

**Course Name:**  
Safe Work Practices

**Availability:**  
Continuous / Online

**Enrolment Information**  
Phone: (705) 521-8324 ext. 450  
<http://www.norcattraining.com>

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### Course Description

All workers have the right to know what hazards exist in their workplace, and the right to refuse work if they believe that conditions are unsafe or if they believe they do not have adequate personal protection.

NORCAT's Safe Work Practices program will inform workers about the proper personal protective equipment required to do a job, the safety guidelines necessary for dealing with specific workplace situations and hazards, and how to safely handle, maintain, and operate hand tools.

### Course Outline

- Personal Protective Equipment
  - Clothing
  - Head Protection
  - Eye Protection
  - Hearing Protection
  - Hand Protection
  - Footwear
  - Respiratory Protection
  - Fall Arrest Systems
- Safety Guidelines
  - Hazardous Conditions
  - Hazardous Materials
  - Lifting and Carrying
  - Mobile Equipment
  - Elevated Work Stations
  - Good Housekeeping
  - Stationary and Portable Equipment
  - Emergency Procedures
  - Traffic Control
- Hand Tools
  - Operating Hand and Power Tools
  - Inspection, Set Up, Operation, Maintenance, and Storage
  - Pneumatic or Hydraulic Hand Tools