed 29 CFR 1910.120
Reviewed relevant MWC programs
Accessed CERT website

Step 4 - Document program—required for each 3AW Outline Program

Complete the following OVERALL CHECKLIST to document compliance with this policy:

◦ Program objectives, agenda, exercises and handouts filed with training program director.
◦ NIEHS support acknowledged (a term & condition of the award).