SUBJECT: 30 CFR Part 46 Training Plan

Attached is a generic training plan which, when competed according to the direction and instruction outlined below, will satisfy MSHA’s Part 46 Training Regulation for surface metal/nonmetal mines.

It is the responsibility of you, the mine operator or independent contractor, to develop and maintain a training plan and the required records of training. WMSHP has provided you with a document which, when completed by you, will satisfy this new training regulation which MSHA inspectors began enforcing October 2, 2000.

Everyone employed at the mine is subject to Part 46, including you. Effective October 2, 2000, if the MSHA inspector finds anyone in the mine without the proper Part 46 Training (s)he will issue an order under Section 104(g) of the Mine Safety & Health Act of 1977 (“The Act”) withdrawing that person (including you, the owner or operator or contractor) from the mine until (s)he has determined that the person has received the proper training.

Don’t be a statistic (casualty) and get closed down due to lack of training.

Please take a few moments to read the following instructions and complete the necessary items of the training plan as directed. Post a copy of the plan on your company’s bulletin board, and ask your employees to review it

**Instructions for completing a suggested Part 46 Training Plan**

Post on Company bulletin board (or give to Miner’s / Employee’s Representative [if any]) immediately upon completion.

**Item 1**  
Company / Mine Name – Provide requested information. Put date posted on mine Bulletin Board or give to Miner’s / Employee’s Representative.

**Item 2**  
Person Responsible for Health & Safety Training at the Mine – Provide requested information.

**Item 3**  
Competent Persons or Organizations and Subject Areas Each is Competent to Instruct.

I have listed “Wisconsin Mine Safety Training Program” under Names(s) & “Surface-ALL” under Subject(s) Area(s). List names of the competent persons who will provide other training, such as the initial 4 hours of New Miner Training, task training (loader operators, crusher operators, truck drivers, fork lift operators, etc.). In most cases, the mine supervisor(s) will probably be the one listed to provide initial New Miner Training.
**46.5 New Miner Training Program**  
Use Current Data  
List Mine I.D.

**A. Training Required Before Miner Begins Works**

Intro. To Work Environment  
List approximate times such as 05 Min. to 1 Hour/00 Min.  
(whatever time you predict it will take to adequately indoctrinate the employee to your operation)

**NOTE:** The times listed here are suggestions. Please modify any which best suit the needs of your operation.

- You must also cover the additional six (6) subjects **before** the new miner is assigned to work duties.

**B. After each New Miner begins work, the miner will receive the following training within 60 days [46.5(c)]**

1. Self-Rescue & Respiratory Devices  
   This subject will be “Not Applicable” to most Wisconsin Aggregate Mines.  
   If it does apply, the example provided should suffice.

**C. The remainder of the 24 hours of training must be completed with 90 days of employment. [NOTE: If you send your miners to the Wisconsin Mine Safety & Health Training Program (WMSHP) Classes (16 hours), and you have complied with the initial requirement of Part 46.5 by providing a minimum of 4 hours training in the seven (7) required subjects before assigning the new miner to work duties, you only need to provide the balance of the 24 hours in the subjects not covered above]. A lot of this training can be OJT (on-the-job). Please call WMSHP if you need assistance or have questions.**

*Suggestion: Conduct 8 hours of training on employee’s first day (quite a bit can be OJT) under the close observation of a competent person (see definition in 46.2), and the training will be completed when the new miner completes the 16 hours of WMSHP training.

Page 10: Add any other course(s) as needed or desired.

**46.6 Newly-Hired Experienced Miner Training Program**

Training in the seven (7) subjects required under 46.6(b)(1-7) must be completed **before** the miner is assigned to work duties. There is no minimum time requirement. Some (if not most) of this training can be done OJT. Don’t forget to complete the training certificate.

Training under 46.6(c) must be completed with 60 days, if applicable. *Suggestion: If self-rescue and respiratory devices are used at the mine, include this training on the miner’s first day of work (OJT is fine), and you’re done.

Pay particular attention to item D on page 16, 46.6(f).

**46.7 New Task Training Program**
Pages 16-17 need your individual attention. List task(s) (see pp. 24-25) at your mine, a range of time you expect the training to take, and check the methods, materials and evaluation procedures your competent person trainer will use. [NOTE: Practice under close supervision of a competent person (OJT) may be used to fulfill this training requirement. *Remember to list the competent person (s) in Item 3, page 1. Also, if you have more than 1 task at the mine, check “Yes” box on p. 16 and complete addition task sheets.

46.8 Annual Refresher Training Program

On page 19, place an “X” beside “Explosives” if explosives are used at your mine.

46.11 Hazard Awareness Training Program

B. Page 21 – Independent Contractors who are trained by a mine operator and will not train employees of other independent contractors are not required to compete this part of the training plan.

NOTE: Hazard Training may be accomplished by the posting of appropriate warning signs – “Authorized Personnel Only”, “Danger-High Voltage”, “Hard Hats, Safety Shoes and Protective Eyewear Required Beyond This Point”, etc.:

MANDATORY

You must post a copy of your training plan at the mine, or provide to each miner (and the miner’s representative, if any) at least 2 weeks before the plan is implemented or submitted to the Regional Manager – EFS for approval, allowing miners (and their representatives, if any) to submit written comments on the plan to you, the operator, or to the Regional Manager – EFS, as appropriate (46.3(c))

NOTE: You do not have to submit this plan to MSHA, but it is highly recommended.

If you have any question please call me at (608) 261-2503. Thank you, and please – Work Safely!

David M. Vriezen

Wisconsin Department of Safety & Professional Services

414-416-3196. fax 608-283-7425 David.Vriezen@Wisconsin.gov
PART 46 TRAINING PLAN

General Information (Cover Sheet)

Item 1. **Company and Mine Names** [Section 46.3(b)(1)]:

MSHA ID # [47-_____] or [______]  
Date: __ / __ / ___

Company Name: ____________________________
Address: _________________________________
Address: _________________________________
City, State & Code: _________________________
Mine Name: _______________________________

Item 2. **Person responsible for health and safety training at the mine / company (Name and Position)** [Section 46.3(b)(2)]:

Name: _________________________________
Position/Title: __________________________
Phone Number: (_____) ____ - ______
E-Mail (optional) _________________________

Item 3. **Competent persons or organizations and subject areas each is competent to instruct.** [Section 46.3(b)(4)]:

<table>
<thead>
<tr>
<th>Name(s)</th>
<th>Subject(s) Area(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wisconsin DSPS, Mine Safety &amp; Health Training Program</td>
<td>SURFACE -- ALL</td>
</tr>
</tbody>
</table>


NEW MINER TRAINING PROGRAM – SECTION 46.5

Each miner will receive no less than 24 hours of training [Section 46.5(a)]. Miners who have not received the full 24 hours of new miner training will work under the observation of an experienced miner.

A. Each new miner will receive the following training before the miner begins work. This training will be no less than 4 hours and will also address site-specific hazards [Section 46.5(b):]

1. SUBJECT: Introduction to work environment [Section 46.5(b)(1)]

Approximate Time(s): 00 hours 05 minutes to 01 hours 10 minutes

TEACHING METHODS:
- ✔ lecture
- ✔ discussion
- ❏ site tour
- ❏ other
- ❏ audiovisual

COURSE MATERIALS:
- ❏ MSHA
- ❏ applicable regulations
- ❏ company
- ❏ other
- ❏ vendor/manufacturer

EVALUATION PROCEDURES:
- ✔ oral feedback
- ❏ observation
- ❏ written feedback
- ❏ other

2. SUBJECT: Recognition and avoidance of electrical hazards and other hazards, such as traffic patterns and control, mobile equipment, and ground conditions [Section 46.5(b)(2)]

Approximate Time(s): 00 hours 05 minutes to 1 hours 15 minutes

TEACHING METHODS:
- ✔ lecture
- ✔ discussion
- ❏ site tour
- ❏ other
- ❏ audiovisual

COURSE MATERIALS:
- ❏ MSHA
- ❏ lockout devices
- ❏ company
- ❏ applicable regulations
- ❏ vendor/manufacturer
- ❏ other

EVALUATION PROCEDURES:
- ✔ oral feedback
- ❏ observation
- ❏ written feedback
- ❏ other

3. SUBJECT: Emergency medical procedures; escape and emergency evacuation plans; fire warning signals and firefighting procedures [Section 46.5(b)(3)]

Approximate Time(s): 00 hours 10 minutes to 01 hours 30 minutes
4. SUBJECT: Health and safety aspects of the tasks to be assigned [Section 46.5(b)(4)]

Approximate Time(s): 00 hours 15 minutes to 01 hours 00 minutes

TEACHING METHODS:
- lecture
- discussion
- audiovisual
- practice under close observations

COURSE MATERIALS:
- MSHA
- company
- vendor/manufacturer
- escape and emergency evacuation plans, where applicable

EVALUATION PROCEDURES:
- oral feedback
- written feedback

5. SUBJECT: Statutory rights of miners and their representatives [Section 46.5(b)(5)]

Approximate Time(s): 00 hours 15 minutes to 01 hours 00 minutes

TEACHING METHODS:
- lecture
- discussion
- audiovisual

COURSE MATERIALS:
- MSHA
- company
- vendor/manufacturer
- 1977 Mine Act

EVALUATION PROCEDURES:

4. SUBJECT: Health and safety aspects of the tasks to be assigned [Section 46.5(b)(4)]

Approximate Time(s): 00 hours 15 minutes to 01 hours 00 minutes

TEACHING METHODS:
- lecture
- discussion
- audiovisual
- practice under close observations

COURSE MATERIALS:
- MSHA
- company
- vendor/manufacturer
- escape and emergency evacuation plans, where applicable

EVALUATION PROCEDURES:
- oral feedback
- written feedback

5. SUBJECT: Statutory rights of miners and their representatives [Section 46.5(b)(5)]

Approximate Time(s): 00 hours 15 minutes to 01 hours 00 minutes

TEACHING METHODS:
- lecture
- discussion
- audiovisual

COURSE MATERIALS:
- MSHA
- company
- vendor/manufacturer
- 1977 Mine Act

EVALUATION PROCEDURES:
- oral feedback
- written feedback

Guide to Miners’ Rights
EVALUATION PROCEDURES:
- oral feedback
- written feedback
- observation
- other

6. SUBJECT: Authority and responsibilities of supervisors and miner's representatives
   [Section 46.5(b)(6)]
   Approximate Time(s): 00 hours 10 minutes to 00 hours 30 minutes

   TEACHING METHODS:
   - lecture
   - discussion
   - computer
   - audiovisual

   COURSE MATERIALS:
   - MSHA
   - company rules
   - company
   - applicable regulations
   - 1977 Mine Act
   - other

   EVALUATION PROCEDURES:
   - oral feedback
   - written feedback
   - observation
   - other

7. SUBJECT: Introduction to rules and procedures for reporting hazards
   [Section 46.5(b)(7)]
   Approximate Time(s): 00 hours 05 minutes to 00 hours 30 minutes

   TEACHING METHODS:
   - lecture
   - discussion
   - computer
   - audiovisual

   COURSE MATERIALS:
   - MSHA
   - mine communication system
   - company
   - applicable regulations
   - 1977 Mine Act
   - company rules
   - other

   EVALUATION PROCEDURES:
   - oral feedback
   - written feedback
   - observation
   - other

B. After each new miner begins work, the miner will receive the following training within 60 days
   [Section 46.5(c)]

1. SUBJECT: Self-rescue and respiratory devices
   [Section 46.5(c)(1)]
   This subject is: □ applicable  ☒ not applicable
   Approximate Time(s): ___ hours ___ minutes to ___ hours ___ minutes
2. SUBJECT: **First aid** [Section 46.5(c)(2)]

Approximate Time(s): **02** hours **00** minutes to **08** hours **00** minutes

**TEACHING METHODS:**
- ☒ lecture
- ☒ demonstration
- ☒ discussion
- ☒ audiovisual

**COURSE MATERIALS:**
- ☒ MSHA
- ☐ training devices
- ☒ first aid supplies
- ☒ company
- ☐ applicable regulations
- ☒ vendor/manufacturer
- ☐ other **State Grant Handouts**

**EVALUATION PROCEDURES:**
- ☒ oral feedback
- ☒ observation
- ☒ other
- ☐ written feedback
- ☐ other
- ☐ fit test

C. **OTHER SUBJECT(S):** After each new miner begins work, the miner will receive the balance, if any, of the 24 hours of training on any other subjects that promote occupational health and safety for miners at the mine within 90 days [Section 46.5(d)]

The following subjects will be taught based on circumstances or conditions at the mine:

1. **Subject Title:** **Mandatory Health & Safety Standards** [Section 46.5(d)]

   Approximate Time(s): **00** hours **15** minutes to **02** hours **30** minutes

   **TEACHING METHODS:**
   - ☒ lecture
   - ☒ demonstration
   - ☒ discussion
   - ☒ site tour
   - ☒ audiovisual
   - ☐ other
### COURSE MATERIALS:
- ☑️ MSHA
- ☑️ applicable regulations
- ☑️ company
- ☑️ other
- ☑️ vendor/manufacturer

### EVALUATION PROCEDURES:
- ☑️ oral feedback
- ☑️ observation
- ☑️ written feedback
- ☑️ other

## 2. Subject Title: **Transportation Control & Communication Systems**  
[Section 46.5(d)]

Approximate Time(s): **00 hours 05 minutes to 01 hours 00 minutes**

### TEACHING METHODS:
- ☑️ lecture
- ☑️ demonstration
- ☑️ discussion
- ☑️ site tour
- ☑️ audiovisual
- ☑️ other

### COURSE MATERIALS:
- ☑️ MSHA
- ☑️ applicable regulations
- ☑️ company
- ☑️ other
- ☑️ vendor/manufacturer

### EVALUATION PROCEDURES:
- ☑️ oral feedback
- ☑️ observation
- ☑️ written feedback
- ☑️ other

The following subjects will be taught based on circumstances or conditions at the mine.

## 3. Subject Title: **Ground Control, Working in Areas of Highwalls, Pits & Spoilbanks, Illumination & Night Work**  
[Section 46.5(d)]

Approximate Time(s): **00 hours 05 minutes to 1 hours 15 minutes**

### TEACHING METHODS:
- ☑️ lecture
- ☑️ demonstration
- ☑️ discussion
- ☑️ site tour
- ☑️ audiovisual
- ☑️ other

### COURSE MATERIALS:
- ☑️ MSHA
- ☑️ applicable regulations
- ☑️ company
- ☑️ other
- ☑️ vendor/manufacturer

### EVALUATION PROCEDURES:
- ☑️ oral feedback
- ☑️ observation
4. Subject Title:  **First Aid Review, Triage, Hands-On Practical**  
Approximate Time(s):  **00** hours 05 minutes to  **01** hours 30 minutes

TEACHING METHODS:
- lecture
- discussion
- audiovisual
- demonstration
- site tour
- other

COURSE MATERIALS:
- MSHA
- applicable regulations
- company
- other
- vendor/manufacturer

EVALUATION PROCEDURES:
- oral feedback
- written feedback
- observation
- other

The following subjects will be taught based on circumstances or conditions at the mine.

5. Subject Title:  **Prevention of Accidents, Materials Handling Safety, Powered Haulage, Machinery Safety, Slips, Trips & Fall Prevention, Handtool Safety, Job Safety Analysis, Substance Abuse Awareness, Environmental Safety**  
Approximate Time(s):  **00** hours 10 minutes to  **04** hours 00 minutes

TEACHING METHODS:
- lecture
- discussion
- audiovisual
- demonstration
- site tour
- other

COURSE MATERIALS:
- MSHA
- applicable regulations
- company
- other
- vendor/manufacturer

EVALUATION PROCEDURES:
- oral feedback
- written feedback
- observation
- other

6. Subject Title:  **Health, Heat Stress; “Back Power”; Dust Control, Silicosis Prevention; Dust & Health Issues (as applicable)**  
Approximate Time(s):  **00** hours 05 minutes to  **01** hours 15 minutes
The following subjects will be taught based on circumstances or conditions at the mine.

7. Subject Title: **Explosives (Where Applicable)**

This subject is: ☐ applicable  XX not applicable

Approximate Time(s): **00** hours **15** minutes to **03** hours **00** minutes

### TEACHING METHODS:

- [x] lecture
- [ ] demonstration
- [x] discussion
- [ ] site tour
- [ ] audiovisual
- [ ] other

### COURSE MATERIALS:

- [x] MSHA
- [ ] applicable regulations
- [x] company
- [ ] other
- [ ] vendor/manufacturer

### EVALUATION PROCEDURES:

- [x] oral feedback
- [ ] observation
- [ ] written feedback
- [ ] other

___.

Subject Title: 

[Section 46.5(d)]

Approximate Time(s): _ _ hours _ _ minutes to _ _ hours _ _ minutes
Subject Title: [Section 46.5(d)]

Approximate Time(s): ___ hours ___ minutes to ___ hours ___ minutes

TEACHING METHODS:
- lecture
- discussion
- audiovisual
- demonstration
- site tour
- other ____________________

COURSE MATERIALS:
- MSHA
- company
- vendor/manufacturer
- applicable regulations
- other ____________________

EVALUATION PROCEDURES:
- oral feedback
- written feedback
- observation
- other ____________________
Newly-Hired Experienced Miner Training Program (Section 46.6)

Each newly-hired experienced miner will receive the following training [Section 46.6 (a)]. As specified below, some of the training will be given before the miner begins work; while the balance of the required training will be given within 60 days after work begins.

A. Each newly-hired experienced miner will receive the following training before the miner begins work. This training will also address site-specific hazards [Section 46.6(b)]:

1. SUBJECT: Introduction to work environment [Section 46.6(b)(1)]

Approximate Time(s): 00 hours 10 minutes to 04 hours 00 minutes

TEACHING METHODS:
- lecture
- discussion
- audiovisual
- site tour

COURSE MATERIALS:
- MSHA
- company
- vendor/manufacturer
- applicable regulations
- other

EVALUATION PROCEDURES:
- oral feedback
- written feedback
- observation
- other

2. SUBJECT: Recognition and avoidance of electrical hazards and other hazards, such as traffic patterns and control, mobile equipment, and ground conditions [Section 46.6(b)(2)]

Approximate Time(s): 00 hours 05 minutes to 02 hours 30 minutes

TEACHING METHODS:
- lecture
- discussion
- audiovisual
- site tour

COURSE MATERIALS:
- MSHA
- company
- vendor/manufacturer
- lockout devices
- applicable regulations
- other

EVALUATION PROCEDURES:
- oral feedback
- written feedback
- observation
- other
3. SUBJECT: Emergency medical procedures; escape and emergency evacuation plans; fire warning signals and firefighting procedures [Section 46.6(b)(3)]

Approximate Time(s): 00 hours 10 minutes to 01 hours 30 minutes

TEACHING METHODS:
- [x] lecture
- [x] discussion
- [ ] demonstration
- [ ] site tour
- [ ] other

COURSE MATERIALS:
- [x] MSHA
- [x] company
- [x] vendor/manufacturer
- [x] escape and emergency evacuation plans
- [x] fire warning signals and firefighting procedures
- [ ] applicable regulations
- [ ] other

EVALUATION PROCEDURES:
- [x] oral feedback
- [ ] written feedback
- [ ] observation
- [ ] other

4. SUBJECT: Health and safety aspects of the tasks to be assigned [Section 46.6(b)(4)]

Approximate Time(s): 00 hours 05 minutes to 01 hours 00 minutes

TEACHING METHODS:
- [x] lecture
- [x] discussion
- [ ] demonstration
- [ ] site tour
- [ ] other

COURSE MATERIALS:
- [x] MSHA
- [x] company
- [x] vendor/manufacturer
- [x] safe work procedures
- [x] applicable regulations
- [ ] other

EVALUATION PROCEDURES:
- [x] oral feedback
- [ ] written feedback
- [x] observation
- [ ] other
5. **SUBJECT: Statutory rights of miners and their representatives** [Section 46.6(b)(5)]

Approximate Time(s): 00 hours 05 minutes to 01 hours 00 minutes

TEACHING METHODS:
- lecture
- discussion
- audiovisual

COURSE MATERIALS:
- MSHA
- company rules
- company
- applicable regulations
- 1977 Mine Act
- other [Guide to Miners’ Rights]

EVALUATION PROCEDURES:
- oral feedback
- written feedback
- observation
- other

6. **SUBJECT: Authority and responsibilities of supervisors and miner’s representatives** [Section 46.6(b)(6)]

Approximate Time(s): 00 hours 05 minutes to 01 hours 30 minutes

TEACHING METHODS:
- lecture
- discussion
- audiovisual

COURSE MATERIALS:
- MSHA
- company rules
- company
- applicable regulations
- 1977 Mine Act
- other

EVALUATION PROCEDURES:
- oral feedback
- written feedback
- observation
- other

7. **SUBJECT: Introduction to rules and procedures for reporting hazards** [Section 46.6(b)(7)]

Approximate Time(s): 00 hours 05 minutes to 00 hours 30 minutes

TEACHING METHODS:
- lecture
- discussion
- audiovisual

COURSE MATERIALS:
- MSHA
- mine communication system
- company rules
- applicable regulations
- 1977 Mine Act
- other
EVALUATION PROCEDURES:

- oral feedback
- written feedback
- observation
- other

B. After each newly-hired experienced miner begins work, the miner will receive the following training within 60 days [Section 46.6(c)]

1. SUBJECT: Self-rescue and respiratory devices [Section 46.5(c)(1)]

   This subject is: □ applicable  ❑ not applicable

   Approximate Time(s): ___ hours ___ minutes to ___ hours ___ minutes

TEACHING METHODS:

- lecture
- discussion
- demonstration
- audiovisual
- other

COURSE MATERIALS:

- MSHA
- company
- vendor/manufacturer
- training devices
- applicable regulations
- other

EVALUATION PROCEDURES:

- oral feedback
- written feedback
- fit test
- observation
- other

C. Training may be given on any other subjects that promote occupational health and safety for miners [Section 46.6(e)]

If other subjects will be taught based on circumstances or conditions at the mine, the “Yes” box is checked and a completed “Other Subject(s)” page for each is attached.

- Yes  ❑ No
Section 46.6
C. Other Subject(s)

__. Subject Title: [Section 46.6(e)]

Approximate Time(s): _ _ hours _ _ minutes to _ _ hours _ _ minutes

TEACHING METHODS:

☐ lecture  ☐ demonstration
☐ discussion  ☐ site tour
☐ audiovisual  ☐ other ________________

COURSE MATERIALS:

☐ MSHA  ☐ applicable regulations
☐ company  ☐ other ________________
☐ vendor/manufacturer

EVALUATION PROCEDURES:

☐ oral feedback  ☐ observation
☐ written feedback  ☐ other ________________

D. When a newly-experienced miner returns to the same mine following an absence of 12 months or less, the miner will receive training on any changes at the mine that occurred during the miner’s absence that could adversely affect the miner’s health and safety. This training will be given before the miner begins work at the mine. If the miner missed any part of annual refresher training under Section 46.8 during the absence, the missed training will be given within 90 days after the miner begins work at the mine [Section 46.6(f)]
New Task Training Program (Section 46.7)

Each miner who is assigned to a new task in which he or she has no previous work experience will be trained in the health and safety aspects and safe work procedures specific to that new task. This training will be provided before the miner performs the new task. If a change occurs in a miner’s assigned task that affects the health and safety risks encountered by the miner, the miner will be given training that addresses the change. Practice under close observation of a competent person may be used to fulfill the requirement for task training under this section [Section 46.7(d)].

A. Each miner who is assigned to a new task will be trained in the health and safety aspects and safe work procedures specific to that new task. This training will be provided before the miner performs the new task [Section 46.7(a)]. (Each task that will require training is specified below. The competent person giving the training is provided in Item 3 of the General Information section.)

1. SUBJECT: Health and safety aspects and safe work procedures of the new task

Specify the task: ____________________________

Approximate Time(s): ____ hours ____ minutes to ____ hours ____ minutes

TEACHING METHODS:

- [ ] lecture
- [ ] discussion
- [ ] audiovisual
- [ ] practice under close observation
- [ ] demonstration
- [ ] site tour
- [ ] other ____________________________

COURSE MATERIALS:

- [ ] MSHA
- [ ] company
- [ ] vendor/manufacturer
- [ ] operating manuals
- [ ] JSAs
- [ ] safe work procedures
- [ ] applicable regulations
- [ ] other ____________________________

EVALUATION PROCEDURES:

- [ ] oral feedback
- [ ] written feedback
- [ ] observation
- [ ] other ____________________________

If other tasks require training at the mine, the “Yes” box is checked and a competed “Other Task(s)” page for each is attached.

- [ ] Yes  [ ] No

B. When changes occur in a miner’s assigned task that affects the health and safety risks encountered by the miner, the miner will receive training that addresses the change(s) [Section 46.7(b)].
Section 46.7
A. Other Task(s)

___. SUBJECT: Health and safety aspects and safe work procedures of the new task

Specify the task:

Approximate Time(s): __ hours __ minutes to __ hours __ minutes

TEACHING METHODS:

- [ ] lecture
- [ ] discussion
- [ ] audiovisual
- [ ] practice under close observation
- [ ] demonstration
- [ ] site tour
- [ ] other ________________

COURSE MATERIALS:

- [ ] MSHA
- [ ] JSAs
- [ ] company safe work procedures
- [ ] vendor/manufacturer applicable regulations
- [ ] operating manuals other ________________

EVALUATION PROCEDURES:

- [ ] oral feedback
- [ ] written feedback
- [ ] observation
- [ ] other ________________

___. SUBJECT: Health and safety aspects and safe work procedures of the new task

Specify the task:

Approximate Time(s): __ hours __ minutes to __ hours __ minutes

TEACHING METHODS:

- [ ] lecture
- [ ] discussion
- [ ] audiovisual
- [ ] practice under close observation
- [ ] demonstration
- [ ] site tour
- [ ] other ________________

COURSE MATERIALS:

- [ ] MSHA
- [ ] JSAs
- [ ] company safe work procedures
- [ ] vendor/manufacturer applicable regulations
- [ ] operating manuals other ________________

EVALUATION PROCEDURES:

- [ ] oral feedback
- [ ] written feedback
- [ ] observation
- [ ] other ________________
Annual Refresher Training Program (Section 46.8)

Each miner will receive a minimum of 8 hours of annual refresher training at least once every 12 months [Section 46.8(a)]. The training will include instruction on changes at the mine that could adversely affect the miner’s health or safety. The refresher training will also address other health and safety subjects relevant to the mine.

A. Each miner will receive the following training [Section 46.8(b)]:

1. SUBJECT: Changes at the mine that affect the miner’s health or safety

   Approximate Time(s): 0.0 hours 05 minutes to 0.7 hours 50 minutes

   TEACHING METHODS:
   - lecture
   - discussion
   - audiovisual
   - site tour (if training conducted at mine site)
   - other ______________________

   COURSE MATERIALS:
   - MSHA
   - applicable regulations
   - company
   - other ______________________
   - vendor/manufacturer

   EVALUATION PROCEDURES:
   - oral feedback
   - written feedback
   - observation
   - other ______________________

B. Miners will also receive training in the following recommended subjects and for hazards that have accounted for the most fatalities and injuries at the mine, where appropriate [Section 46.8(c)].

If any of the recommended subjects will be taught at the mine or at a site selected by the Wisconsin Mine Safety & Health Training Program (WMSHP), the “Yes” box is checked and a completed “Recommended Subject(s)” page for each is attached.

   ☐ Yes  ☐ No

If any other subjects will be taught based on circumstances or conditions at the mine, the “Yes” box is checked and a completed “Other Subject(s)” page for each is attached.

   ☐ Yes  ☐ No

Recommended Subject(s)

☐ SUBJECT: Applicable health and safety requirements, including mandatory standards
☐ SUBJECT: Transportation controls and communication systems
☐ SUBJECT: Escape and emergency evacuation plans; firewarning and firefighting
☐ SUBJECT: Ground conditions and control
☐ SUBJECT: Traffic patterns & control
☐ SUBJECT: Working in areas of highwalls
☐ SUBJECT: Illumination & night work
X SUBJECT: Water hazards, pits, and spoil banks
X SUBJECT: First aid
X SUBJECT: Prevention of accidents
X SUBJECT: Explosives
X SUBJECT: Mobile equipment; conveyor systems; cranes; crushers; excavators; and dredges

X SUBJECT: Maintenance and repair; material handling; fall prevention and protection; and working around moving objects.

Approximate Time(s): 00 hours 10 minutes to 07 hours 50 minutes

TEACHING METHODS:
- lecture
- discussion
- audiovisual

- site tour (if training conducted at mine site)

OTHER

COURSE MATERIALS:
- MSHA
- applicable regulations
- company
- vendor/manufacturer

EVALUATION PROCEDURES:
- oral feedback
- written feedback
- observation
- other

Other Subject(s)

___. Subject Title: _____________________________
[Section 46.8(d)]

Approximate Time(s): __ hours __ minutes to __ hours __ minutes

TEACHING METHODS:
- lecture
- discussion
- audiovisual

- site tour
- other

COURSE MATERIALS:
- MSHA
- applicable regulations
- company
- vendor/manufacturer

EVALUATION PROCEDURES:
- oral feedback
- written feedback
- observation
- other
Site-specific hazard awareness training will be given before any person specified under this section is exposed to mine hazards [Section 46.11(a)].

This training will be given to any person who is not a miner as defined by Section 46.2 but is present at the mine site. Such persons may include, but are not limited to, office personnel, delivery workers, and customers [Section 46.11(b)]. This training will also be provided to miners, such as drillers or blasters, who move from one mine to another mine while remaining employed by the same production-operator or independent contractor [Section 46.11(c)].

Site-specific hazard awareness training is not required for any person who is accompanied at all times by an experienced miner who is familiar with hazards specific to the mine [Section 46.11(f)].

The production-operator has primary responsibility for ensuring that hazard awareness training is given to employees of independent contractors who are required to receive that training. The production-operator will provide information to each independent contractor who employs a person at the mine on site-specific mine hazards [Section 46.12(a)].

Each independent contractor who employs a miner (as defined in Section 46.2) at the mine has primary responsibility for providing new miner training, newly-hired experienced miner training, new task training, and annual refresher training. Independent contractors will inform the production-operator of any hazards contractors may create by the performance of their work at the mine [Section 46.12(b)].

A. Training each person receives will address site-specific health and safety risks. The training will include the following subjects or other special safety procedures, where appropriate [Section 46.11(d)].

Independent contractors who will be receiving hazard awareness training from the production-operator and will not need to provide this training to their own employees or employees of other independent contractors are not required to complete this part of the training plan.

Contractors may check here when this part is: □ not applicable.

1. SUBJECT: Hazards to which miners may be exposed while at the mine, including applicable emergency procedures

Approximate Time(s): 00 hours 10 minutes to 02 hours 00 minutes

TEACHING METHODS:

- lecture
- discussion
- audiovisual
- written warnings
- site tour
- demonstration
- other

COURSE MATERIALS:

- MSHA
- company
- vendor/manufacturer
- company rules/policies
- checklist(s)
- signs and posted warnings
- applicable regulations
- other
If other subjects will be taught to address site-specific health and safety risks at the mine, the “Yes” box is checked and a completed “Health and Safety Subject(s)” page for each is attached.

☐ Yes  ☐ No

If any other subjects will be taught based on circumstances or conditions at the mine, the “Yes” box is checked and a completed “Other Subject(s)” page for each is attached.

☐ Yes  ☐ No

B. Training will be provided to miners, such as drillers or blasters, who move from one mine to another mine while remaining employed by the same production-operator or independent contractor [Section 46.11(c)].

Independent contractors who will be receiving this training from the production-operator and will not be providing this training to employees of other independent contractors are not required to complete this part of the training plan.

Contractors may check here when this part is:  ☒ not applicable.

1. SUBJECT: Hazards to which miners may be exposed while at the mine, including applicable emergency procedures

Approximate Time(s): __ hours __ minutes to __ hours __ minutes

TEACHING METHODS:

☐ lecture
☐ discussion
☐ audiovisual
☐ written warnings

☐ site tour
☐ demonstration
☐ other ______________________

COURSE MATERIALS:

☐ MSHA
☐ company
☐ vendor/manufacturer
☐ company rules/policies

☐ checklist(s)
☐ applicable regulations
☐ other ______________________

EVALUATION PROCEDURES:

☐ oral feedback
☐ written feedback

☐ observation
☐ other ______________________
Health and Safety Subject(s)

- SUBJECT: Unique geologic or environmental conditions, where applicable
- SUBJECT: Recognition and avoidance of hazards such as electrical hazards
- SUBJECT: Powered haulage hazards, where applicable
- SUBJECT: Traffic patterns and control, and restricted areas
- SUBJECT: Warning and evacuation signals
- SUBJECT: Evacuation and emergency procedures
- SUBJECT: Other special safety procedures, if any

Approximate Time(s): __ hours __ minutes to __ hours __ minutes

TEACHING METHODS:

- lecture
- demonstration
- discussion
- site tour
- audiovisual
- other

COURSE MATERIALS:

- MSHA
- checklist(s)
- company
- applicable regulations
- vendor/manufacturer
- other
- company rules/policies

EVALUATION PROCEDURES:

- oral feedback
- observation
- written feedback
- other

Part 46 Miners’ Rights Pertaining to Training Plans

The miners or their representatives must be notified when a plan is submitted for Regional Manager approval. Miners and their representatives may also request review and approval of the plan by the Regional Manager, and must notify the production-operator or independent contractor of such request [Section 46.3(c)].

The miners’ representative, if any, must be provided with a copy of the plan at least 2 weeks before the plan is implemented or submitted to the Regional Manager for approval. At mines where no miners’ representative has been designated, a copy of the plan must be posted at the mine or provided to each miner at least 2 weeks before the plan is implemented or submitted to the Regional Manager for approval [Section 46.3(d)].

Within 2 weeks following the receipt or posting of the training plan, miners or their representatives may submit written comments on the plan to the operator, or to the Regional Manager, as appropriate [Section 46.3(e)].

The miners or their representatives must be notified of the approval, or status of the approval, of the training plan within 30 days after the date on which the operator submitted the training plan for approval or the date on which a miner or miners’ representative requested approval of the plan [Section 46.3(f)].
The miners’ representative, if any, must be provided with a copy of the approved plan within 1 week after approval. At mines where no miners’ representative has been designated, a copy of the plan must be posted at the mine or provided to each miner within 1 week after approval [Section 46.3(g)].

If miners or miners’ representatives wish to appeal a decision of the Regional Manager, they must send the appeal, in writing, to the Director for Educational Policy and Development, MSHA, 1100 Wilson Boulevard, Arlington, Virginia, 22209, within 30 days after notification of the Regional Manager’s decision. The Director will issue a decision within 30 days after receipt of the appeal [Section 46.3(h)].

A copy of the current training plan must be made available at the mine for examination by miners and their representatives. If the training plan is not maintained at the mine, the operator must have the capability to provide the plan within one business day upon request of miners or their representatives [Section 46.3(i)].

For additional information, you may also refer to the MSHA Guide to Miners’ Rights and Responsibilities Under the Federal Mine Safety and Health Act of 1977 (OT-2).

### Part 46 List of Subject Areas

You may select the subject area(s) for the competent person or organization from the list below.

Select all that apply, or write in your own description for other subjects in the space provided on the plan.

<table>
<thead>
<tr>
<th>New miner training</th>
<th>Ground conditions and control</th>
</tr>
</thead>
<tbody>
<tr>
<td>Newly-hired experienced miner training</td>
<td>Working in areas of highwalls</td>
</tr>
<tr>
<td>New task training</td>
<td>Water hazards, pits, and spoil banks</td>
</tr>
<tr>
<td>Annual refresher training</td>
<td>Illumination and night work</td>
</tr>
<tr>
<td>Hazard awareness training</td>
<td>Electrical hazards</td>
</tr>
<tr>
<td></td>
<td>Prevention of accidents</td>
</tr>
<tr>
<td>Introduction to work environment</td>
<td>Health</td>
</tr>
<tr>
<td>Recognition and avoidance of electrical hazards and other hazards, such as traffic patterns and control, mobile equipment, and ground conditions</td>
<td>Explosives</td>
</tr>
<tr>
<td>Emergency medical procedures, escape and emergency evacuation plans, and firewarning signals and firefighting procedures</td>
<td>Respiratory devices</td>
</tr>
<tr>
<td>Health and safety aspects of the tasks to be assigned</td>
<td>Maintenance and repair; material handling; fall prevention and protection; and working around moving objects</td>
</tr>
<tr>
<td>Statutory rights of miners and their representatives</td>
<td>Mobile equipment; conveyor systems; crushers; excavators; and dredges</td>
</tr>
<tr>
<td>Authority and responsibilities of supervisors and miners’ representatives</td>
<td>Hazards the miner may be exposed to while at the mine, including applicable emergency procedures</td>
</tr>
<tr>
<td>Introduction to rules and procedures for reporting hazards</td>
<td>Unique geologic or environmental conditions</td>
</tr>
<tr>
<td>Self-rescue and respiratory devices</td>
<td>Recognition and avoidance of hazards, such as electrical hazards</td>
</tr>
<tr>
<td>First aid</td>
<td>Powered haulage hazards</td>
</tr>
<tr>
<td>Health and safety aspects and safe work procedures of the new task</td>
<td>Traffic patterns and control</td>
</tr>
<tr>
<td>Change in a miner’s assigned task that affects the health and safety risks</td>
<td>Restricted areas</td>
</tr>
<tr>
<td>Changes at the mine that affect the miner’s health or safety</td>
<td>Warning and evacuation signals</td>
</tr>
<tr>
<td>Firewarning and firefighting</td>
<td>Other special safety procedures</td>
</tr>
</tbody>
</table>
Part 46 List of Tasks

You may select the task(s) to include for training from the list below, or write in your own description in the space provided on the plan.

Auger helper
Auger operator
Barge attendant / boat operator / dredge operator
Belt man / conveyor crew / vulcanizer
Belt / conveyor man/crew
Bobcat operator
Brake man / rope rider / car dropper
Bulldozer / tractor operator
Car dump / rotary dump / shake-out operator / helper
Car dump / shake-out / roscoe / loaderhead operator
Cement man / mason / brick layer
Clam shell operator
Cleanup man
Crane operator
Cutting machine helper
Cutting machine operator
Dispatcher
Drill helper / chuck tender
Drill operator (wagon / diamond)
Driver jeep / pickup
Dryer / kiln operator / worker
Electrician / helper / wireman
Engineer (electrical / mining)
Forklift operator
Front-end loader / high lift operator
Grader / road roller operator
Hand loader
Highwall drill operator / helper
Hoistman / hoist engineer / helper
Inspector / preshifter
Laborer / utility man / bull gang
Loading machine helper
Loading machine / loader operator
M/NM sampler/dust sampler / lab technician
Mechanic / repairman / helper
Miner NEC / surface miner
Mucking machine operator
Oiler / greaser
Plumber / carpenter / painter
Pumper
Rock driller
Rotary bucket excavator operator

Scalper / screen / sizing / tipple plant worker
Scoop car / tram / load haul dump operator
Shopman / millwright / machinist / bit sharpener
Shotfirer / blaster / shooter / helper
Shovel operator (stripping / loading)
Silo / train load out operator
Sizing / washing / cleaning plant operator / worker
Stone finishing / sizing personnel
Supervisory / management / foreman / boss
Supplyman / warehouseman / supply driver
Survey crew
Timberman / propman / steel setter / steelworker
Track man / track gang / tamping machine operator
Trainee
Truck driver
Union official/safety representative
Ventilation man / crew / builder / brattice man
Watchman/guard
Water attendant
Weighman / scaleman / timekeeper / clerk
Welder / blacksmith
Yard engine engineer / fireman