



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) Standards
 - b) Why Training
- 2) General Information
- 3) Dust Hazard Analysis
- 4) Removal/Control
 - a) Elimination/Substitution
 - b) Engineering Controls
 - c) Administrative Controls
 - d) PPE
- 5) Safe Work Practices
- 6) Common Hazards
- 7) Conclusion