

SAFETY COMPETENCIES & INSTRUCTIONAL RESOURCES, CORE TRAINING

B8 DESCRIBE WORK SAFETY PRECAUTIONS AND PROCEDURES

1. WorkSafeBC Regulation Part 2, "Application"
2. WorkSafeBC Regulation Part 3, "Rights and Responsibilities"

C2 USE HAND AND POWER TOOLS

1. Alberta module # 7850001158, "Carpenter Hand Tools"
2. Alberta module # 7850001159, "Carpenter Portable Power Tools"
3. Alberta module # 7850001163, "Carpenter Pneumatic and Fuel Powered tools"
4. WorkSafeBC Regulation Part 12 "Tools, Equipment and Machinery"

C4 USE FASTENING TOOLS

1. Alberta module # 7850001156, "Fasteners, Adhesives and Sealants"

D1 EXPLAIN GENERAL REGULATIONS FOR LADDERS, SCAFFOLDS AND TEMPORARY WORK PLATFORMS

1. Alberta module # 7850001152, "Ladders and Scaffolds"
2. WorkSafeBC Regulation Part 13, "Ladders, Scaffolds and Temporary Work Platforms"
3. WorkSafeBC Publications, "Bulletins": Construction Safety Series, CSS1 Ladders

D2 DESCRIBE ERECTION OF STEEL SCAFFOLDING AS PER WORKSAFEBC REGULATIONS

1. WorkSafeBC Regulation Part 13, "Ladders, Scaffolds and Temporary Work Platforms"

D3 DEMONSTRATE SAFE USE OF PORTABLE AND FIXED LADDERS AS PER WORKSAFEBC REGULATIONS

1. WorkSafeBC Regulation Part 13, "Ladders, Scaffolds and Temporary Work Platforms"
2. WorkSafeBC Publications, "Bulletins": Construction Safety Series, CSS1 Ladders

D4 KNOW AND UNDERSTAND SAFE USE OF MOVEABLE WORK PLATFORMS AS PER WSBBC REGULATIONS

1. WorkSafeBC Regulation Part 13, "Ladders, Scaffolds and Temporary Work Platforms"

E2 USE RIGGING EQUIPMENT AS PER WORKSAFEBC REGULATION

1. WorkSafeBC Regulation Part 15, "Rigging"

E3 USE SIGNALS FOR CRANE AND HOISTING OPERATIONS

1. WorkSafeBC Regulation Part 15, "Rigging" (Signals illustrated, Figure 15.-1)

NOTE TO INSTRUCTOR: www.worksafebc.com updates its version of BC's Occupational Health and Safety Regulations every six months, as well as providing material focused on construction industry and young worker safety. Be sure that you are using current OHS regulations when instructing students in worksafe practices.

CORE TRAINING PROVIDER STANDARDS

Classroom

For a group of 16 students, the minimum requirements are a well heated and ventilated classroom 900 square feet (e.g. 30' x 30') with tables and chairs suitable for adults.

The classroom should be equipped with a large Whiteboard (4' x 8') a flip chart, a white matte screen (6 or 7 ft.), an overhead projector, and a TV/VCR.

Note: A multi-media projector with Lap-top computer is advisable but optional.

Shop Area

The working area should be a minimum of:

- 3000 square feet for 12 students (50% outdoors fenced area)
- 4000 square feet for 16 students (50% outdoors fenced area)
- 5000 square feet for 16 students (50% outdoors fenced area)

Shop area should have at least 22 foot ceiling space to allow for scaffold erecting. The working area must be equipped with suitable hand tools and power tools.

Note: CORE Training must simulate job-site conditions as much as possible.

TRADE INSTRUCTOR QUALIFICATIONS FOR CORE TRAINING

- ✓ Canadian Inter-Provincial "Red Seal" Certification in one of the building trades (preferably carpentry).

WORK EXPERIENCE

- ✓ Minimum of 5 years experience as a "Red Seal" journeyperson preferably with experience in residential, commercial, and industrial construction projects.

TRAINING QUALIFICATIONS

As a minimum, the course Instructor should have a certificate for proof of training in instructional techniques for a minimum of 30 hours of instruction (e.g. Train the Trainer).

Preferably the Instructor will have a British Columbia Instructor's Diploma as per Private Career Training Institutes Agency (PCTIA) of British Columbia standards.

Other Optional Hand & Power Tools

- 2 - powder actuated tools
- 1 - socket sets
- 1 - snap ring pliers
- 1 set of oxy-acetylene weld/burn equipment

Shop Equipment Required

- 2 Ladders
- 4 - Sets of 3 stage scaffolding
- Material handling equipment

Also...

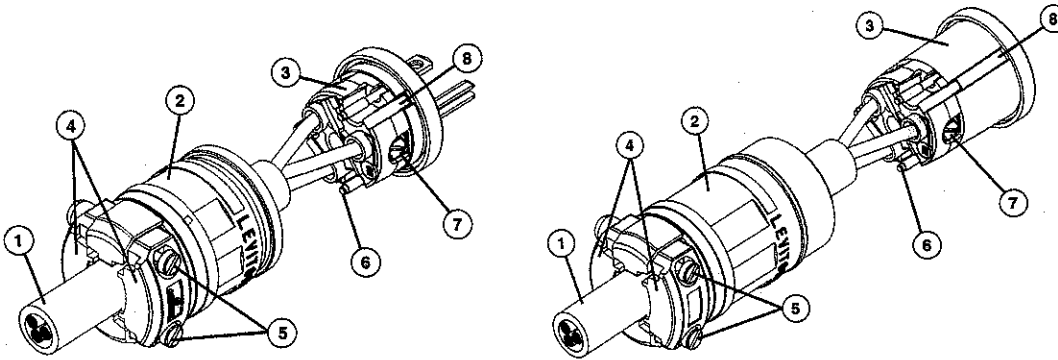
- ✓ Level Two First Aid Kit
- ✓ Eye Wash Station

Shop Notes:

- ✓ **The tools required by the Training Providers will vary slightly depending on the type of shop and field projects selected for their courses.**
- ✓ **The shop area must simulate job site conditions with saw horses, tool boxes, and training modules to be built by the Trainees.**
- ✓ **Detailed information on training modules and other fabricated training aids are available from the Vancouver Regional Construction Association (VRCA).**
- ✓ ***Construction Personal Protective Equipment must be purchased and used in accordance with W C B Regulations.***

Appendix One – Shop Project # 1 “Assemble an Extension Cord”

Make up an extension cord using wire strippers, needlenose pliers and a multi-head screw driver. Materials; male and female 3-wire industrial plugs and electrical power cord. Type and lengths to be determined by Instructor according to shop requirements.



1. Power Cord (e.g. 16 gauge)
2. Rubber Housing
3. Wiring Module
4. Power Cord Clamps
5. Power Cord Clamp Screws
6. Assembly screw (3)
7. Terminal Screw (3)
8. Key Guide on Wiring Module (To be aligned with Key on Housing)

Prepare the power cord wire

Cut off the old plug using the wire cutter. Now you'll need to remove the outer insulation from the round cord using either the wire stripper (if you have a large enough slot) or by cutting it with the wire cutter first along the length and then around the cover. Now you can strip about 3/4" of insulation from each of the individual wires.

Prepare the plug

Remove the insulating faceplate from the new plug and feed the cord through the rear opening of the replacement plug. Twist the loose strands of bare copper wire together and tie an underwriter's knot in the black and white wires.

Assemble the plug

Using needle nose pliers, hook the copper end of the black wire clockwise around the brass screw. Hook the white wire around the silver screw. The third wire gets attached to the ground screw. Now, tighten the screws securely, making sure the copper wires do not touch each other. Replace the insulating faceplate and tighten the cord clamp screws securely.

Safety Tips

Always make certain that the connections are tight before plugging the plug in to the wall. Do not make any adjustments once the plug has been inserted into an electrical receptacle.

Assessment form:

Shop Project # 1 "Assemble an Extension Cord"

STUDENT NAME _____

SCHOOL/TRAINING INSTITUTION _____

INSTRUCTOR / ASSESSOR _____

STANDARD / CRITERIA _____ CIRCLE ONE

1. Plans project to organize work and ensure personal safety.....NO YES
2. Prepares work area and assembles materials/tools.....NO YES
3. Selects correct components for cord.....NO YES
4. Relates gauge to length of cord and wattage.....NO YES
5. Uses tools and materials safely and efficiently.....NO YES
6. Maintains an orderly, safe work area while completing task.....NO YES
7. Shows care and attention to workNO YES
8. Makes EXTENSION CORD to specifications.....NO YES
9. Completes task within time allotted.....NO YES
10. Leaves work area in a clean, orderly, work-ready state.....NO YES

TOTAL "NO" responses for this Applicant = _____

Please circle one of the following:

Learning Objectives Met

*Further Training Required**

Instructor / Assessor SIGNATURE _____

Location _____ **Date** _____

***4 or more "NO" responses indicate learner requires more training.**

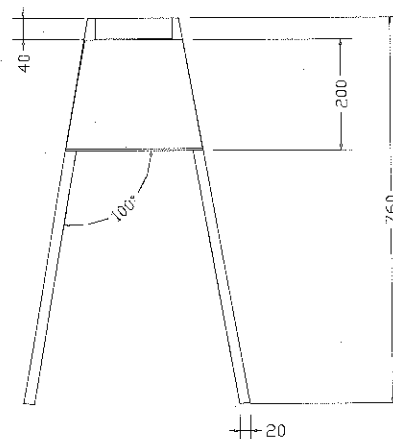
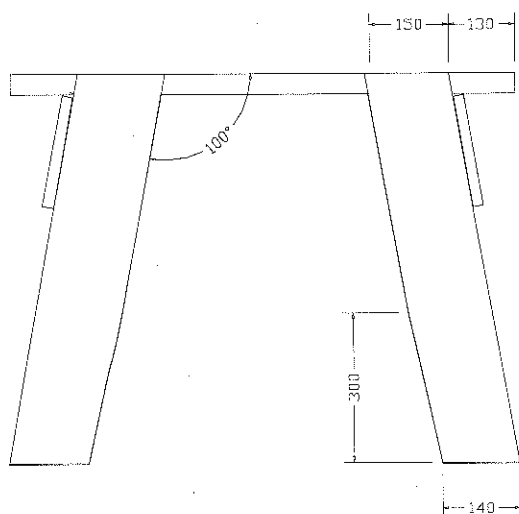
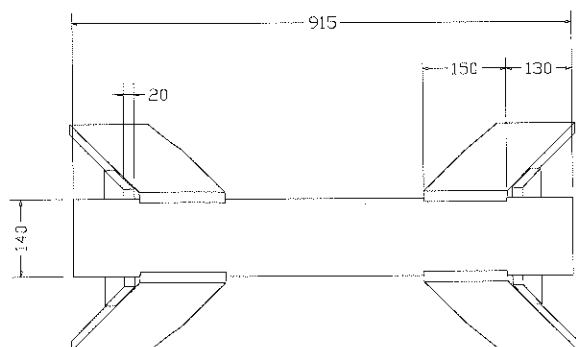
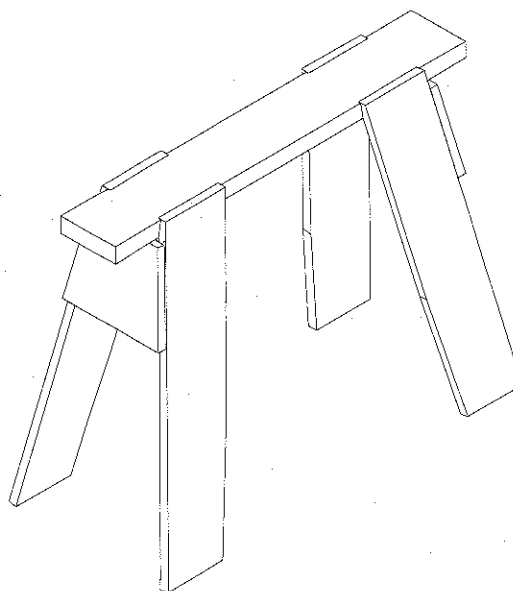
Appendix Two – Shop Project # 2 “Build a Saw Horse”

Materials

- 1 board 40x140x915mm (2x6x36")
- 1/2 sheet of 20mm (3/4") plywood
- Wood glue
- Finishing nails

Tools

- Saw
- Measuring tape
- Protractor
- Hammer
- Carpenter's pencil
- Straight edge



Assessment form:

Shop Project # 2 "Build a Saw Horse"

STUDENT NAME _____

SCHOOL/TRAINING INSTITUTION _____

INSTRUCTOR / ASSESSOR _____

STANDARD / CRITERIA _____ CIRCLE ONE

- 1. Plans project to organize work and ensure personal safety.....NO YES
- 2. Efficiently prepares work area and assembles materials/tools.....NO YES
- 3. Uses hand tools safely and efficiently to complete task.....NO YES
- 4. Uses power tools safely and efficiently to complete task.....NO YES
- 5. Handles and organizes materials in a safe manner.....NO YES
- 6. Maintains an orderly, safe work area while completing task.....NO YES
- 7. Shows care and attention to work.....NO YES
- 8. Constructs SAW HORSE to specifications.....NO YES
- 9. Completes task within time allotted.....NO YES
- 10. Leaves work area in a clean, orderly, work-ready state.....NO YES

TOTAL "NO" responses for this Applicant = _____

Please circle one of the following:

*Learning Objectives Met Further Training Required**

Instructor / Assessor SIGNATURE _____

Location _____ **Date** _____

***4 or more "NO" responses indicate learner requires more training.**

Appendix Three – Shop Project # 3 “Build a Tool Box”

Materials

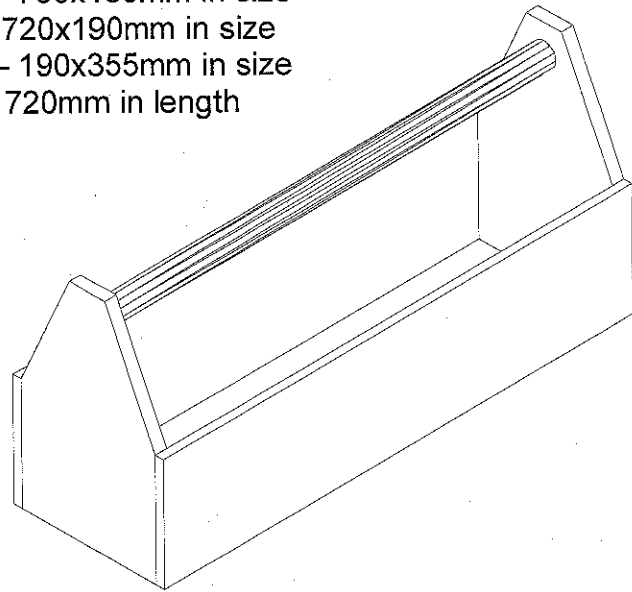
- 2 pieces of 15mm (1/2”) Plywood – 760x180mm in size
- 1 piece of 20mm (3/4”) Plywood – 720x190mm in size
- 2 pieces of 20mm (3/4”) Plywood – 190x355mm in size
- 1 dowel 40mm (1 1/2”) diameter – 720mm in length
- Wood glue
- Finishing nails

Tools

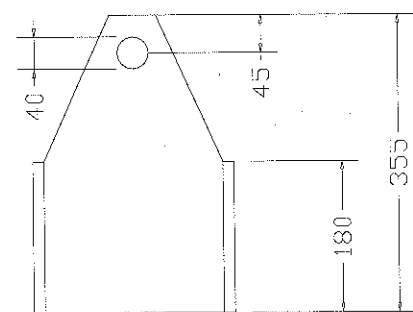
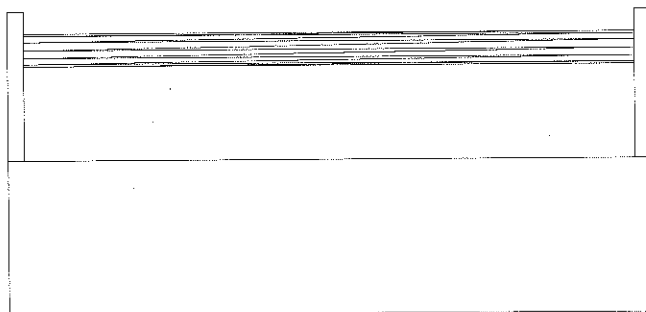
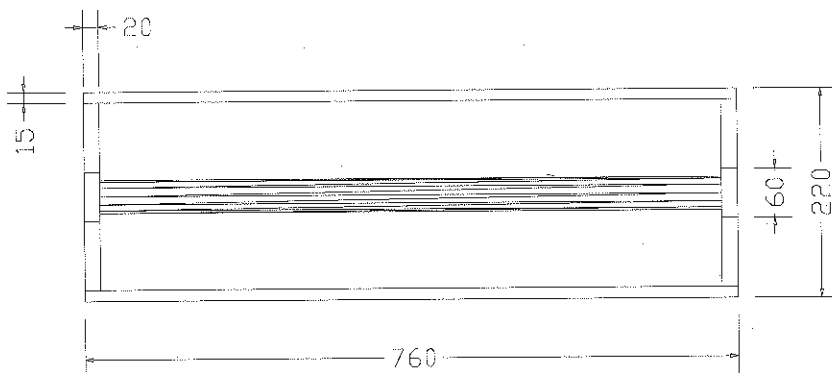
- Saw
- Measuring tape
- Hammer
- Carpenter’s pencil
- Straight edge

Project

The bottom of the toolbox is made of 20mm (3/4”) plywood



Note: To convert metric dimensions to imperial (inches) simply divide by 25.



Assessment form:

Shop Project # 3 "Build a Tool Box"

STUDENT NAME _____

SCHOOL/TRAINING INSTITUTION _____

INSTRUCTOR / ASSESSOR _____

STANDARD / CRITERIA _____ **CIRCLE ONE**

- 1. Plans project to organize work and ensure personal safety.....NO YES
- 2. Efficiently prepares work area and assembles materials/tools.....NO YES
- 3. Uses hand tools safely and efficiently to complete task.....NO YES
- 4. Uses power tools safely and efficiently to complete task.....NO YES
- 5. Handles and organizes materials in a safe manner.....NO YES
- 6. Maintains an orderly, safe work area while completing task.....NO YES
- 7. Shows care and attention to work.....NO YES
- 8. Constructs TOOL BOX to specifications.....NO YES
- 9. Completes task within time allotted.....NO YES
- 10. Leaves work area in a clean, orderly, work-ready state.....NO YES

TOTAL "NO" responses for this Applicant = _____

Please circle one of the following:

*Learning Objectives Met Further Training Required**

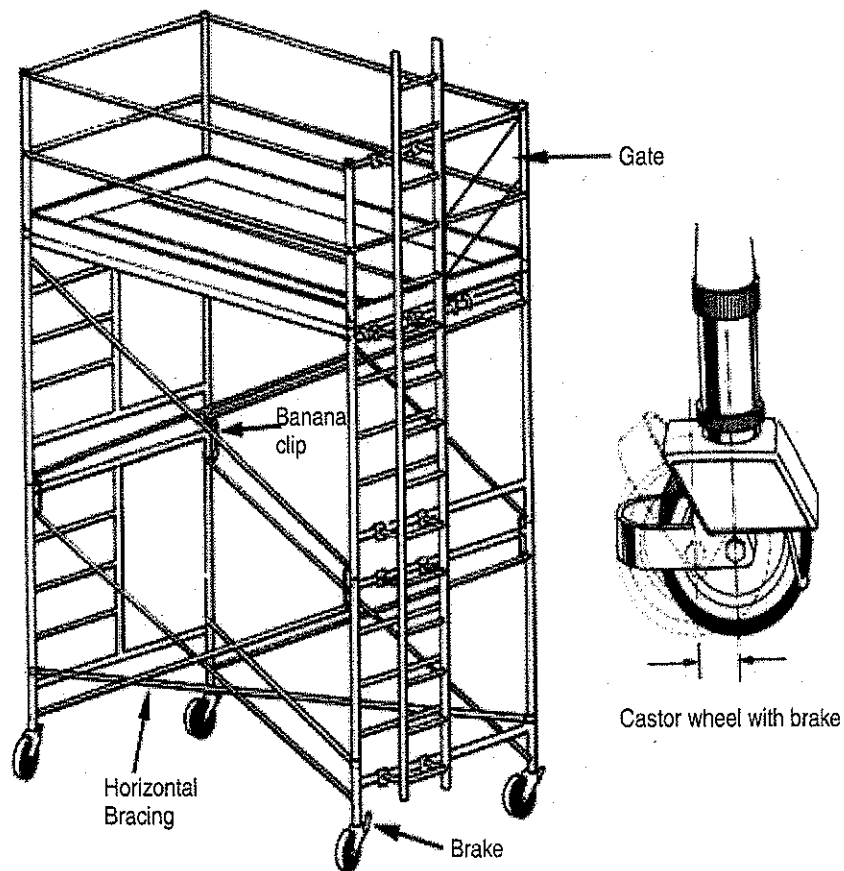
Instructor / Assessor SIGNATURE _____

Location _____

Date _____

***4 or more "NO" responses indicate learner requires more training.**

Appendix Four – Shop Project # 4 “Erect Mobile Scaffolding”



Assessment form:

Shop Project # 4 "Erect Mobile Scaffolding"

STUDENT NAME _____

SCHOOL/TRAINING INSTITUTION _____

INSTRUCTOR / ASSESSOR _____

STANDARD / CRITERIA _____ **CIRCLE ONE**

- 1. Plans project to organize work and ensure personal safety.....NO YES
- 2. Performs task in a safe manner as per WorkSafeBC standards.....NO YES
- 3. Scaffold erected on solid footings.....NO YES
- 4. Toe boards installed within open sides of scaffold.....NO YES
- 5. Work platform at least 20 inches wide.....NO YES
- 6. Outriggers installed on both sides of scaffold structure.....NO YES
- 7. Wheels of rolling scaffolds locked.....NO YES
- 8. Access to scaffold platform provided by fixed vertical ladder.....NO YES
- 9. Guard and intermediate rails, toe boards correctly in place.....NO YES
- 10. Bearers correctly spaced for load requirements of scaffolding.....NO YES

TOTAL "NO" responses for this Applicant = _____

Please circle one of the following:

*Learning Objectives Met Further Training Required**

Instructor / Assessor SIGNATURE _____

Location _____ **Date** _____

***4 or more "NO" responses indicate learner requires more training.**

Appendix Five - Field Assessment Form

**BCCA - CORE TRAINING PROGRAM
TRAINEE PRACTICAL (FIELD) EVALUATION**

TRAINEE NAME: _____

SUPERVISOR NAME: _____

PROGRAM ASSESSMENT DATES: From _____ To _____

5 = Always	4 = Frequently	3 = Occasionally	2 = Seldom	1 = Rarely
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Score

1. WORK INITIATIVE

_____ Does the Trainee keep busy without being told?

2. INTEREST IN LEARNING

_____ Does the Trainee ask questions when in doubt?

_____ Does the Trainee display an interest in learning?

_____ Does the Trainee complete assignments as directed?

3. FOLLOWING DIRECTIONS

_____ Is the Trainee willing to follow directions?

4. SAFETY

_____ Does the Trainee demonstrate a responsible attitude towards safety?

5. ATTENDANCE

_____ Did the Trainee show up on the job ready to go to work every day as required?

6. PUNCTUALITY

_____ Was the Trainee on-time and prepared for scheduled work assignments?

7. SKILL DEVELOPMENT

_____ Is the Trainee able to remember and apply work related information?

_____ Does the Trainee plan tasks and organize materials in an efficient manner?

_____ Does the Trainee correctly use assigned tools and equipment to perform tasks?

_____ Does the Trainee keep his/her work area clean?

_____ TOTAL x $\frac{100}{60}$ = _____ % Note: 70% is required for pass.

Date _____ Supervisor's Signature _____

Appendix Six –
Training Provider Fax to ITA to confirm completion of CORE Training

Fax Transmission

Attn: Industry Training Authority – Customer Service
Fax: 778-328-8701

From: _____

Training Institution: _____

Fax. #: _____ Ph. #: _____

Re: (Trainee Name – Please Print)

Mailing Address (Please Print):

Trainee Phone #: _____

The purpose of this document is to verify that all outcomes for the CORE Training Program have been successfully completed. I have reviewed the Trainee's Log Book and both the Technical and Practical competencies have been signed off accordingly.

Name (Please Print): _____

Title or position: _____

Date: _____

Signature: _____

