

The Maine Department of Labor offers safety and health and labor law classes—at no charge.

## JANUARY 2024 CLASSES

(all in Augusta unless indicated otherwise)

### Forklift Operator Safety

This full-day class is designed for new operators. The instruction will involve classroom and hands-on training. Training will include performing a forklift inspection and using a forklift simulator. This training does not meet the requirements to qualify the participants to be a “qualified operator.” Only the employer can provide such certification.

January 3

### Bloodborne Pathogens Train-the-Trainer

This half-day class provides guidance on what is needed to be compliant with the bloodborne pathogen standard. This course will review written program requirements, training, documentation, Hepatitis B, and sharp logs.

January 4

### How to Conduct a Personal Protective Equipment (PPE) Assessment

This half-day course is designed to assist you in developing a PPE Assessment 1910.132(d). Employers must conduct a hazard assessment prior to requiring employees to use PPE. The assessment provides information needed to select the appropriate PPE for the hazards at the workplace. Learn how to conduct a hazard assessment in this hands-on class.

January 9

### HazCom/Chemical Substitution

Hazard Communication (HazCom) is one of the top three most frequently cited OSHA standards. It was updated in 2012 to reflect the Globally Harmonized System of Classification and Labeling of Chemicals (GHS). Employers must train employees on GHS and on any new hazards identified based on the manufacturer’s reevaluation of existing chemicals. Half of this class covers HazCom/GHS, and the other half focuses on eliminating and/or substituting chemicals in the workplace. Eliminating a hazardous chemical or substituting it with something less hazardous not only reduces employee health and safety risks but can improve your company’s bottom line.

January 10

### 10-Hr. Shipyard Standards

This one-and-a-half-day course offers basic information on a variety of shipyard/boat building industry safety/health standards (29 CFR 1915). Attendees who complete the course will receive an OSHA 10-hour course completion certificate.

January 11 & 12

### Wage & Hour Compliance

This course is designed for human resource or benefits professionals, accountants, business owners, managers, or payroll supervisors. Labor Laws can be complex. This seminar covers wage and hour laws, including minimum wage, overtime, youth employment, severance pay, equal pay, rest breaks, leave requirements (earned paid leave, family medical leave, family sick leave and leave for victims of violence). This class addresses commonly asked labor-related questions.

January 17

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Brewer

January 24

### Scaffolding & Fall Protection

This course covers the OSHA requirements for scaffolding and fall protection, including the definition of “competent person.”

January 29

### Safety and the Supervisor

The success of any safety program is dependent on your front-line supervisors. Do they have the technical and interpersonal skills it takes to move your safety program in a positive direction? This training discusses the interpersonal skills all supervisors develop to create a positive safety culture. In addition, this course will outline the key tasks supervisors should be performing, daily, to identify hazards and keep their employees safe.

January 30

Call 207-623-7900 to enroll • TTY users call Maine Relay 711  
Maine Department of Labor, Bureau of Labor Standards  
45 State House Station, Augusta, ME 04333-0045

Visit our website at [safetyworksmaine.gov](http://safetyworksmaine.gov) for a complete list of classes.

The Maine Department of Labor provides equal opportunity in employment and programs. Auxiliary aids and services are available to individuals with disabilities upon request.

