BOP™ COURSE SYLLABUS

GENERAL EMPLOYEE SAFETY
- Safety Foundations
- View General Safety video
- Responsibilities of Owner Facilities, Employers, and Employees
- General Safety Topics
- Plant Entry and Security
- Accident Reporting
- Problems/Concerns
- Emergency Alarms and Communication

HAZARD COMMUNICATION
- OSHA’s “right-to-know” Law
- View Hazard Communication video
- Physical and Health Hazards
- Recognizing Hazards
- Material Safety Data Sheets
- Marking and Labeling for Hazardous Materials
- NFPA and HMIS Methods for Labeling
- Asbestos in the Workplace
- Lead in the Workplace
- Radioactive/laser sources
- Hazards of Nitrogen (added content from MASC)

PERSONAL PROTECTIVE EQUIPMENT
- View Personal Protective Equipment video
- Control of Hazards
- Assessment/Reassessment of Hazards
- Selection Guidelines
- Fitting Devices Correctly
- Adjustable Features
- Cleaning and Maintenance
- FRC (Fire Resistant Clothing)

RESPIRATORY PROTECTION
- Requirements to Wear a Respirator
- Respiratory Hazards
- Types of Respirators
- Factors That Affect Respirator Fit
- Limitations of Respirators

HEARING CONSERVATION
- View Hearing Conservation video
- Effects of Noise
- Mechanics of Sound and Hearing
- Symptoms of Exposure
- OSHA Hearing Conservation Standard
- Monitoring and Audiometric Testing
- Impact of Administration and Engineering Controls

ELECTRICAL SAFE-WORK PRACTICES (FOR NON-QUALIFIED)
- View Preventing Electrical Accidents video
- Causes of Electrical Accidents
- Unsafe Work Practices
- Energized and De-Energized Equipment
- Lockout/Tagout Procedures Overview

ELECTRICAL SAFE-WORK PRACTICES (CONT’D)
- Permits and Work Authorizations
- Qualified Person vs. Non-Qualified Person
- Overhead Line Safety
- Grounding and GFCIs
- Energized Parts General Safety Consideration
- Safe Work Practices for Portable Electrical Equipment

ELEVATED WORK
- View Elevated Work Surfaces video
- Types of Fall Hazards
- Fall Prevention and Fall Protection
- Employer and Employee Responsibilities
- Training and Retraining Requirements
- Personal Fall Arrest Systems
- Falling Objects
- Primary Fall Prevention Systems
- Types of Scaffolds
- Scaffold Construction, Capacity, and Access
- Scaffold Safe Work Practices
- Types of Ladders
- Ladder Duty Rating and Capacity
- Safe Ladder Use Rules
- Ladder Inspection
- Excavation, Trenching and Shoring

PROCESS SAFETY MANAGEMENT
- View Process Safety Management video
- Employee Involvement
- Process Safety Information
- Process Hazard Analysis
- Operating Procedures and Practices
- Employee and Contractor Training
- Pre-Startup Safety
- Mechanical Integrity
- Non-Routine Work Authorizations/Hot Work
- Managing Change
- Investigation of Incidents
- Emergency Preparedness
- Compliance Audits

GENERAL RULES AND EMERGENCY RESPONSE
- Plant Entry and Security
- Controlled Substance Policies and Procedures
- Permit and Work Authorization Procedures
- Job Site Maintenance and Housekeeping
- Vehicle and Equipment Safety
- Hand and Back Safety
- Chemistry and Classification of Fire
- Fire Extinguisher Classification
- Fire Prevention
- Confined Space Requirements
- Emergency Action Plans
- Smoking Restrictions
- Accident Reporting
- Emergency Alarms and Communication