

# *OSHA TRAINING*

## *MODULE 1*

### *INTRODUCTION TO OSHA*

## MODULE 1

**Goal:** *The goal of this module is to introduce OSHA to the participants, starting with the formation and history of OSHA.*

**Objectives:** *By the conclusion of Module 1, participants will be able to:*

- *Describe the meaning of OSHA.*
- *Give the history of OSHA including the major events leading to the formation of OSHA.*
- *Describe what OSHA's mission is.*

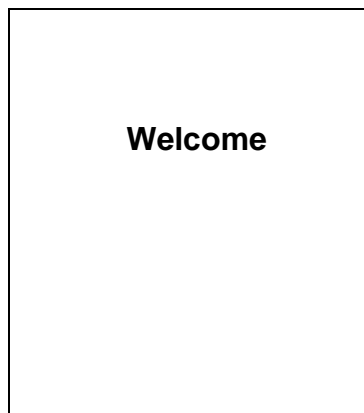
**Pre-requisites:** *None*

**Total Training Time:** *45 minutes*

**Material Needed:** *Flip chart ☐ paper, markers, and a stand or easel.*

**Pre-class preparation:**

1. *Prepare a flip chart ☐ that says "Welcome".*



## MODULE 1

2. Prepare a flip chart  that you can use to illustrate what OSHA means.

**Occupational Safety  
and Health  
Administration**

3. Prepare a flip chart  for the points that make up the History of OSHA.

### History

- *The Triangle Shirtwaist Co Fire*
- *WWI Factory Production*
- *New Deal*
- *Signing of OSHA Act*

## MODULE 1

4. Prepare a flip chart ☐ of OSHA's mission statement.

### **OSHA's Mission**

*The mission of  
OSHA is to save  
lives, prevent  
injuries and protect  
the health of  
America's workers.*

## MODULE 1

*The Agenda for this Module is as follows:*

<b>Time</b>	<b>Activity</b>
<i>5 minutes</i>	<i>Welcome and Introductions</i>
<i>10 minutes</i>	<i>What OSHA Means</i>
<i>5 minutes</i>	<i>OSHA Poster</i>
<i>10 minutes</i>	<i>History of OSHA</i>
<i>5 minutes</i>	<i>OSHA's Mission</i>
<i>5 minutes</i>	<i>Things That Your Employer Has to Give You</i>
<i>5 minutes</i>	<i>Review Questions</i>
<b>45 minutes</b>	<b>Total Time</b>

# MODULE 1

## INTRODUCTION TO OSHA

### WELCOME AND INTRODUCTIONS

*Time: 5 minutes*

1. *Welcome participants to the course with a flip chart ☐ page that says "Welcome".*
  
2. *Introduce yourself and give a brief background.*
  - *Touch on your OSHA experience.*
  - *Summarize your background as a trainer.*
  
3. *Describe the handout that participants have.*
  - *Everyone receives a handout.*
  - *Reasons for the handout vs. a workbook.*
  - *What modules are included.*
  
4. *Have participants introduce themselves by the way of:*
  - *Their name.*
  - *The department they work in.*
  - *Number of years with organization or experience in this type of work.*
  
4. *Tell participants the name of this session is Introduction to OSHA .*
  
5. *Say that the goal of this module is "to introduce OSHA to the participants."*
  
6. *The objectives are:*
  - *To describe the meaning of OSHA,*
  - *Give the history of OSHA including the major events leading to the formation of OSHA,*

- *To describe what OSHA's mission is.*

# MODULE 1

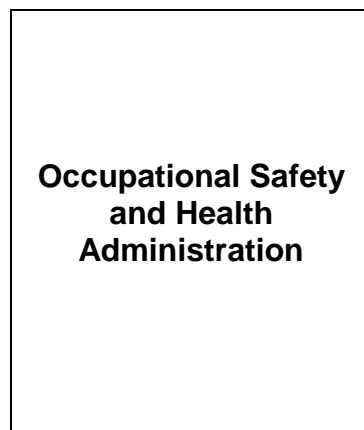
## WHAT OSHA MEANS

*Time: 10 minutes*

### Lecturette

*Each year approximately 5,500 workers die on the job and approximately 5.7 million are injured or become ill due to the workplace. To protect these workers OSHA was founded.*

1. *Ask participants if any of them have heard of OSHA. If so ask them what does OSHA mean?*




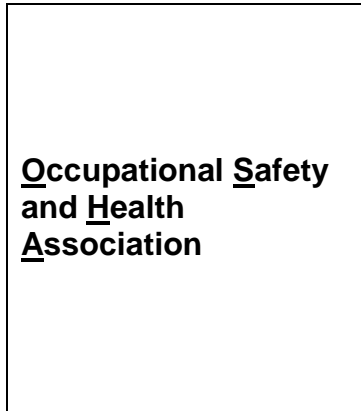
*Answers may include:*

- *A safe workplace*
- *A healthy workplace*
- *A workplace where OSHA training takes place*
- *Noise levels are controlled*
- *Protective clothing is provided*

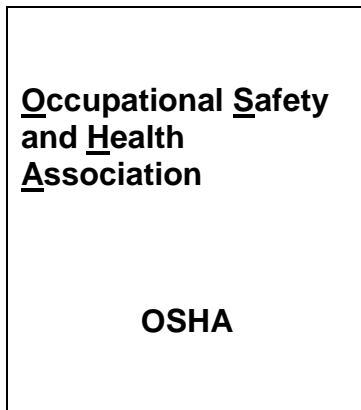


## MODULE 1

2. Use the prepared flip chart , Occupational Safety and Health Administration, to illustrate the letters OSHA. (Refer participants to page 1 of their handout to emulate you.)



3. Write OSHA beneath the words describing the agency.



4. Say that, under federal OSHA regulations, every employer in Pennsylvania must provide a place of employment that is “free from recognized hazards that are causing or are likely to cause death or serious physical harm to his employees.” Employees are required to comply with occupational safety standards. OSHA is a federal agency whose responsibility it is to ensure that workers have safety and health protection.

# MODULE 1

## OSHA POSTER

Time: 5 minutes

As part of the OSHA regulations in Pennsylvania, every employer is to display posters in the workplace that describe both the OSHA standards and the employee rights.

1. Show the OSHA poster example.



2. Refer participants to handout page 2 to see a copy of an OSHA poster. Explain that on the poster are listed the rights of the workers (which we will discuss a little later in Module 2).

# MODULE 1

## HISTORY OF OSHA

*Time: 10 minutes*

### Lecturette

1. *Relay to participants the major events leading up to The Creation of OSHA using a prepared flip chart ☐. Answer any questions that may arise. Refer participants to page 3 of their handout for a listing of the major events leading to the formation of OSHA.*

### The Triangle Shirtwaist Company Fire

- *The 1911 Triangle Shirtwaist Company fire in New York City killed 146 of 500 employees because doors were locked and there were no fire escapes.*
- *Factory workers*
  - *mainly young*
  - *female immigrants*
  - *working long hours for low wages*
- *Frances Perkins, she later became the first Secretary of Labor, investigated the Triangle fire and tried to find ways to prevent future occurrences.*

*Trainer note: Explore the documentary videos on youtube.com (if time permits).*

### World War I Factory Production

- *Production for World War I caused a crisis in workplace safety and health conditions.*
- *The government created a Working Conditions Service to help states inspect plants and reduce hazards.*

# MODULE 1

## New Deal

- *In the 1930's, as part of President Roosevelt's New Deal, additional laws increased the federal government's role in job safety and health.*
- *The federal role was mainly to provide service and information to state governments.*
- *By the late 1950's, the Federal-State partnership could no longer deal with the growing workforce and increasing hazards. Additional federal laws were enacted, but only covered certain industries.*
- *By the 1960's, 14,000 workers died every year and more than 2.2 million workers were not able to work from injuries and illnesses.*

## Signing of OSHA Act

- *The U.S. Congress created OSHA under the Occupational Safety and Health Act of 1970 (the OSH Act). Congress passed the law and established OSHA "to assure so far as possible every working man and woman in the nation safe and healthful working conditions and to preserve our human resources."*
- *On December 29, 1970, President Nixon signed the OSH Act. This Act created OSHA, the agency, which formally came into being on April 28, 1971.*
- *With the creation of OSHA, for the first time, all employers in the United States had the legal responsibility to provide a safe and healthful workplace for employees.*
- *As a result uniform regulations applied to all workplaces.*

# MODULE 1

## OSHA'S MISSION

*Time: 5 minutes*

1. *Explain that similar to most organizations, OSHA has a mission or goal in which it operates. Refer participants to the prepared flip chart ☐ as well as page 4 of their handout and read aloud OSHA's mission.*

**The mission of OSHA is to save lives, prevent injuries and protect the health of America's workers.**

- *To achieve this, federal and state governments work together with more than 100 million working men and women and eight million employers. Some of the things OSHA does to carry out its mission are:*
  - *Developing job safety and health standards and enforcing them through worksite inspections.*
  - *Maintaining a reporting and recording keeping system to keep track of job-related injuries and illnesses.*
  - *Providing training programs to increase knowledge about occupational safety and health.*

## MODULE 1

### THINGS THAT YOUR EMPLOYER HAS TO GIVE YOU

*Time: 5 minutes*

1. Say to the full group, that as a result of the creation of OSHA there are several things that your employer has to give you. They are:
  - Hazard Communication Standard  
*States that employers must give you information and training about the hazardous chemicals at your workplace.*
  - Recordkeeping Rule  
*Requires most employers to keep a record of injuries or illnesses at the workplace; these are reported on a form called OSHA 300 Log.*
  - Access to Employee Exposure and Medical Records Standard  
*Gives you the right to see the results of any testing that has been done at your workplace; it also gives you the right to get a copy of your own medical records from your employer.*

## MODULE 1

### REVIEW QUESTIONS

*Time: 5 minutes*

1. *What does OSHA stand for?*
  
  
  
  
  
  
  
  
  
  
2. *Describe OSHA's creation.*
  
  
  
  
  
  
  
  
  
  
3. *List the mission of OSHA.*

## MODULE 1

### APPRECIATION

1. *Reiterate the goal which was to introduce OSHA to the participants starting with the formation and history of OSHA.*
2. *Thank participants for their attention and participation throughout the session.*
3. *Encourage them to use what they have learned to describe the meaning of OSHA, give the history of OSHA including the major events leading to the formation of OSHA and describe what OSHA's mission is.*



## MODULE 1

### ACKNOWLEDGEMENTS

1. *Introduction to OSHA, Instructor Guide and Student 4.0 packet, OSHA website, [www.osha.gov](http://www.osha.gov).*
2. *Know your OSHA Rights, National Council for Occupational Safety and Health website, [www.coshnetwork.org](http://www.coshnetwork.org).*