

April 2, 2010

DIRECTIVE:	JOB CORPS INFORMATION NOTICE NO. 09-80
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TO: ALL JOB CORPS NATIONAL OFFICE STAFF
ALL JOB CORPS REGIONAL DIRECTORS
ALL JOB CORPS CENTER DIRECTORS
ALL JOB CORPS CENTER OPERATORS
ALL NATIONAL TRAINING AND SUPPORT CONTRACTORS
ALL OUTREACH, ADMISSIONS AND CTS CONTRACTORS

FROM: EDNA PRIMROSE
National Director
Office of Job Corps

SUBJECT: National Occupational Safety and Health Conference Pre-Conference
Training

1. Purpose. To inform the Job Corps community about a pre-conference training opportunity for safety officers.
2. Background. The National Occupational Safety and Health Conference will be held the week of August 30, 2010 in Charleston, South Carolina. This pre-conference training is an OSHA 10-hour course intended for general industry or construction industry entry-level workers and covers a variety of safety and health hazards with emphasis on identification, avoidance, control, and prevention.
3. Action. Job Corps center safety officers who are interested in attending the pre-conference OSHA 10-hour course should send an e-mail message to Curtis Massey, massey.curtis@dol.gov, with the following information:
 - a. subject line: OSHA 10-hour course registration;
 - b. name and title/position;
 - c. Job Corps center name or organization name; and
 - d. whether you would prefer the general industry or construction industry course. For more information on the general industry and construction industry courses link to http://www.osha.gov/dte/outreach/construction_generalindustry/general_industry.html#10-hour and http://www.osha.gov/dte/outreach/construction_generalindustry/construction.html

[#10-hour](#).

Note: When considering whether you are interested in attending the course, please be mindful of the following important information:

- a. The course is limited to 50 seats.
- b. All seats will be confirmed on a first come, first served basis.
- c. Registration will close June 1, 2010.
- d. Participants will indicate the topic area of interest. The training will be developed around the topic area of greatest interest.
- e. Participants will be required to arrive at the conference hotel no later than the morning of Tuesday, August 31, 2010 (time to be determined) to attend the first block of instruction.
- f. The course fee will be determined at a later date, but will not exceed \$100.00.

Addressees are to ensure this Information Notice is distributed to all appropriate staff.

4. Expiration Date. June 1, 2010.
5. Inquiries. Direct all inquiries to Marsha Fitzhugh at fitzhugh.marsha@dol.gov or (202) 693-3099, or Heather Edmonds at edmonds.heather@dol.gov or (202) 693-3774.