

**EFFECTIVE OCTOBER 1, 2015, ALL CONTRACTORS AND THEIR WORKERS ARE REQUIRED TO ATTEND A BASIC OR EXTENDED SAFETY COURSE ADDRESSING JOB-SITE HAZARDS.**

**THE DEPARTMENT OF LICENSES + INSPECTIONS WILL BEGIN STRICT ENFORCEMENT ON APRIL 1, 2016.**

## WHAT IS SAFETY TRAINING?

A basic training class addressing job site hazards is intended for entry level workers, while an extended training class is more appropriate for supervisors or workers with some safety responsibility.

Contractors and their employees are required to complete appropriate safety training as follows:

- 1) All workers on a construction or demolition site must complete a basic training course (OSHA 10 Construction or approved equivalent that meets or exceeds OSHA 10).
- 2) All licensed contractors (excluding plumbing, electrical, fire suppression, and warm air apparatus contractors) must identify at least one supervisory employee who has completed an extended safety training course (OSHA 30 Construction or approved equivalent that meets or exceeds OSHA 30).
- 3) Construction or demolition of major buildings requires continuous oversight by a site safety manager who has completed an OSHA 30 course (or approved equivalent).

## Do I need safety training?

- 1) Persons performing construction or demolition activities for which a permit must be obtained must complete an OSHA 10 course (or approved equivalent).

This requirement **does** apply to all trades and registered PA Home Improvement Contractors.

This requirement **does not** apply to delivery persons, design professionals and their staff, special inspectors and similar persons performing duties at a construction or demolition site whose work is not considered construction or demolition work regulated by a permit.

- 2) Contractors licensed under 9-1004 of the Philadelphia Code and demolition contractors licensed under 9-1008 are required to identify at least one supervisory employee with safety responsibility who has completed an OSHA 30 course (or approved equivalent) as a condition of the license.

This requirement **does** apply to sign installers and mechanical contractors licensed under Section 9-1004 of the Philadelphia Code.

This requirement **does not** apply to plumbing, electrical, fire suppression, PA State Home Improvement, and warm air apparatus contractors.

- 3) The new construction, structural alteration or demolition of a building exceeding 3 stories or 40' in height (excluding parapets and roof top structures) requires the continuous presence of a site safety manager with OSHA 30 training (or approved equivalent). Nonstructural alteration or demolition limited to the interior of a building which does not impact the exterior (including fire sprinkler, plumbing, electrical or mechanical work) does **not** require the continuous presence of a site safety manager.

The site safety manager must be employed by the contractor for demolition operations; however, an independent qualified, safety professional may serve as the site safety manager for construction operations.

## What proof of training is required?

- 1) A worker required to complete OSHA 10 training (or approved equivalent) shall carry an identification card or other written proof of completion issued by the provider of such training course. **A licensed contractor who employs any such worker shall maintain such written proof for each work on the job-site and furnish to the Department upon request.**
- 2) The identification of an employee with OSHA 30 training (or approved equivalent) and written proof of completion must be submitted with all new contractor (excluding plumbing, electrical, fire suppression and warm air apparatus contractors) license applications made on or after October 1, 2015.

Current license holders (excluding plumbing, electrical, fire suppression and warm air apparatus contractors) must submit this information with their 2016 license renewal by April 1, 2016. **Contractors are encouraged to submit this information in advance of the deadline.** Advance submission of this documentation will minimize delays in processing 2016 license renewals and may be sent to [LICompliance@phila.gov](mailto:LICompliance@phila.gov).

A required training course must be completed within the past **five** years of the date of application for a contractor's license or the renewal of the contractor's license.

- 3) The site safety manager required to be designated for major building construction/demolition shall carry an identification card or certificate of completion issued by the provider of the OSHA 30 or approved equivalent training course

## How may I find an approved course?

- OSHA authorized training programs may be accessed through [www.osha.gov/dte/outreach](http://www.osha.gov/dte/outreach). *Other OSHA 10 or 30 courses may also be accepted provided that the trainer has completed the OSHA 500 trainer course. It is the responsibility of the trainee to verify credentials.*
- Alternative programs approved by the Department are listed on our website, [www.phila.gov/li](http://www.phila.gov/li).

## What is the penalty if a contractor or worker has failed to attend a safety training course?

Effective April 1, 2016, a code violation notice may be issued to a contractor who fails to comply with the Code as noted below. The code violation notice shall carry an associated remittance amount of \$75 per offense.

- 1) Failure to furnish proof of OSHA 10 training (or equivalent) for any worker on a job-site.
- 2) Failure to continuously employ a competent person with OSHA 30 training (or equivalent) taken within the past 5 years, when required, or a failure to notify the Department of changes to personnel within required timeframe.
- 3) Failure to designate a site safety manager or failure to require the continuous presence of the site safety manager on major construction or demolition projects.

Repeated or egregious offenses may result in the suspension or revocation of the contractor's license.

## WHAT IS THE APPROVAL CRITERION FOR ALTERNATIVE COURSES?

The Department will consider alternative training courses, certifications, or degrees that provide a benefit equivalent to OSHA 10 or OSHA 30 safety training programs.

Alternative programs shall provide a minimum number of course hours equivalent to OSHA training, address mandatory OSHA topics directly related to job-site hazards, and/or provide a benefit that exceeds that of OSHA or is unique to a particular sector of the construction industry.

A request for approval of an alternative program may be submitted to Michael Bohm, Department of Licenses and Inspections Training Officer, at [michael.bohm@phila.gov](mailto:michael.bohm@phila.gov) for consideration. Submittals must include the following information:

- Qualifications of the trainer
- Course content, including detailed description of topics and time allotted to each topic
- Quality control program details