



Sample Outline for Talk about OSHA
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Proposed Talk: “Intro to OSHA (Occupational Health and Safety Administration)”
(This can be customized to be between 1 – 2 hours.)

- 1.) WHAT IS IT?
- 2.) When did it come into existence?
- 3.) What is its jurisdiction?
- 4.) Is it a law?

- 5.) How does it apply to me? I just work in an office.
- 6.) How does it apply to me? I work in a manufacturing plant.
- 7.) How does it apply to me? I work in a ... (have the company or individual finish it.)

- 8.) Make mention about the most cited workplace violations.

- 9.) Expand* –briefly– on any of the following specific General Industry topics by emphasizing *hazard identification, avoidance, control and prevention*:
 - a.) Safety Recordkeeping
 - b.) Walking & Working Surfaces
 - c.) Exit Routes
 - d.) Emergency Action Plans
 - e.) Fire Prevention Plans
 - f.) Fire Protection
 - g.) Electrical Safety, Lock-out/Tag-out (LO/TO)
 - h.) Flammable and Combustible Liquids
 - i.) Personal Protective Equipment (PPE)
 - j.) Machine Guarding
 - k.) Permit-Required Confined Spaces
 - l.) Industrial Hygiene
 - m.) Bloodborne Pathogens
 - n.) Ergonomics
 - o.) Safety & Health Plans
 - p.) Hazard Communication, Material Data Safety Sheets (MSDS)

*The company could choose in advance which topics they want expanded, or they can simply ask questions specific to their workplace on the spot.

Thank you very much for considering **Bridges Language Institute**. It would be an honor to work you!