



Course Catalog for Public Works

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Courses for our Public Works Participants

Accident Investigation

This four-hour program includes information on collection of evidence, conducting interviews, and preparing written reports.

Aerial Lift Training

Training for this program consists of an 8-hour, 1-day class. The first four hours are classroom instruction with a 10-minute break each hour. After a lunch break, the final four hours are hands-on training on an Altec Insulating Aerial Device. The topics we will present in this program are: 1. Safety Statements, Hand Signals and OSHA Regulations 2. Insulating Aerial Device Daily Unit Inspection 3. Traveling 4. Job Briefing 5. Unit Setup and Pre-Operational Inspection 6. Unit Operation 7. Material Handling 8. Load Capacity. 9. Conductor Handling and ISO Grip™ In between each section, we will ask a few questions to see how well you understand the material. After the last topic, you will be tested on all the information. Everyone will be hands-on evaluated on the aerial device to demonstrate the concepts learned in the classroom instruction.

Bloodborne Pathogens Training

This course will review and refresh the employee's knowledge and understanding of Blood Borne Pathogens. Topics covered include but are not limited to applicable State and Federal Regulations, review of general best work practices, and discussion of company policy regarding this topic. All employees will become knowledgeable of the common hazards, causes, and preventative measures associated with topics addressed in the programs used.

Confined Space Competent Person Training

This course will introduce, review, and discuss hazards associated with entry and work in a confined space for the purposes of construction. This course will review the content of the regulations governing confined space entry. This program will also include field exercises to develop knowledge and physical skills. All employees will become knowledgeable of the content of 29 CFR 1926.1201-1213, the hazards, causes, and preventative measures associated with confined spaces in construction. Employees will have received classroom instruction, field training, and an assessment of knowledge retention and skill demonstration.

CPR/AED/First Aid Certification

This certification demonstrates that the holder has successfully completed a training course in the use and administering of emergency medical aid in the form of Cardiopulmonary Resuscitation (CPR); the purpose and use of an Automatic Electronic Defibrillator (AED), and in application of basic First Aid techniques.

CPR/AED First Aid Instructor Development Course

Using a blended training approach, the IDC combines an initial online learning session to develop cognitive understanding, followed by a single-day, in-person classroom session for practicing instructional skills. Individuals must be at least 17 years old and hold current provider certification and/or demonstrated competency in layperson adult, child, and infant CPR, AED,

and first aid. Successful completion of the IDC by itself does not authorize an instructor candidate to conduct training courses and issue certification cards. Candidates who have successfully completed the IDC must affiliate with an approved Training Center which will submit an application for instructor authorization. Instructor candidates can also establish their own Training Center.

[Drug Free Workplace for Employees Training](#)

This course will review and refresh the employee's knowledge and understanding of the Drug Free Workplace Standard and associated policies. This course will fulfill the required one hour of annual awareness training for all employees required by the standard. Topics covered include but are not limited to applicable State and Federal Regulations, review of general best work practices, and discussion of company policy regarding this topic. All employees will become knowledgeable of the common hazards, causes, and preventative measures associated with topics addressed in the programs used.

[Drug Free Workplace Training for Supervisors](#)

This course will review and refresh the employee's knowledge and understanding of the Drug Free Workplace Standard and associated policies. This course will fulfill the required two-hour annual training for all supervisors required by the standard. Topics covered include but are not limited to applicable State and Federal Regulations, review of general best work practices, and discussion of company policy regarding this topic. All employees will become knowledgeable of the common hazards, causes, and preventative measures associated with topics addressed in the programs used.

[Emergency Action Plan](#)

This course will review and refresh the employee's knowledge and understanding of an Emergency Action Plan. Topics covered include but are not limited to applicable State and Federal Regulations, review of general best work practices, and discussion of company policy regarding this topic. All employees will become knowledgeable of the common hazards, causes, and preventative measures associated with topics addressed in the programs used.

[Emergency Communications](#)

All employees will be able to properly identify and discuss the aspects of an effective communication plan in the event of an emergency and should know their role should an emergency occur. Following the guidelines set forth by owner's manual, safety rule manual, and company policy is highly recommended.

[Flagging Certification](#)

This course provides guidance and training for field personnel, such as maintenance crews and utility crews in the planning, selection, application, and operation of flagging procedures as they apply to short-term work zones. The course material was developed with regards to typical short-term maintenance and utility activities. The training covers the applicable standards for work zone protection as contained in Part 6 of the Manual on Uniform Traffic Control Devices (MUTCD), as well as addressing liability issues of highway agencies, utilities, and individuals.

However, the emphasis is on appropriate flagging procedures, duties, and performance of the Flagger. Each attendee successfully completing the course will receive a Carry Card identifying them as a trained Flagger. This certification is valid for two years. The certification is recognized by TDOT and meets their requirements for Flaggers.

[Forklift Operator Training](#)

Learners that complete this course will display the ability to recognize the forklift's instruments and controls, common hazards associated with forklift operation and OSHA-required safe work practices for forklift operation. Students who complete this course receive a completion card in compliance with CFR 1910.178.

[Foreman/Supervisor Conference](#)

This conference is designed to provide foreman and supervisors with knowledge to better execute their responsibilities to their employees, customers, and the utility. Employee and general public safety are emphasized by providing professional presentation of various topics, such as, the National Electric Safety Code, Work Zone Protection, OSHA Standards and ANSI/ASTM Standards to name a few. The program varies from one conference to the next with professional speakers from the National Electric Safety Council, National Utility Training, Safety and Education Association, Tennessee OSHA, and from mid and upper management of electric utilities. People and supervisory skills are also emphasized to improve motivation, leadership, and problem-solving abilities. This conference is typically 16 hours over the course of three days and is typically offered in early January.

[Hazard Communication/Globally Harmonized System Training](#)

This course will review and refresh the employee's knowledge and understanding of the Globally Harmonized System (Hazard Communication/Right-to-know). Topics covered include but are not limited to applicable State and Federal Regulations, review of general best work practices, and discussion of company policy regarding this topic. All employees will become knowledgeable of the common hazards, causes, and preventative measures associated with topics addressed in the programs used.

[Job Briefings](#)

This course will review and refresh the employee's knowledge and understanding of an effective Job Briefing and the importance of conducting thorough Job Briefings before each different job. Topics covered include but are not limited to applicable State and Federal Regulations, review of general best work practices, and discussion of company policy regarding this topic. All employees will become knowledgeable of the common hazards, causes, and preventative measures associated with topics addressed in the programs used.

[OSHA 30 Hr. Construction](#)

The OSHA 30 Hour Construction Industry Outreach Training course is a comprehensive safety program designed for anyone involved in the construction industry. Specifically devised for safety directors, foremen, and field supervisors; the program provides complete information on OSHA compliance issues. OSHA recommends Outreach Training Programs as an orientation to

occupational safety and health for workers covered by OSHA 29 CFR 1926. Construction workers must receive additional training, when required by OSHA standards, on specific hazards of the job. Upon successful completion of the course, participants will receive an OSHA 30-Hour Construction Outreach DOL course completion card.

Trenching & Excavation Competent Person Training

This course will introduce, review, and discuss hazards associated with entry and work in a trenching and excavation for the purposes of construction. This course will review the content of the regulations governing trenching, shoring, and excavation. This program will also include field exercises to develop knowledge and physical skills. All employees will become knowledgeable of the content of 29 CFR 1926.650, the hazards, causes, and preventative measures associated with confined spaces in construction. Employees will have received classroom instruction, field training, and an assessment of knowledge retention and skill demonstration.