Newly Hired Experienced Miner MSHA Training

Basic MSHA at Your County Pit

Miners' Rights and Supervisors' Responsibilities

Health and Safety Aspects | Common Health Exposures

Fire and Emergency Procedures

Electrical Safety and Hazards Recognition

Powered Haulage and Haul Road Safety

Respirator Refresher

Presented by County Technical Services, Inc.

Name:

County:

Date:

Basic MSHA at Your County Pit

1. **From the five-year loss graphs, name the top two ways you can be injured as a Road/Bridge employee and the associated costs to counties?**

   1) _____ $$_____
   2) _____ $$_____

2. **From the video "Powered Haulage Accidents," name three ways powered haulage accidents can be prevented:**

   1) _____
   2) _____
   3) _____

3. **According to MSHA 57.18010, who should be trained in first aid?**

   1) _____
   2) _____

4. **List four moving machine parts that must be guarded:**

   1) _____
   2) _____
   3) _____
   4) _____

5. **The video "Surface Mining Conveyors" states that using Tagout alone during Lockout/Tagout procedures is not an acceptable method of protection. Why?**

   _____
   _____

6. **Why does MSHA require counties to conduct and document five areas of training?**

   _____
   _____
   _____
   _____
   _____

Name:

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Miners' Rights and Supervisors' Responsibilities

1. **After reading the attached Miners' Rights list, provide three rights that are most important to you:**

   1) _____
   2) _____
   3) _____

2. **A miner can file a complaint with MSHA if they believe they have been discriminated against by contacting MSHA at 1-800-746-1553.**

   ☐ True ☐ False

3. **Before contacting MSHA for a mine inspection, what should I do?**

   1) _____
   2) _____
   3) _____

4. **What three criteria define who is considered a supervisor:**

   1) _____
   2) _____
   3) _____

5. **Name four areas where supervisor liability may exist:**

   1) _____
   2) _____
   3) _____

6. **In the video "Workplace Accidents," list three ways that Supervisor Teresa contributed to employee Joe's accident:**

   1) _____
   2) _____
   3) _____

Name:

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Health and Safety Aspects | Common Health Exposures

1. **Chemicals that can cause health effects have five basic ways of entering the body:**

   1) _____
   2) _____
   3) _____
   4) _____
   5) _____

2. **Describe three critical pieces of information you can learn from a Safety Data Sheet:**

   1) _____
   2) _____
   3) _____

3. **Hazards of Occupational Noise:** Noise can cause _____; interfere with _____; be _____; and reduce _____.

4. **Describe three ways to control dust coming into the cab of your truck or equipment:**

   1) _____
   2) _____
   3) _____

5. **One of the *least* dependable ways to ensure exhaust fumes are removed from the work area is to rely solely on:**

   _____

   _____

6. **Successful assessment for someone who is "down" or unconscious involves the "ABCs" of fundamental first aid. What are the ABCs of first aid:**

   1) Check their A_____ for anything blocking it
   2) Check to see if they are B_____
   3) Check for C_____ by looking for a pulse

Name:

County:

Date:

Fire and Emergency Procedures

1. **What three elements make up the "fire triangle":** _____, _____, and _____.

2. **Give three situations where you should not attempt to fight a fire:**

   1) _____
   2) _____
   3) _____

3. **The approximate discharge time for a 10-pound fire extinguisher is:**

   1) ☐ 90 seconds
   2) ☐ Less than 20 seconds
   3) ☐ 4-5 minutes
   4) ☐ 2 minutes

4. **To use an extinguisher effectively, remember the PASS method, which stands for:**
   P_____, A_____, S_____, S_____

5. **An accident that occurs in the pit may require reporting to:**

   1) ☐ 911
   2) ☐ Supervisor
   3) ☐ MSHA
   4) ☐ All the above

6. **What are the addresses of the two pits you frequent most?**

   1) _____
   2) _____

7. **The two pits above have adequate cell phone and/or radio coverage?**

   ☐ True ☐ False

Name:

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Electrical Safety and Hazards Recognition

1. **Select the correct types of protection for electrical systems:**

    1) ☐ Circuit Breakers
    2) ☐ Lockout/Tagout practices
    3) ☐ Grounding Devices
    4) ☐ GFCIs
    5) ☐ All the above

2. **Ground Fault Circuit Interrupters (GFCIs) protect people by shutting off power when a fault is detected in a range of _____ to _____ milliamps.**

3. **In addition to electrical energy, Lockout/Tagout procedures must address other sources of stored energy that can present a hazard if not properly released or controlled. Name three other energy sources you could encounter:**

    1) _____
    2) _____
    3) _____

4. **MSHA 56.12071 requires energized overhead lines to be de-energized or a minimum clearance of at least _____ feet to be maintained.**

5. **Extension cords should be inspected for cracked sockets, frayed or separated outer covers, damaged ground-plugs, and other conditions that could cause an electrical shock. How often should they be inspected?**

    1) ☐ Monthly
    2) ☐ Daily
    3) ☐ When the boss is looking
    4) ☐ At each use

Name:

County:

Date:

Powered Haulage and Haul Road Safety

1. **In the video "Highway Truck Inspection," what three areas of concern did the MSHA Inspector focus on?**

   1) _____
   2) _____
   3) _____

2. **What are three benefits of conducting the loader startup procedure?**

   1) _____
   2) _____
   3) _____

3. **How wide should a two-way haul road be?**

   _____

   _____

4. **What are three purposes of a berm?**

   1) _____
   2) _____
   3) _____

5. **"Spot the Hazard" picture exercise. Identify five unsafe conditions that could increase the risk of employee injury or equipment damage.**

   1) _____
   2) _____
   3) _____
   4) _____
   5) _____

Name:

County:

Date:

Respirator Refresher

1. **Name the three general MSHA/OSHA requirements for an operator's respiratory program.**

2. **Describe three hazardous respiratory conditions you may encounter in your job:**

3. **An oxygen-deficient atmosphere contains less than what percentage of oxygen?**
   _____%

4. **Describe two reasons not to rely on odor alone as a warning of chemical exposure:**

5. **At a minimum, what type of fit test should be performed on a mask?**

NEWLY-HIRED EXPERIENCED MINER TRAINING RECORD/CERTIFICATE

Miner's Full Name (Print) _____

Mine or Contractor Name _____ ID#_____

Subject 30 CFR Part 46.6	**Course Length**	**Date**	**Competent Person**	**Location** (Name & Address if Institution)	**Miner's Initials**
The miner has received the following training before beginning work:					
(b)(1) Introduction to work environment, mine tour, mining method/operation			_____ **County Supervisor**		
(b)(2) Instruction on recognition and avoidance of electrical and other hazards	1.0 Hr.		**CTSI Loss Control**		
(b)(3) Emergency procedures, escape, and firefighting	1.0 Hr.		**CTSI Loss Control**		
(b)(4) Health and safety aspects of tasks assigned	1.0 Hr.		**CTSI Loss Control**		
(b)(5) Instruction on statutory rights of miners and their representatives	1.0 Hr.		**CTSI Loss Control**		
(b)(6) Authority & responsibility of supervisors and miners' representatives	1.0 Hr.		**CTSI Loss Control**		
(b)(7) Introduction to your rules and procedures for reporting hazards	1.0 Hr.		**CTSI Loss Control**		
No later than 60 days:					
(c) Respiratory devices	1.0 Hr.		**CTSI Loss Control**		

False certification is punishable under section 110 (a) and (f) of the Federal Mine Safety and Health Act. This certificate is required under Public Law 91-173 as amended by Public Law 95-164. Failure to comply may result in penalties and other sanctions as provided by sections 108 and 110, Public Law 95-164.

I certify that the above training has been completed.

_____ _____

(Signature of person responsible for health and safety training) (Date)

Miners' Rights and Responsibilities

MSHA 3116a (OT-2a)

Introduction

The Mine Act (Act) and the MINER Act give you and your representative many rights because Congress wanted to encourage you to take an active, responsible role in matters of mine safety and health. A good safety and health program depends on the active participation and interest of everyone at the worksite. If you and your fellow miners take advantage of these rights, you can help decrease workplace deaths, injuries, and illnesses.

What Is a Mine?

A mine is generally any surface or underground location involved in the extraction, preparation, or processing of coal or other minerals.

Who Has Rights Under the Act?

Miners, representatives of miners, applicants for employment.

All persons (including supervisors, contractors, construction or demolition workers, and truck drivers) working at a mine are considered to be "miners" and may exercise the rights given them by the Act.

What Are My Rights?

You have a right to:

File or make a complaint of an alleged danger or safety or health violation to a Federal or State agency, a mine operator, and operator's agent or a miners' representative.

Participate in proceedings under the Act such as: testifying, assisting, or participating in any proceeding instituted under the Act, or filing a complaint with the Federal Mine Safety and Health Review Commission.

A medical evaluation or to be considered for transfer to another job location because of harmful physical agents and toxic substances. (For example: a coal miner has the right to a chest x-ray and physical examination for black lung disease [pneumoconiosis] and potential transfer to a less dusty position if the miner has a positive diagnosis.)

Withdraw yourself from the mine for not having the required health and safety training.

Refuse to work in unsafe or unhealthy conditions. NOTE: You must notify the operator of the condition and give them an opportunity to address the situation.

Exercise any statutory rights afforded by the Act.

How Am I Protected?

Section 105(c) protects you from discrimination for using any of the rights given to you by the Act.

Discriminatory acts covered by the Mine Act include, but are not limited to:

Discharge or termination

Layoff

Demotion

Refusal of employment

Reduction in your benefits, vacation, bonuses, or rates of pay

Changes in your pay and hours of work

Threats of reprisal

Interference with exercise of your statutory rights

Transfer to a less desirable position at less than the regular rate of pay you received immediately prior to transfer

What Do I Do if I Am Discriminated Against?

If you are a miner, representative of miners, or applicant for employment and you believe that you have been the subject of discriminatory conduct as a result of exercising your rights, you must file a discrimination complaint within 60 days of the discriminatory event. If you were not aware of the discrimination during the 60 day period, or other factors prevented you from filing your complaint, your delay may be excused if you have a good reason.

Important Note: *Be sure to write down the date and time of events or actions related to the discrimination. If you have been financially affected by the discrimination, whether due to a demotion, firing, or loss of overtime, these financial losses could possibly be returned to you if they are properly documented.*

If you are discriminated against by being fired or by being the subject of other changes in your working conditions, you may be eligible for temporary reinstatement. Requests for temporary reinstatement must be made to MSHA and will be examined for potential merit. Department of Labor attorneys may ask the Federal Mine Safety and Health Review Commission to order your temporary reinstatement.

You may file your complaint with any MSHA office or local Black Lung office. MSHA staff are specially trained to assist you, answer your questions, and provide you with the documents you need to file your complaint. MSHA's headquarters office also has specially trained persons available to answer questions and help you in filing a complaint.

Discrimination on the basis of race, sex, religion, handicap, etc. is NOT covered by Section 105(c) of the Mine Act. However, MSHA will assist you in contacting other agencies for appropriate relief.

Miners' Representatives – Participating In Inspections

Your miners' representative has the right to accompany an MSHA inspector during activities that involve enforcement of health and safety standards and to participate in conferences before and after the inspection occurs.

Your representative participates in our inspection without loss of pay under certain circumstances.

Every shift should have a miners' representative available to participate in an inspection. If there is no representative available at your mine, two or more miners may select one to travel with the MSHA inspector. Should you decide not to select a representative (or a representative is not available) the MSHA inspector will talk with a reasonable number of miners about health and safety matters at the mine.

Reporting Possible Violations and Imminent Dangers

You may tell MSHA at any time about a violation of the Act, violation of health and safety standards, or the existence of an imminent danger. You can do this by word of mouth or by calling or writing any MSHA inspector or office. Your identity remains confidential. To report a mine accident or a mine hazard, "One Call Does It All!" at 1-800-746-1553.

Can I Receive Pay if I Miss Work Because of a Withdrawal Order?

If:

You are working on the shift when a withdrawal order is issued and you are idled by the withdrawal order, you are entitled to full regular pay for the time lost, but only for the balance of the shift.

The order is not terminated before the next shift, all the miners on the next shift are entitled to be paid at their regular rate for the time they are idled, up to four hours.

You are withdrawn from the mine or part of the mine and idled because the operator does not comply with any mandatory safety or health standard, you are to be paid for lost time at your regular rate for the time you are idled, or for one week, whichever is the lesser.

The operator fails to comply with a withdrawal order issued under the Act and keeps you working in the area to which the order applies, you are entitled to receive double pay for the time you worked while the withdrawal order was in effect. NOTE: If you are working to correct the condition that resulted in the withdrawal order, then you are not working in violation of the order and are not entitled to double pay.

You or your representative believe you are entitled to compensation, and have not been paid, you must file a complaint with the Federal Mine Safety and Health Review Commission. Your complaint must be filed within 90 days after the idle period began or should have begun. For additional information, please visit the Commission's Web site at www.fmshrc.gov.

Training (Part 48 and Part 46)

If you work in a mine and engage in mining operations, whether you are a rank and file employee or a supervisor (this includes independent contractors and their employees, and any construction worker exposed to mining hazards), you have a right to receive health and safety training as follows:

You have the right to be trained during normal working hours.

You have the right to be paid at the same rate of pay while receiving training as if you were performing your usual job, if you are an employee of the operator.

If required training occurs at a place other than your normal workplace, you have the right to be compensated for the additional costs associated with your training such as mileage, meals, and lodging.

You have the right to receive a copy of your training certificate from the operator when you complete each training program.

You cannot be fired, suffer any loss of wages, or be otherwise discriminated against if you are withdrawn from a mine by an MSHA inspector for not having the required safety and health training.

You have the right to be paid from the time you are withdrawn until an MSHA inspector verifies the training has been received.

Your Responsibilities

Always:

Comply with all Federal and state laws, regulations, and your mine's safety and health policies.

Notify the operator when refusing to work in unsafe or unhealthy conditions. NOTE: You must notify the operator of the condition and give them an opportunity to address the situation.

Never:

Give advance notice of an inspection conducted under the Act.

Knowingly make a false statement to MSHA.

Knowingly make a false representation (orally or in writing) on an application, record, report, plan, training certificate, or other document required to be kept or filed with MSHA.

Smoke in an underground coal, gassy metal/nonmetal mine, or other surface or underground location where smoking is prohibited.

Please contact your miners' representative, the nearest MSHA office, or log onto MSHA's home page at www.msha.gov for additional resources and information.

U.S. Department of Labor
Mine Safety and Health Administration
Visit our Web site at www.msha.gov

May 2010

U.S. Department of Labor

Mine Safety and Health Administration
Educational Field and Small Mine Services

Location _____ Date _____

Competent Person _____ Duration _____ Time _____

Personal Protection

56.15001 **First-aid materials.** Adequate first-aid materials, including stretchers and blankets, shall be provided at places convenient to all working areas. Water or neutralizing agents shall be available where corrosive chemicals or other harmful substances are stored, handled, or used.

56.15002 **Hard hats.** All persons shall wear suitable hard hats when in or around a mine or plant where falling objects may create a hazard.

56.15003 **Protective footwear.** All persons shall wear suitable protective footwear when in or around an area of a mine or plant where a hazard exists which could cause an injury to the feet.

56.15004 **Eye protection.** All persons shall wear safety glasses, goggles, or face shields or other suitable protective devices when in or around an area of a mine or plant where a hazard exists which could cause injury to unprotected eyes.

56.15005 **Safety belts and lines.** Safety belts and lines shall be worn when persons work where there is danger of falling; a second person shall tend the lifeline when bins, tanks, or other dangerous areas are entered.

56.15006 **Protective equipment and clothing for hazards and irritants.** Special protective equipment and special protective clothing shall be provided, maintained in a sanitary and reliable condition and used whenever hazards of process or environment, chemical hazards, radiological hazards, or mechanical irritants are encountered in a manner capable of causing injury or impairment.

56.15007 **Protective equipment or clothing for welding, cutting, or working with molten metal.** Protective clothing or equipment and face shields, or goggles shall be worn when welding, cutting, or working with molten metal.

56.15014 **Eye protection when operating grinding wheels.** Face shields or goggles in good condition shall be worn when operating a grinding wheel.

56.15020 **Life jackets and belts.** Life jackets or belts shall be worn where there is danger from falling into water.

- **Fatal grams: 56.15002 56.15005, 56.15006, 56.15007, 56.15020,**

- **Attendees:**

U.S. Department of Labor

Mine Safety and Health Administration
Educational Field and Small Mine Services

Location _____ Date _____

Competent Person _____ Duration _____ Time _____

First Aid

- **56.18010 First Aid**
  An individual capable of providing first aid shall be available on all shifts. **The individual shall be currently trained** and have the skills to perform patient assessment and artificial respiration; control bleeding; and treat shock, wounds, burns, and musculoskeletal injuries. First aid training shall be made available to all interested miners.

- **56.15001 First-aid materials.**
  Adequate first-aid materials, including stretchers and blankets, shall be provided at places convenient to all working areas. Water or neutralizing agents shall be available where corrosive chemicals or other harmful substances are stored, handled, or used.

- **56.18012 Emergency telephone numbers.**
  Emergency telephone numbers shall be posted at appropriate telephones.

- **56.18013 Emergency communications system.**
  A suitable communication system shall be provided at the mine to obtain assistance in the event of an emergency.

- **56.18014 Emergency medical assistance and transportation.**
  Arrangements shall be made in advance for obtaining emergency medical assistance and transportation for injured persons.

- **Fatal grams: 56.18013, 56.18014,**

- **Attendees:**

U.S. Department of Labor

Mine Safety and Health Administration
Educational Field and Small Mine Services

Location _____ Date _____

Competent Person _____ Duration _____ Time _____

Respiratory Protection Program

- **A system of monitoring under 30 CFR Part 56.5002**
  Dust, Gas, Mist, Fume, exposure assessment
- **Written Procedures**
- **Employee training**
- **Fit-testing**
  1. All persons required to use a respirator will be fit tested first
  2. Annual fit testing to be conducted
- **Respirator cleaning and disinfecting**
- **Records of actions taken**
  1. Records of fit-test which identifies:
  a. The exact model and size respirator
  b. Date of testing
  c. The fit-test method and
  d. Whether the person passed or failed the test.
  2. Records of training provided which include at least:
  a. Identification of persons
  b. Date of training and
  c. Topics covered.
- **A statement of use**
  1. Assigned respirators will be worn by persons at all times while in the normal work areas where persons may be overexposed; These areas will be posted "Respirator Required" and
  2. Work area(s) affected will be periodically checked to ensure that employees are using respirators and to check dust controls, employee exposure, and employee stress due to breathing resistance or heat. The area supervisor will include this check on his/her daily walk-around inspection.

- **Fatal grams: 56.5002**

- **Attendees:**