



MID-ATLANTIC OSHA TRAINING INSTITUTE EDUCATION CENTER

MEMORANDUM OF UNDERSTANDING

FROM: Rod Markley, CSP, CHST, CET
Program Director

TO: MAOTIEC Outreach Training Program Trainers

DATE: January 1, 2017

SUBJECT: Revisions to Outreach Training Program Requirements and Procedures

The purpose of this memorandum is to inform all Outreach Training Program Trainers of the revisions made to the Outreach Training Program Requirements and Procedures. Implementation of these revisions to the OSHA Outreach Training Program began on January 1, 2017 with an effective date of April 1, 2017. Therefore, all Authorized Outreach Trainers are expected to comply with these changes no later than April 1, 2017. The revised Outreach Training Program Requirements and Procedures will help increase the integrity of the Outreach Training Program and improve the effectiveness of the training experience for trainers and students.

The Outreach Training Program Requirements cover the requirements applicable for all OSHA Outreach Training Programs. Four separate Outreach Training Program Procedures documents provide specific industry program rules for Construction, General Industry, Maritime, and Disaster Site Worker Outreach Training Programs. In accordance with the Statement of Compliance signed by each Authorized Outreach Trainer, it is your responsibility to ensure that you meet the requirements of the most recent edition of the OSHA Outreach Training Program requirements and related procedures. If you have any questions to these revised Requirements and Procedures, please call us.

A summary of key changes to the Outreach Training Program have been captured by OSHA and listed in the attached handout (OTP Revision Flyer - January 2017). This handout does not cover all the changes; therefore, please read the revised Outreach Training Program Requirements and Procedures for your industry to identify all the changes.

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In order to implement these changes and provide you with access to the updated Outreach Training Program Requirements as well as each of the Outreach Training Program Industry Procedures, OSHA has posted the Outreach Training Program Requirements and Procedures documents on their website at <https://www.osha.gov/dte/outreach/index.html>.

Your cooperation and compliance with the revisions to the Outreach Training Program Requirements and Procedures documents are appreciated. If you have further questions regarding this matter, please contact Rhani Landrus, Program Coordinator, by email at rhani@chesapeakesc.org or by phone at 877-700-6212.

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