



## Continuing Education Instructor Instructions

The Office of Miners' Health, Safety and Training has changed the dates of future modules to run from January 1 through December 31. We hope these date changes will simplify continuing education requirements. West Virginia law still remains, mine foreman shall receive eight hours of training every two years.

**I.E., this new module will be January 1st, 2026, through December 31st, 2027.**

1. Instructors should review class material prior to teaching their class and have printable material/handouts printed ahead of time. Familiarize yourself with the class and it will make the class easier to cover and navigate through material.
2. All material must be covered in 8 hr. class. If any material is optional, such as the Fatal gram activity, it will be stated.
3. Printable hand out material is located in the folder you are currently in with these instructions. Title 36, generic ERP, and fatal gram activity instructions as well as the fatal gram presentation for the activity.
4. Reminder that when going over any presentation in this course that may have a plan that you can replace with your actual mine plans then it may be used in place of generic plan in the program. i.e., **ERP plan.**
5. In the fatality and accident PowerPoint presentation the "Best Practices" should be used as guides for foreman to educate miners that work with them.
6. In the "New Laws" PowerPoint presentation foreman are reminded of law changes by summarizing any changes that have been made in our mine laws since the last continuing education course.

## Contents of Program

This is the program contents in a suggested order. Following this order is not mandatory.

1. "Must Read First" folder.
2. "Cont. Ed 2024 & 2025 Fatal's" presentation.
3. "Accident 2023-2024" presentation.
4. "Substance Abuse" presentation.
5. "New Laws" presentation.
6. "Examinations Presentation"
7. "Responsible Person"
8. "First Aid".
9. "Anemometer Exercise"
10. "Proximity Review"
11. "Methane Review"
12. "Silica Review"
13. "Lock Out/Tag Out Information"