



## MSHA TRAINING COURSES

### NEW MINER TRAINING

This two day course curriculum is in compliance with MSHA 30 CFR Part 46 or 48(b) and developed for persons new to the mining industry. This course will cover 16 of the required 24 hours of training; the remaining 8 hours of training may be conducted and documented by your company or the miner may attend a refresher class as a “review day” if training plan allows.

*\*Please notify Northland if training needs fall under Part 48 (b).*

### ANNUAL REFRESHER TRAINING

This refresher course is designed in compliance with MSHA 30 CFR Part 46 or 48(b) which offers miners of all experience levels a useful, comprehensive and effective annual training class. Under Part 46, one hour will be left for companies to conduct and document under section, "Instruction on changes at the mine that could adversely affect the miner's health or safety" as it relates specifically to operations.

*\*Please notify Northland if training needs fall under Part 48 (b).*

### FIRST AID & CPR/AED CERTIFICATION

Through the American Heart Association, this certification course is designed to meet MSHA and OSHA requirements for anyone with little or no medical training to administer first aid/CPR in an emergency. This course covers Heartsaver first aid basics, CPR and AED skills for adults. *Renewal is every two years.*

**Contact us today to schedule a class!**

### WHO SHOULD ATTEND?

MSHA New Miner or Annual Refresher Training is required for all employees and independent contractors working in or around mining operations that:

- Engage in mining operations including developing, drilling, blasting, extracting, milling, crushing, screening or sizing materials, or moving material within the mine for any length of time;
- A maintenance or service worker working on mining equipment for frequent or extended periods; or
- A construction worker who is exposed to hazards of mining operations for frequent or extended periods.

### CONTRACTORS ON YOUR MINE SITE

If you have contractors working on your mine site or are exposed to hazards for frequent or extended periods of time, have them call us to discuss their training responsibilities while working on Part 46/48 mine properties. Types of contractors may include:

- Equipment/Plant Service & Repair
- Excavation or Earth Moving Activities
- Mine Development, Drilling & Blasting
- Material Handling Within Mine Property

**Providing MSHA training for over 30 years!**

**Proud Cooperative Trainer under the MSHA State Grants Program**



# MSHA TRAINING PLAN REQUIREMENTS WITH NORTHLAND

## Competent Person

In order for Northland to provide training, Northland Community & Technical College needs to be listed in your Training Plan under Competent Person(s) for:

- New Miner Training; and
- Annual Refresher Training; and
- Experienced Miner Training; or
- All Subjects

## New Miner & Annual Refresher Training Plan Topics

- Instruction on Statutory Rights of Miners
  - Authority & Responsibility of Supervisors
  - Understanding MSHA Training Requirements
  - Recognition & Avoidance of Electrical Hazards & Other Hazards, Lock-Out-Tag-Out
  - Escape & Emergency Evacuation Plans, Firefighting
  - First Aid & CPR/AED
  - Health & Safety Aspects of Tasks Assigned: Fall Protection, Respiratory Hazards, Hearing Conservation, HazCom & GHS, Confined Space
  - Other Personal Protective Equipment
  - Transportation Controls & Communication
  - Highwalls, Water Hazards, Pits, Berms, Illumination
  - Working Around Mobile Equipment, Material Handling
  - Working Around Moving Objects, Conveyor Safety
  - Machine Guarding
  - Maintenance & Repair, Workplace Exams, Pre-Op Inspections
  - MSHA Regulation Updates & Mandatory Standards
- \*Additional topics available upon request*

## Training Plan Topic Flexibility

Update your Training Plan programs:

**Approximate Times:** list all topics from 15 minutes to 24 hours (longer if desired)

**Teaching Methods:** lecture, discussion, audio/visual, demonstration, site tours, online/web-based (if applicable)

**Course Material:** MSHA, company, applicable regulations, vendor/manufacturer

**Evaluation:** oral feedback, written feedback, observation, and audience response units

*Your company is responsible to ensure that the material within your Training Plan is covered and documented: topics, approximate times, teaching methods, materials, evaluations.*

## Site Tours & Site Specific/Hazard Training

- Our training does not include tours of a mine site which is required for New Miner and Experienced Miner Training.
- Our training does not include Site Specific/Hazard Awareness Training or changes at the mine site as it pertains to specific company operations.

## Added Value Choosing Northland

- On-Site Visits
  - Year-Round MSHA Compliance Calls and Guidance
  - Training Plan Development and Review
  - Required Paperwork & Completing Forms Assistance
  - Hearing Conservation & Noise Level Surveying
  - Drone Technology
- \*Based on availability and grant funding*

## Have other employees that need OSHA Training? Contact Us!

*Customized topics may include:*

- Hazard Communications
- Respiratory Protection
- Occupational Noise Exposure
- Person Protective Equipment
- Confined Space
- Emergency Action Plans
- Lock-Out-Tag-Out
- Ergonomics
- Portable Fire Extinguishers
- Distracted & Defensive Driving
- Machine Guarding
- Hand Safety
- Welding Safety
- Powered Industrial Truck / Forklift
- Aerial Lift Truck & Scaffolding
- Trenching & Excavation
- First Aid/CPR/AED & Bloodborne Pathogens
- And more!

## MSHA & OSHA Instructor

**Ashley Gillund**  
MSHA Approved #10448690

(218) 683-8642

ashley.gillund@northlandcollege.edu  
www.northlandcollege.edu/WDS

Ashley has been with our WDS team since 2017. She is passionate about safety and brings years of industry knowledge and experiences to her training sessions.

# 2024 MSHA SCHEDULE

## ANNUAL REFRESHER TRAINING

8:00 AM TO 4:00 PM • IN-PERSON \$120 • ONLINE/ZOOM \$115  
MORNING REFRESHMENTS & LUNCH PROVIDED FOR IN-PERSON SESSIONS

**Thief River Falls**  
NCTC Campus-Room 203

March 22

**East Grand Forks**  
NCTC Campus-Room 250

March 5

**Roseau**  
NCTC Campus-Trapper Room

April 10

**Sauk Rapids**  
Sauk Rapids Gov't Center

April 1

**Wadena**  
Wadena VFW

March 27

**Sabin/Fargo**  
Sabin Community Center

February 20

**Bemidji**  
Bemidji Eagles

April 5

**Alexandria**  
ATCC Campus  
Room 211

February 29

March 13

April 16

**Online/ZOOM**  
Live w/ Instructor

April 29

May 9

June 6

July 18

August 23

*\*No more than 2 people per device. Cellphones are not approved.*

*If you have 15-20+ employees and prefer to do a private class, call Ashley at (218) 683-8642 to make arrangements.*

## NEW MINER TRAINING • 16-HOURS/2-DAYS

8:00 AM TO 4:00 PM • ONLINE/ZOOM \$220

**Online/ZOOM**

Live w/ Instructor

April 22-23

May 7-8

June 4-5

July 16-17

August 21-22

*\*No more than 2 people per device. Cellphones are not approved.*

Our training does not include tours of a mine site which is required for New Miner and Experienced Miner Training.

Hands on training materials are mailed out, registration required one week prior. Cancellations are required one week prior.

Need New Miner Training sooner? Call Ashley at (218) 683-8642 to check availability.

## CLASS COMMUNICATION & PLANNING

**Registration & Class Communications:** Please provide a contact email with your registration for class communications. This will be our most efficient means of communication in the event of a class change or cancellation.

**In-Person Location Updates for 2024:** We have added Sabin and Wadena on to our public flyer. Roseau will be on the lower level of the city building due to the size of the class.

**Online Updates for 2024:** We are approved by MSHA to continue offering online training and use the program ZOOM for delivery but will not start offering until late April as most individuals/groups prefer in-person. This interactive online course is live with our instructor and includes lecture, activities, and breaks. Under MSHA guidelines: participants must have quality internet connection, working audio (speaker & microphone) and be visible through web-camera at all times during instruction to monitor the class. Cell phones are not an approved device, and no more than 2 people per device. Northland reserves the right to dismiss any person or group from the class that is having connection issues. Make-up arrangements may be available and will be reviewed on a case by case basis. Roster and training certificates will be emailed and/or mailed out after the class. If you desire to use this option and have a MSHA Training Plan, under New Miner, Experienced Miner and Annual Refresher sections, amend Teaching Methods to include "web-based/online". Under Part 46 Training Plans, you do NOT need MSHA to approve this. If your training needs fall under Part 48(b) and your Part 48(b) Training Plan, amendments will have to be approved by your respected MSHA district office.

**Class Capacities:** Capacities may be limited at certain locations including online, please don't delay on registering.

**Questions?** Email [wds@northlandcollege.edu](mailto:wds@northlandcollege.edu) or call (218) 683-8649.

**NORTHLAND**

# REGISTRATION

LOCATIONS MAY BE LIMITED, REGISTRATIONS WILL BE TAKEN ON A FIRST-COME-FIRST SERVE BASIS.

## Online:

Complete registration and pay with credit card online at [www.northlandcollege.edu/wdsclasses](http://www.northlandcollege.edu/wdsclasses). A confirmation and reminder will be sent to those who provide an email address.

## Mail:

Complete the enclosed registration form and return it with registration fee payable to NCTC-WDS. A confirmation will be sent when registration is complete. Please provide an email address for efficient communication.

## Call:

Call (218) 683-8649 with your registration and securely pay over the phone or we can invoice you.

## Cancellations:

Cancellations for Annual Refresher Training must be received at least 48 hours prior to the class to receive a refund. New Miner Training cancellations must be received one week prior as materials are mailed out a week before the training date. No refunds are made to uncanceled registrations including no/call no shows. NCTC reserves the right to cancel classes due to low enrollment or inclement weather.

## Accommodations:

If special accommodations are needed, please provide this request during registration.

## Registration Questions?

Call (218) 683-8649 or email [wds@northlandcollege.edu](mailto:wds@northlandcollege.edu)

# CLASS PREPARATION

Northland will provide individual sign-in rosters for each company and will be mailed out after the training session.

All class materials are provided including pen and notebook for in-person classes.

At the end of the class, a MSHA 5000-23 training record/certificate will be given to each student to bring back to their company to finalize and signed by the person listed in the Training Plan as responsible for health and safety training. Northland does NOT retain 5000-23 training certificates, only rosters. Annual Refresher Training students will also receive a wallet-size training card for convenience to the inspector. Pocket cards are not required and are not required to be kept on you.

These sessions will be interactive with group activities, hands on learning and audience discussion and feedback - participation is required under MSHA training regulations.

# TRAINING LOCATIONS

**NCTC-TRF**  
**Room #203 - Enter Door A**  
1101 Hwy One East  
Thief River Falls, MN 56701

**NCTC-EGF**  
**Room #250 - Enter Door F**  
2022 Central Ave. NE  
East Grand Forks, MN 56721

**NCTC-Roseau**  
**Lower Level-Trapper Room**  
121 Center St. E  
Roseau, MN 56751

**ATCC-Alexandria**  
**Room #210**  
**Customized Training Door**  
1601 Jefferson Street  
Alexandria, MN 56308

**Sauk Rapids Gov't Center**  
250 Summit Ave. N  
Sauk Rapids, Mn 56379

**Bemidji Eagles**  
1270 Neilson Ave. SE  
Bemidji, MN 56601

**Wadena VFW**  
213 1st St. SE  
Wadena, MN 56482

**Sabin Community Center**  
4 Main Street  
Sabin, MN 56580

**Online/ZOOM**  
ZOOM link sent one week before



# Registration Form *(make copy of blank form for future classes if needed)*

Company Name: \_\_\_\_\_ Billing Contact: \_\_\_\_\_ Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Class Date	Class Name	First Name	Last Name	Employee Address	Employee Email	Birthdate

**Method of Payment:**  
 Annual Refresher Training In-Person \$120/per person • Annual Refresher Training Online \$115/per person • New Miner Training \$220/per person

Check or cash enclosed *(make check payable to NCTC-WDS)*

Credit Card *(circle one)*: Visa Master Card Discover JCB

Card #: \_\_\_\_\_ Name on Card: \_\_\_\_\_ Exp. Date: \_\_\_\_\_ Security Code: \_\_\_\_\_

**Remit:** NCTC - Workforce Development Solutions / 2022 Central Ave. NE East Grand Forks, MN 56721 / P: (218) 683-8649 / F: (218) 683-8989 / E: [wds@northlandcollege.edu](mailto:wds@northlandcollege.edu)