STS-General Industry Examination Blueprint and Examination Specification

Task 1 (9.8%)

Conduct job safety analyses by performing pre-task hazard analyses, and by evaluating personal protective equipment, tools, equipment, and job expectations in order to identify potential hazards and reduce the risk of incident or injury.

Knowledge	Skills
1. Hazards (e.g., biological, chemical, physical, ergonomic) related to work process, equipment, and tools needed 2. Safety, health, and environmental requirements relevant to the work performed (e.g., regulations, consensus standards, best practices) 3. Limitations of personal protective equipment 4. Requirements for the selection of personal protective equipment 5. Principles and applications of hazard control 6. Safety resources (e.g., material safety data sheets, key personnel, experts) 7. Documentation of job safety analyses and procedures derived from the analyses 8. Basic mathematics	1. Recognizing hazards and mitigating exposure 2. Facilitating job safety analyses (identifying job steps) 3. Communicating the purpose and effectiveness of job safety analyses 4. Selecting, using, and maintaining personal protective equipment 5. Using safety resources 6. Using basic mathematical formulas

Task 2 (12.2%)

Monitor work practices by observing employees' behaviors and their use of personal protective equipment, tools, and equipment to reduce the risk of incident or injury and to comply with applicable standards.

Knowledge	Skills
1. Hazards (e.g., biological, chemical, physical, ergonomic) related to work process, equipment, and tools needed 2. Safety, health, and environmental requirements relevant to the work performed (e.g., regulations, consensus standards, best practices) 3. Limitations of personal protective equipment 4. Requirements for the selection of personal protective equipment 5. Inspection and documentation process	1. Recognizing hazards and mitigating exposure 2. Coaching safe behaviors 3. Using observation to identify unsafe behaviors 4. Conducting worksite inspections 5. Communicating hazards 6. Keeping records

Task 3 (9.8%)

Enforce safety and health rules and regulations within the work group by coaching and correcting observed deficiencies or by taking appropriate disciplinary action in order to reduce the risk of incident or injury.

Knowledge	Skills
1. Hazards (e.g., biological, chemical, physical, ergonomic) related to work process, equipment, and tools needed 2. Safety, health, and environmental requirements relevant to the work performed (e.g., regulations, consensus standards, best practices) 3. Coaching techniques 4. Conflict resolution techniques 5. Appropriate disciplinary policies and procedures	1. Recognizing hazards and mitigating exposure 2. Coaching safe behaviors 3. Keeping records

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Task 4 (8.7%)

Take appropriate action when confronted with problems by exercising stop-work authority, modifying tasks, elevating issues, consulting with qualified professionals (when the matter is outside the scope of the supervisor's capabilities), etc., in order to maintain a safe and healthful work environment.

Knowledge	Skills
1. Hazards (e.g., biological, chemical, physical, ergonomic) related to work process, equipment, and tools needed 2. Safety, health, and environmental requirements relevant to the work performed (e.g., regulations, consensus standards, best practices) 3. Organizational structure for the organization (e.g., hierarchy, chain of command) 4. Organizational policies and procedures 5. Principles and applications of hazard control 6. Basic principles of risk assessment	1. Exercising leadership 2. Making decisions 3. Communicating to employees effectively 4. Analyzing 5. Resolving conflicts 6. Recognizing and evaluating high risk problems

Task 5 (12.4%)

Facilitate a positive, proactive safety culture by anticipating hazards, modeling and coaching safe behavior, promoting incident reporting, supporting employee participation, and communicating performance measures in order to enhance safety and health.

Knowledge	Skills
1. Hazards (e.g., biological, chemical, physical, ergonomic) related to work process, equipment, and tools needed 2. Characteristics of proactive safety cultures and reactive safety cultures 3. Industry-accepted performance measures (e.g., incidence rates) 4. Conflict resolution techniques 5. Principles and applications of hazard control 6. Facilitation and safety communication strategies	1. Distinguishing types of safety cultures 2. Coaching safe behaviors 3. Using observation to identify unsafe behaviors 4. Using open, clear, and interactive communication 5. Resolving conflicts 6. Using facilitation skills

Task 6 (7.6%)

Verify that work group employees are capable of performing work safely by reviewing their training records and job-specific qualifications in order to ensure competent staff.

Knowledge	Skills
1. Hazards (e.g., biological, chemical, physical, ergonomic) related to work process, equipment, and tools needed 2. Safety, health, and environmental requirements relevant to the work performed (e.g., regulations, consensus standards, best practices) 3. Training and qualifications necessary for specific jobs and/or tasks 4. Organizational record keeping systems	1. Assessing training needs based on requirements and hazards 2. Making decisions 3. Keeping records

Task 7 (10.2%)

Ensure that new personnel in the work area are oriented to safety and health considerations by communicating potential and existing hazards and monitoring behavior in order to make sure that applicable rules and emergency action plans are understood.

Knowledge	Skills
1. Hazards (e.g., biological, chemical, physical, ergonomic) related to work process, equipment, and tools needed 2. Safety, health, and environmental requirements relevant to the work performed (e.g., regulations, consensus standards, best practices) 3. Emergency action plans and procedures	1. Using observation to identify unsafe behaviors 2. Using open, clear, and interactive communication

Task 8 (4.5%)

Apply safety and health standards on worksites.

Knowledge	Skills
1. Safety, health, and environmental requirements relevant to the work performed (e.g., regulations, consensus standards, best practices) 2. Security and confidentiality requirements of record keeping processes 3. Ethical considerations concerning the accuracy of information, conflict of interests, etc. 4. Injury management/workers' compensation (working knowledge)	1. Resolving ethical conflicts related to record keeping 2. Keeping records

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Task 9 (5.4%)

Participate in employee evaluations by including safety performance as a key criterion in order to hold employees accountable for safety.

Knowledge	Skills
1. Strategies for evaluating safety behavior, participation in safety culture, etc. 2. Safety, health, and environmental requirements relevant to the work performed (e.g., regulations, consensus standards, best practices) 3. Observation techniques 4. Organizational safety performance measures for employees 5. Techniques for safety performance recognition and reward or correction	1. Using observation to identify unsafe behaviors 2. Coaching safe behaviors 3. Communicating to employees effectively 4. Listening to concerns and suggestions 5. Implementing organizational and regulatory requirements 6. Implementing organizational performance measurement procedures 7. Comparing safety performance to applicable standards

Task 10 (7.2%)

Investigate accidents and/or incidents

Knowledge	Skills
1. Purpose and principles of accident/incident investigations 2. Safety, health, and environmental requirements relevant to the work performed (e.g., regulations, consensus standards, best practices) 3. Investigation techniques 4. Organizational record keeping systems 5. Principles and applications of hazard control 6. Lessons learned from incidents at the worksites 7. Organizational policies regarding communication with external entities 8. Ethical considerations concerning sources of data, accuracy of data, preservation of evidence, application of investigation techniques, reporting, etc.	1. Selecting correct investigation techniques 2. Accessing lessons learned at the worksite and in the industry 3. Applying investigation techniques correctly 4. Analyzing and protecting evidence 5. Communicating results 6. Resolving ethical conflicts

Task 11 (6.4%)

Implement emergency action plans in accordance with the nature of incidents in order to minimize potential losses.

Knowledge	Skills
1. Emergency action plans 2. Safety, health, and environmental requirements relevant to the work performed (e.g., regulations, consensus standards, best practices) 3. Emergency procedures 4. Terminology used in emergency action plans 5. Techniques for implementing exercises 6. Organizational record keeping requirements	1. Recognizing the nature and severity of incidents 2. Determining actions needed 3. Communicating to employees effectively 4. Executing the emergency action plan 5. Facilitating post exercise/incident evaluations 6. Keeping records

Task 12 (6.0%)

Interact with other work group supervisors using timely communication to coordinate operations and work processes and to minimize risk.

Knowledge	Skills
1. Hazards (e.g., biological, chemical, physical, ergonomic) related to work process, equipment, and tools needed 2. Leadership techniques 3. Facilitation techniques 4. Effective communication techniques (e.g., among shifts, simultaneous work groups, different levels of the hierarchy within the organization) 5. Principles and applications of hazard control 6. Organizational policies and procedures 7. Organizational record keeping requirements	1. Recognizing hazards and mitigating exposure 2. Making decisions 3. Using techniques for minimizing risk 4. Using open, clear, and interactive communication