

**American National Standard
Criteria for
Accepted Practices in
Safety, Health, and
Environmental Training**

Secretariat

American Society of Safety Engineers

1800 East Oakton Street
Des Plaines, Illinois 60018-2187

Approved July 2, 2001

ANSI Board of Standards Review

American National Standard

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Published by

**American Society of Safety Engineers
1800 East Oakton Street, Des Plaines, Illinois 60018-2187**

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Printed in the United States of America

Foreword

(This Foreword is not part of American National Standard Z490.1-2001)

The charter of the American National Standards Committee Z490 on Criteria for Accepted Practices in Safety, Health and Environmental Training was accredited by the American National Standards Institute on September 19, 1997. This Standard grew out of the recognized need for improvement in safety, health, and environmental training. Quality training is required to ensure that workers and safety, health, and environmental professionals have the knowledge, skills, and abilities necessary to protect themselves and others in the workplace.

Safety, health, and environmental training is an important element of an effective overall safety, health, and environmental program.

Historically, safety, health, and environmental training has been specifically addressed by only a few regulations with limited scope, such as asbestos, hazard communication, and storm water management. The regulations usually specify the technical topics to be covered in a training course, but do not stipulate how to adequately design, develop, deliver, and evaluate training.

This Standard covers all facets of training, including training development, delivery, evaluation, and management of training and training programs. Thus, the criteria were developed by combining accepted practices in the training industry with those in the safety, health, and environmental industries. The Standard is intended to apply to a broad range of training and training programs.

Industry employers may use this Standard to assess the services of external training providers or to audit or improve their own corporate training programs. Training providers may use the Standard to assess and improve their training services. This Standard may also be used as a basis for development and management of training and training programs, with the annexes and references providing additional information and detail.

Governmental regulations specify mandatory requirements for various safety, health, and environmental training. Likewise, the training program may be embedded in a larger safety, human resources, or other organizational structure. As a broad-based voluntary consensus standard, this document complements the regulations and organizational policies. However, compliance with this Standard does not assure compliance with governmental regulations or organizational policies, or vice versa.

The Z490 Committee solicits public input that may suggest revisions to the Standard. Such input should be sent to the Secretariat, American Society of Safety Engineers, 1800 East Oakton Street, Des Plaines, IL 60018-2187.

This Standard was developed and approved for submittal to ANSI by the American National Standards Committee on Criteria for Accepted Practices in Safety, Health, and Environmental Training, Z490. Committee approval of the Standard does not imply that all members voted for its approval. At the time of its approval, the Z490 Standards Committee consisted of the following members:

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Explanation of Standard

American National Standard Z490.1-2001 uses a two-column format to provide both specific requirements and supporting information. The left column, designated "Standard Requirements," is confined solely to these requirements and is printed in bold type. The right column, designated "Explanatory Information," contains only information that is intended to clarify the Standard. This column is not a part of the Standard.

American National Standard Criteria for Accepted Practices in Safety, Health, and Environmental Training

STANDARD REQUIREMENTS

EXPLANATORY INFORMATION

(Not part of American National Standard Z490.1-2001)

1. *Scope, Purpose, and Application*

1.1 Scope - This Standard establishes criteria for safety, health, and environmental training programs, including development, delivery, evaluation, and program management.

1.2 Purpose - The purpose of this Standard is to provide accepted practices for safety, health, and environmental training.

1.3 Application - This Standard is recommended for application by training providers of safety, health, and environmental training.

1.3.1 If any of the provisions of this Standard are deemed to not be applicable, the other requirements or recommendations of the Standard shall still apply.

1.3.2 This Standard applies to all safety, health, or environmental training, whether separate or a portion of other training.

2. *Definitions*

2.1 certificate: A written document attesting to the successful completion of an established training program by an individual trainee.

2.2 competent person: A person prepared by education, training, or experience to develop and implement various elements of a training program.

2.3 credit: A quantitative measure of units of training completed.

2.4 learning objectives: Written statements of the desired knowledge, skill, or ability to be demonstrated by trainees.

2.5 may: Denotes a permissive statement.

2.6 shall: Indicates a mandatory requirement.