

## Introduction

The pre-course work for **Unit 1** consists of reading and answering some questions. Internet access is required for some of the reading and all of the questions. The time required for all three lessons is approximately 3.5 hours.

The leadership unit consists of three lessons:

1. **Leadership;**
2. **Safety;**
3. **Decision-Making.**

**Leadership** requires internet access and takes about 1 hour to complete. Upon completion of the **Leadership** unit, the participant will be able to:

1. Describe the difference between Management and Leadership; and,
2. Explain the contents of selected leadership web sites.

**Safety** does not require internet access and takes about 1 hour to complete. Upon completion of the **Safety** unit, the participant will be able to:

1. Recognize the difference between regulations, policy, directives and guidelines and where agency directives relating to safety come from;
2. Explain OSHA's involvement with the Agency. How, when and why will we have an OSHA inspection of investigation?; and,
3. Explain Reason's Swiss Cheese model.

**Decision-Making** requires internet access and takes about 1.5 hours to complete. Upon completion of the **Decision-Making** unit, the participant will be able to:

1. Identify the process of decision-making;
2. Access additional resources to develop a personal decision-making regimen; and,
3. Determine how the decision process can be applied.