



Timber Framers Guild

PO Box 60, Becket, MA 01223

413-623-9926 • Fax 888-453-0879 • will@tfguild.org

DRAFT

Part One

Safe Work Practices Curriculum

1A SHOP SAFETY

DESCRIPTION

Identify pertinent legislation and regulations.

Identify and describe common shop hazards.

Identify and describe shop safety equipment and practices.

Identify and describe safety committees.

Identify and describe procedures for reporting an injury at the shop.

| LEARNING TASKS | CONTENT |
|--|---|
| 1. Identify the legislation, rules and regulations that apply to timber framing shops. | <ul style="list-style-type: none">• OSHA Regulations |
| 2. Identify common shop hazards. | <ul style="list-style-type: none">• OSHA Facts• Electrical Hazards• Dust Hazards• Fire Hazards• Moving Equipment / Machinery• Unsafe Storage of Materials• Unsafe Clothing• Hazardous Chemicals / Materials• Loading / Unloading of Timber• Portable & Stationary Tools• Repetitive Strain Injuries• Working Alone• Spontaneous Combustion of Rags & Cloths |
| 3. Describe the purpose, composition and duties of a Safety Committee. | <ul style="list-style-type: none">• OSHA Regulations |
| 4. Describe general shop-safety rules and regulations. | <ul style="list-style-type: none">• OSHA Regulations• Good Practice• Building a Culture of Shop Safety• Safe Clothing• Drugs & Alcohol• Good Housekeeping |
| 5. Identify and describe first aid facilities required at the shop. | <ul style="list-style-type: none">• OSHA Recommendations• ANSI Standards• First Aid Kit Contents• Emergency Contact Information |

GOALS FOR SUCCESSFUL COMPLETION

Theory:

- i) Given a multiple choice test of 40 recall/recognition type questions about OSHA regulations and general shop safety rules followed in the timber framing industry, the learner will answer all questions within 30 minutes and score a minimum of 70% or 28 correct answers without reference materials.
- ii) Learners will correctly identify WCB rules and regulations regarding the reporting of an accident or injury at a shop within their state, and demonstrate how to find information for out-of-state WCB rules and regulations.

Practical:

- iii) Given sample first aid kit from a typical timber framing shop, learners will correctly determine whether or not the contents meet ANSI Standards.
- iv) Given a selection of 3 portable and stationary power tools in a typical timber framing shop, learners will correctly demonstrate the following:
 - a. One safe method to isolate the power supply to each tool
 - b. One correct method to identify damaged/unsafe shop tools
- v) Given a selection of 3 different fire extinguishers a typical timber framing shop, learners will correctly determine the following:
 - a. Whether or not each extinguisher is fit to use.
 - b. For what types of fires each extinguisher should / should not be used

PART ONE - SAFE WORK PRACTICES

1B SITE SAFETY

DESCRIPTION

- Identify pertinent legislation and regulations.
- Identify and describe common site hazards.
- Identify and describe site safety equipment and practices.
- Identify and describe safe shoring and bracing of timber frames.
- Demonstrate inspection and safe use of ladders, scaffolds and access equipment.
- Identify and describe procedures for reporting an injury at site.

| LEARNING TASKS | CONTENT |
|---|---|
| 1. Identify the legislation, rules and regulations that apply to timber framing shops. | <ul style="list-style-type: none"> • OSHA Regulations |
| 2. Identify common shop hazards. | <ul style="list-style-type: none"> • OSHA Facts • Electrical Hazards • Dust Hazards • Fire Hazards • Moving Equipment / Machinery • Unsafe Storage of Materials • Unsafe Clothing • Hazardous Chemicals / Materials • Loading / Unloading of Timber • Portable & Stationary Tools • Repetitive Strain Injuries • Working Alone • Spontaneous Combustion of Rags & Cloths |
| 3. Identify the legislation, rules and regulations that apply to scaffolds, ladders and other access equipment. | <ul style="list-style-type: none"> • OSHA Regulations • OSHA Guidelines (non-mandatory) • Good Practice • Tying-off ladders • Scaffold Inspection • Ladder Inspection |

| | |
|---|---|
| 4. Identify the legislation, rules and regulations that apply to shoring and bracing. | <ul style="list-style-type: none"> • OSHA Regulations • OSHA Guidelines (non-mandatory) • Good Practice |
| 5. Identify and describe first aid facilities required at site. | <ul style="list-style-type: none"> • OSHA Recommendations • ANSI Standards • First Aid Kit Contents • Emergency Contact Information |
| 6. Describe requirements for Welfare Facilities at site. | <ul style="list-style-type: none"> • OSHA Regulations • Potable Water • Site Toilets • Washing Facilities |
| 7. Identify and describe procedures for reporting an accident or injury. | <ul style="list-style-type: none"> • OSHA Regulations • WCB Regulations • Documentation |
| 8. Describe general site safety rules and regulations. | <ul style="list-style-type: none"> • OSHA Regulations • Good Practice • Pre-work Planning & Briefings • Effects of Frame Design on Safe Erection and Dismantling • Building a Culture of Site Safety • Drugs & Alcohol • Fatigue • Good Housekeeping • Signage • Protection of Public • Safe Access & Egress • Guardrails, Handrails & Covers |

GOALS FOR SUCCESSFUL COMPLETION

Theory:

- i) Given a multiple choice test of 40 recall/recognition type questions about OSHA regulations and general site safety rules followed in the timber framing industry, the learner will answer all questions within 30 minutes and score a minimum of 70% or 28 correct answers without reference materials.
- ii) Learners will correctly identify the emergency services telephone number for their area.
- iii) Learners will correctly identify WCB rules and regulations regarding the reporting of an accident or injury at a site within their state, and demonstrate how to find information for out-of-state WCB rules and regulations.

Practical:

- iv) Given a sample first aid kit from a typical timber framing site, learners will correctly determine whether or not the contents meet ANSI Standards.
- v) Given a jobsite ladder, learners will perform a visual inspection and determine whether the ladder is safe for use.
- vi) Learners will demonstrate the correct angle for setting a ladder.
- vii) Learners will demonstrate one correct way for tying-off a ladder.
- viii) Given a fixed access scaffold, learners will perform a visual inspection and determine whether the scaffold is safe for use.
- ix) Given a portable scaffold tower, learners will perform a visual inspection and determine whether the scaffold is safe for use.

PART ONE - SAFE WORK PRACTICES

1C PERSONAL SAFETY

DESCRIPTION

Identify and describe Personal Protective Equipment (PPE).

Identify pertinent legislation and regulations.

Describe and demonstrate safe lifting and manual handling.

| LEARNING TASKS | CONTENT |
|--|--|
| 1. Identify and describe PPE. | <ul style="list-style-type: none">• Eye Protection• Hearing Protection• Hard Hats / Head Protection• Gloves / Skin Protection• Wet-weather / Cold-weather Clothing• Safety Boots / Foot Protection• Respiratory Protection• Personal Fall Prevention Equipment• Personal Fall Protection Equipment• Lifting Belts / Back Protection |
| 2. Identify the legislation, regulations and rules that apply to PPE. | <ul style="list-style-type: none">• OSHA Regulations• ANSI Standards• Good Practice |
| 3. Describe and demonstrate basic body mechanics for safe lifting or moving objects. | <ul style="list-style-type: none">• OSHA Regulations• Body Mechanics• Lifting Techniques |

GOALS FOR SUCCESSFUL COMPLETION

Theory:

i) Given a multiple choice test of 45 recall/recognition type questions about PPE consisting of:

- Specified Job Tasks (15 Questions)
- Specified Weather Conditions (15 Questions)
- Specified Height Safety (15 Questions)

Learners will answer all questions within 45 minutes and score a minimum of 70% or 32 correct answers without reference materials.

Practical:

ii) Given a selection of the following:

- 2 fall arrest harnesses and lanyards in good condition
- 2 damaged fall arrest harnesses
- 4 karabiners in good condition
- 2 damaged karabiners
- 4 anchor slings in good condition
- 2 damaged anchor slings

a) Learners will correctly identify and separate the damaged equipment from the functional equipment within 15 minutes. Learners must identify all damaged equipment.

b) Learners will correctly don 1 fall arrest harness within 15 minutes.

iii) Learners will demonstrate safe body mechanics and lifting techniques to move, lift and roll heavy timbers.

iv) Given a selection of the following PPE:

- 2 hard hats that are out of date and do not meet ANSI standards
- 1 hard hat that is suitable for use at work
- 2 pairs of safety glasses that do not meet ANSI standards

- 1 pairs of safety glasses that are suitable for use at work
 - 2 pairs of safety boots that do not meet ASNI standards
 - 1 pair of safety boots that are suitable for use at work
 - 2 pairs of hearing protection that do not meet ANSI standards
 - 1 pair of hearing protection that is suitable for use at work
 -
- a) Learners will correctly identify and separate the unsuitable PPE from the functional PPE within 15 minutes. Learners must identify all damaged / out of date equipment.

PART ONE - SAFE WORK PRACTICES

1E HAZARDOUS MATERIALS

DESCRIPTION

Identify and describe common controlled products used and stored at a commercial timber framing operation.

Use Material Safety Data Sheets (MSDS) to identify and describe safety precautions for storage and handling of hazardous materials.

Use MSDS to identify appropriate PPE for use of common hazardous materials.

| LEARNING TASKS | CONTENT |
|--|---|
| 1. Identify the legislation, rules and regulations that apply to timber framing shops. | <ul style="list-style-type: none"> • OSHA Regulations • MSDS |
| 2. Identify common controlled products used in timber framing. | <ul style="list-style-type: none"> • Glues & Adhesives • Fuel • Timber Preservatives • Timber Finishes • Issues re: Salvaged Materials |
| 3. Demonstrate use of MSDS to identify common hazardous material. | <ul style="list-style-type: none"> • MSDS |
| 4. Demonstrate use of MSDS to identify appropriate PPE for common hazardous materials. | <ul style="list-style-type: none"> • MSDS • OSHA Regulations • ANSI Standards |

GOALS FOR SUCCESSFUL COMPLETION

Theory:

i) Given a multiple choice test of 40 recall/recognition type questions about OSHA regulations and general safety rules followed in the timber framing industry, the learner will answer all questions within 30 minutes and score a minimum of 70% or 28 correct answers without reference materials.

Practical:

ii) Learners will select one common controlled product and demonstrate the correct use of MSDS to determine appropriate PPE when working with this product.