

**\*\* IMPORTANT CHANGE \*\***  
**OSHA Outreach Training Program**  
**New Limit of 7½ Hours of Training per Day**

**\* 10-hour course required over minimum of 2 days**

**\* 30-hour course required over minimum of 4 days**

**Who is Affected:** All OSHA Authorized Outreach Trainers

**What**

- New requirements mandate
  - Maximum of 7½ hours of training in one day
  - 10-hour courses be delivered over a minimum of 2 days
  - 30-hour courses be delivered over a minimum of 4 days
- Trainers not meeting these requirements will not receive student completion cards

**Why Did OSHA Change its Policy?**

The emphasis of training should be on the quality of training and the trainees' ability to retain key safety information in order to recognize and avoid workplace hazards. Limiting training to more reasonable time increments will ensure higher quality safety training. Training days encompassing 11-13 hours are not conducive for worker learning and retention.

**Where to Find the Policy**

Follow the link provided in the announcement box at  
[www.osha.gov/dte/outreach/construction\\_generalindustry/index.html](http://www.osha.gov/dte/outreach/construction_generalindustry/index.html)

**Can a Trainer Receive an Exception to these Requirements?**

- Exceptions will only be granted in extremely extenuating circumstances.
- OSHA will not consider cost savings, trainer availability, time limits or missing work as extenuating circumstances
- Send exception requests at least 8 weeks prior to the start of the class to Director, OSHA Office of Training and Educational Programs, 2020 S. Arlington Heights Rd., Arlington Heights, IL 60005

**Effective Date**

Effective immediately. This requirement will be noted in the revision of the Outreach Training Program Guidelines scheduled for October 2010.