



Department-Approved Course Requirements:
8-Hour Site Safety (License Requirement and SST)
REVISED 10/25

Course Required for:	Licensee Continuing Education Site Safety Training
Purpose:	This course is a renewal requirement for the holder of a NYC Department of Buildings Site Safety Manager or Site Safety Coordinator Certificate, or Construction Superintendent Certification in New York City. This course is also a required course that can help fulfill the requirement for an individual applying for a Site Safety Training Card.
Duration:	8 Hours of instructional time, excluding breaks and meals A single session may not exceed 9 1/2 hours, including breaks and meals. If two or more sessions are delivered the same day to the same student roster, a break must be scheduled between the sessions.
Class Size:	1 – 40 Trainees
NYC Requirement:	Per 1 RCNY 104-06 (b) (2, 11-12) For Construction Superintendent, Site Safety Coordinator, and Site Safety Manager: During the one (1) year immediately prior to renewal, the licensee must have successfully completed a Department-approved course that is at least eight (8) hours in length, covering the site safety provisions of Chapter 33 of the New York City Building Code and related rules and regulations, as well as relevant safety precautions and submit to DOB Licensing a certificate of completion. Per Local Law 196 of 2017: In order to continue to operate in the City of New York, the designated construction worker is required to complete a minimum number of hours of approved site safety training and to carry site safety identification cards as proof of completion of the training. This course provides eight hours towards the satisfaction of that requirement.
Delivery Requirements	This course contains: • Classroom Lecture/Discussion w A/V (Audio-Visual): oral presentation by an instructor to present information or teach students about a particular subject. • Handouts • In-class Written Assessment This course may be delivered: • In-Person: gathers participants in the same physical location at the same time. Provides face-to-face interaction with the opportunity for participants to share and discuss what they are learning. Allows Hands-On practical exercises. • Virtual Live: a shared online space where learners and trainers work together simultaneously. Usually, these interactions take place through a videoconferencing platform (ex. Zoom, Microsoft Teams). • Hybrid: a combination of In-Person and Virtual Live sessions. Although this course does not have a Hands-On component, the course provider may deliver the course as a combination of In-Person and Virtual Live sessions. This course may NOT be delivered: • On-Demand: self-paced and can be taken anytime and anywhere from a device with internet access. No live instructor needed. On-Demand is only acceptable for courses that are for SST only. It does not renew a certification for a Site Safety Manager, Site Safety Coordinator, or Construction Superintendent.

**Delivery Requirements:
(cont'd):**

Virtual Live training must comply with the following:

- The course must be approved by the Department.
- The provider must confirm the identification of the individual taking such training by adhering to the actively proctored online format requirements.
 - The provider must confirm the identification of the individual prior to providing secure access to the online training.
 - The individual must attest that they are the individual who received the online access and will complete the training without assistance. The online program must have secure access and monitor participation during the course of training to ensure that the individual receiving the training is present for the entirety of the training.
- The provider must ensure that participants have their web-cameras activated and are on-camera for the duration of class.

Facility Requirements:

Per 1 RCNY §105-03 (d) (4) Course Facilities:

The course facilities must:

- Have sufficient room to accommodate all expected attendees and the equipment needed to perform Hands-On exercises, where required as part of the course.
- Make provisions for the presentation of training material in all media types (computer, projector, video/ DVD player, etc.) and
- Comply with all applicable laws, rules, and regulations relating to occupancy, zoning, egress, fire detection, fire suppression, light, ventilation, cleanliness, sanitary facilities, emergency notification, and evacuation procedures.

Training may be held at construction sites, provided the above requirements are met.

Instructor Requirements:

Per 1 RCNY §105-03 (e) Course Instructors:

Course providers must require that course instructor(s):

- Demonstrate that they are credentialed or trained in instructional methods and learning processes.
- Successfully demonstrate their ability to solve or resolve problems relating to the subject matter by possession of a recognized degree, certificate, licensure, or professional standing, or by extensive knowledge, training, and experience in the subject matter being taught.
- To the extent that the course instructor(s) holds, or has held, a trade license issued by the Department, it must be in good standing and not be surrendered to, suspended by, or revoked by the Department.
- Comply with all applicable Federal, State, and local laws, rules, and regulations.
- Be in compliance with the Department's Industry Code of Conduct.

In addition, course providers must require that course instructors:

- Have 10 years of documented experience in the field of Construction Safety or Management, OR possess a valid Site Safety Manager Certification.

Instructor Requirements: (cont'd)	Per 1 RCNY §105-03 (h) Site Safety Training (SST) Course Instructors: For the purposes of providing training in accordance with section 3321.1 of the Building Code and this section 105-03, a Site Safety Training (SST) provider, as defined in item 1 of the definition of “Site Safety Training (SST) Provider” in section 202 of the Building Code, means a course instructor as used in this section 105-03. In addition to the foregoing requirements for course instructors, an SST course instructor must meet one of the following requirements: (1) has successfully completed all applicable OSHA or Department requirements for conducting OSHA 10-hour classes and OSHA 30-hour classes and is authorized to conduct such classes, except that such course instructor is not required to possess a degree, certificate, licensure, or demonstrate any professional standing as required by subdivision (e), beyond what is required in this paragraph; (2) is providing training through a 100-hour training program; or (3) is approved by the Department to conduct a 40-hour Site Safety Manager training course in accordance with Article 402 of Chapter 4 of the Administrative Code
Course Requirements:	Each section of the Course Content Requirements must be covered using its designated Instructional Delivery Method. The time dedicated to each outline topic should be appropriate for the course content and can vary depending on the trade or job performed by the licensee. The Instructional Materials used in this course must contain all current applicable NYC Construction Code references, current rules, policies, and bulletins. All statistics referenced should reflect the latest publicly available statistics. The selection of Case Studies should prioritize incidents in NYC since the prior renewal period and contain relevant and illustrative photos where available. Refresher or Renewal Courses should focus on the updates since the prior renewal period.

Course Content Requirements

1. Introduction to Site Safety Management
 - Site Safety Training and requirements for SST Cards
 - Site Safety Manager and Coordinator description
 - Construction Superintendent description
 - Concrete Safety Manager description
 - Fire Safety Manager description
2. Construction Site Incidents
 - Notification protocol
 - Chapter 33
 - Local Law 78 of 2017
 - Common causes and prevention of incident statistics
 - Case studies with photos
3. Job Site Supervision and Safety Oversight
4. NYC Site Safety Manager Certification Requirements
 - Building and construction sites that require a Site Safety Manager, Coordinator, or Construction Superintendent
 - Steps to get or renew a Certificate
 - Discipline/suspension/revocation of a Certification
5. OSHA 1926 Overview
 - Safety and Health Regulations for Construction
 - Focus on the Four Hazards from the 10 Hour OSHA Course
 - All applicable subparts
6. NYC Code Review – All applicable:
 - Department policy statements
 - Regulatory notices
 - Bulletins and memos, including:
 - Title 1 Rules of the City of New York - Chapter 100 and Chapter 3300 Safeguards During Construction or Demolition
 - NYC Fire Code '22 - Chapter 33 Fire Safety during Construction, Alteration and Demolition, NYC Department of Transportation - Regulations and Permits
 - Building Code '68 - All applicable sections still in effect
 - Chapter 1 Administration - Permits, Maintenance, Enforcement, and Licensing
 - Chapter 33 Safeguards during Construction or Demolition
 - Chapter 35 Reference Standards
 - Construction Codes '22- General Administrative Provisions
 - Building Code '14 – All applicable sections, including updates from Building Code 2022.
 - Update Pages/Local Laws promulgated after January 1, 2015
 - Local Law 81, 78, 196, etc. of 2017
 - Local Laws 147 and 149 of 2021
7. NYC Department of Buildings – All applicable:
 - Administrative standard operating procedures
 - Policy and procedure notices
 - Permits/department notifications
 - Job forms, filing, notifications, and site documents via BIS and/or DOBNOW
 - Plans
 - Inspection checklists/logs
 - Wind and weather advisories
8. Site Safety Plan Requirements
9. Jobsite Safety Violations
10. Safe Use of Tools on the Jobsite

Instruction Delivery Method

- Classroom Lecture/Discussion w A/V
- Classroom Lecture/Discussion w A/V
- Classroom Lecture/Discussion w A/V
- Classroom Lecture/Discussion w A/V
- Classroom Lecture/Discussion w A/V
- Classroom Lecture/Discussion with A/V
- Classroom Lecture/Discussion w A/V
- Classroom Lecture/Discussion w A/V
- Classroom Lecture/Discussion w A/V
- Classroom Lecture/Discussion w A/V

Course Content Requirements

- 11. Safety Protocols for Concrete, Standpipe Inspection, Supported/Suspended Scaffolds and Sheds, Cranes and Derricks
 - Recurring jobsite safety problems
- 12. Jobsite Emergency Situations and Preparedness Procedures
- 13. Handouts
 - [NYC Buildings Unsafe Condition \(311\) Notification Procedure](#)
 - [NYC/DOI Buildings Integrity Training Contact Information Sheet](#)
- 14. Written (Multiple Choice) Assessment

Instruction Delivery Method

- Classroom Lecture/Discussion w A/V
- Classroom Lecture/Discussion w A/V
- Provide Copy to Trainee & Discuss
- Classroom