



Department Approved Course Requirements

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| Course Title: | 8-Hour Site Safety Coordinator |
| Course Required for: | <input checked="" type="checkbox"/> License Qualification |
| Purpose: | This course is a shortened version of the 40-Hour Site Safety Manager Course |
| Duration: | 8 hours of instruction time, excluding breaks & meals. |
| Class Size: | 1 – 50 trainees |
| NYC Requirement: | To obtain a Site Safety Coordinator Certificate , the applicant (a Registered Architect, a Licensed Engineer or an applicant who has 5 years of construction supervision/safety experience including 3 years supervising major buildings) must complete and submit to the Licensing Unit - a certificate of completion for 8 hours of training as mandated by the NYC 2014 Construction Codes - Title 28 General Administrative Provisions, Chapter 4 Licensing & Registration of Businesses, Trades & Occupations, Article 403 Site Safety Coordinator Certificate §28-403.2 Qualifications. |
| Facility Requirements: | The Training Facility used by the Course Provider must: <ul style="list-style-type: none">• Have sufficient room to accommodate all expected attendees and the equipment needed to perform hands-on exercises where required as part of the course;• Make provisions for the presentation of training material in all media types (computer, projector, video/DVD player, etc.); and• Comply with all applicable laws, rules & regulations relating to occupancy, zoning, egress, fire detection, fire suppression, light, ventilation, cleanliness, sanitary facilities, emergency notification & evacuation procedures. |
| Instructor Requirement: | <p>To deliver this course the instructor(s) must demonstrate that he or she is credentialed or trained in instructional methods and learning processes. The instructor(s) must also successfully demonstrate his or her ability to solve or resolve problems relating to the subject matter by possession of a recognized degree, certificate, licensure or professional standing, or by extensive knowledge, training, and experience, in the subject matter being taught. To the extent that the course instructor(s) holds, or has held, a trade license issued by the Department, it must be in good standing and not be surrendered to, suspended by or revoked by the Department.</p> <p>Have 10 years of documented experience in the field of Construction Safety or Management and/or possess a valid Site Safety Manager Certification.</p> |
| Curriculum Requirement: | All topics listed under Course Content Outline must be covered using the listed Instructional Delivery Method . The time dedicated to each outline topic should be appropriate for the course content and can vary depending on the trade or job performed by the licensee. The Instructional Delivery Materials used in this course must contain all current applicable NYC Construction Code references, current rules, policies and bulletins. |



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1. **Introduction to Site Safety Management**
Site Safety Manager and Coordinator Description
Construction Superintendent Description
Concrete Safety Manager Description
Fire Safety Manager Description
Classroom Lecture/Discussion with A/V
2. **Construction Site Accidents**
Common Causes and Prevention
Accident Statistics
Case Studies with Photos
Classroom Lecture/Discussion with A/V
3. **NYC Site Safety Manager Certification Requirements**
Building & Construction Sites that require a Site Safety Manager
Steps to get or renew a Certificate
Discipline/suspension/revocation of a Certification
Classroom Lecture/Discussion w A/V
4. **OSHA 1926 Overview - Safety and Health Regulations for Construction**
Focus on the Four Hazards from the 10 Hour OSHA Course & all applicable subparts.
Classroom Lecture/Discussion with A/V
5. **NYC Codes Overview** – cover all applicable codes, rules, related Department policy statements, regulatory notices, bulletins and memos including:
Title 1 Rules of the City of New York - Chapter 48 & 100
NYC Fire Code '14 - Chapter 14 Fire Safety during Construction, Alteration and Demolition
NYC Department of Transportation - Regulations & Permits
Building Code '68 - All applicable sections still in effect
Construction Codes '08 - General Administrative Provisions
Building Code '08 – All applicable sections including:
Update Pages/Local Laws promulgated after July 1, 2008;
Chapter 1 Administration - Permits, Maintenance, Enforcement & Licensing;
Chapter 33 Safeguards during Construction or Demolition; and
Chapter 35 Reference Standards
Construction Codes '14 - General Administrative Provisions
Building Code '14 – All applicable sections including:
Update Pages/Local Laws promulgated after January 1, 2015;
Chapter 1 Administration - Permits, Maintenance, Enforcement & Licensing;
Chapter 33 Safeguards during Construction or Demolition; and
Chapter 35 Reference Standards
Classroom Lecture/Discussion with A/V
6. **NYC Department of Buildings Overview** – Cover all applicable Administrative standard operating procedures, policy & procedure notices, permits/Department notifications, forms, filing and site documents, plans, inspection checklists/logs, and wind and weather advisories
Classroom Lecture/Discussion with A/V
7. **Site Safety Plan Requirements**
Classroom Lecture/Discussion with A/V
8. **Jobsite Safety Violations**
Classroom Lecture/Discussion with A/V
9. **Safe Use of Tools on the Jobsite**
Classroom Lecture/Discussion with A/V
10. **Safety Protocols for Concrete, Standpipe Inspection, Cranes & Derricks, Supported/Suspended Scaffolds & Sheds**
Classroom Lecture/Discussion with A/V
11. **Reoccurring Jobsite Safety Problems**
Classroom Lecture/Discussion with A/V
12. **Jobsite Emergency Situations & Preparedness Procedures**
Classroom Lecture/Discussion with A/V
13. [NYC Buildings Unsafe Condition \(311\) Notification Procedure](#)
Provide Copy to Trainee & Discuss
14. [NYC/DOI Buildings Integrity Training Contact Information Sheet](#)
Provide Copy to Trainee & Discuss
15. **Review All Training Topics**
Discussion with Questions & Answers
16. **Written Assessment (Multiple Choice)**
Classroom