



The student documentation form below is an example of the information you as an OSHA Outreach Trainer should be collecting from your students. This information should be kept in your files with the class documentation.

OUTREACH DOCUMENTATION FORM

This form to be completed by the trainee. Please print legibly, in ink and include all information.

Location: _____

Course Dates : Start Date: (mm/dd/yyyy) _____

End Date: (mm/dd/yyyy) _____

STUDENT NAME: _____

EMPLOYER/Co. Name: _____

BUSINESS Mailing Address: _____

City: _____ **STATE:** _____ **ZIP:** _____ -

SUPERVISOR CONTACT NAME: _____

WORK TELEPHONE: (_____) _____

FAX # (_____) _____

E-mail address: _____

Cell phone: (_____) _____

Outreach Trainer: _____

<p>Course Title: (Check One)</p> <p><input type="checkbox"/> 10 Hour Construction</p> <p><input type="checkbox"/> 30 Hour Construction</p> <p><input type="checkbox"/> 10 Hour General Industry</p> <p><input type="checkbox"/> 30 Hour General Industry</p> <p><input type="checkbox"/> 10 Hour Maritime _____</p> <p><input type="checkbox"/> 30 Hour Maritime _____</p>

HOME ADDRESS:

Mailing address: _____

City: _____

State _____ **ZIP:** _____ -

Home tele. #: _____

Outreach Student Signature: _____

Date: (mm/dd/yyyy) _____