



## Product Order Form

CTJ Safety Associates, 113 Cambay Court, Cary, NC 27513  
919-466-7506 • [www.ctjsafety.com](http://www.ctjsafety.com)

### ■ *OSHA Injury and Illness Recordkeeping Index*

A keyword index of terms used in 1904 – the OSHA injury and illness recordkeeping standard. Click on a term or keyword and all of OSHA's interpretations on this subject from the standard, the preamble, the Frequently Asked Questions, the CPL, and oral and email interpretations that CTJ has received from Federal OSHA will appear. You will receive an initial CD ROM, an updated CD at 6 months, and email interpretations between those periods. Please see our Web site for a sample of this Index.

**PRICE: \$149**

### ■ *OSHA Requirements Checklist Manual*

This manual contains checklists for standards that require:

- Training in 1910
- Inspections in 1910
- Written Policies in 1910
- Medical Surveillance in 1910
- Records in 1926
- Records Implied in 1926
- Training in 1926
- Inspections in 1926
- Posting and Labeling in 1910
- Records in 1910
- Records Implied in 1910
- Competent Persons in 1910 and 1926

**PRICE: \$75 per year**

Provided on CD or via email. Updated annually.

### ■ *Compliance Audit Procedures*

33 protocols with a step-by-step method to audit compliance with OSHA requirements. What documents to examine, what interviews to conduct, what to look for. 50 pages.

**PRICE: \$49** Provided on CD or via email.

### ■ *Guide to Machine Guarding of Machine Shop and Maintenance Shop Machines*

This guide provides pictures and sketches on how to safeguard and meet OSHA's requirements for typical machinery found in a maintenance or machine shop. The manual includes machines such as drill presses, hydraulic presses, lathes, shears, roll formers, press brakes, woodworking machines and grinders. 75 pages.

**PRICE: \$79**

## ■ ***Guide to OSHA Recordkeeping***

This guide includes CTJ's OSHA Recordkeeping Interpretative Review –a copy of the new OSHA Recordkeeping Standard plus interpretations from the standard's preamble, the CPL, the FAQ's and emails that we have received from Federal OSHA. It also includes the new forms, exercises, flow charts and a comparison chart of the old versus the new standard. 100 pages.

**PRICE: \$45** Provided on CD or via email.

## ■ ***Managing Safety and Health Systems: The CTJ System***

CTJ Safety Associates, LLC, has installed a Facility Safety and Health Management System in over 700 plants in North and South America and Europe during the past 24 years. Our two-volume set will guide you if you choose to install this system yourself. Volume I is the safety and health manager's manual. Volume II includes eight manuals for each of the task groups that make up the system including:

- Promoting Safety and Health
- Rules and Procedures
- Inspections and Audits
- Housekeeping
- Fire and Emergency
- Education and Training
- Health and Environment
- Incident Investigation

**PRICE: \$79** Provided on CD or via email.

## ■ ***Written Fill-In-The-Blank Safety and Health Policies for Medical Clinics***

Medical clinics and similar facilities are required to comply with OSHA's standards. That means there are a number of written policies that must be developed and implemented. We've done most of the work for you by developing the fill-in-the-blank policies that you will need. These policies include:

- Access to Exposure and Medical Records
- Bloodborne Pathogens
- Chemical Hygiene Plan
- Electrical Safety
- Emergency Evacuation and Actions
- Fire Prevention
- Hazard Communication
- Personal Protective Equipment
- Compressed Gas Handling and Use

**PRICE: \$79**

These policies may also be purchased individually. Contact CTJ for individual policy prices. Provided on CD or via email.

## **Written Fill-In-The-Blank Safety and Health Policies for Any Employer**

Similar to the Medical Clinic policies but geared for all industry, the following policies are available in Microsoft™ Word for **\$15 per policy for those 10 pages or less, and for \$25 per policy for those of more than 10 pages.**

### **Subjects:**

- Bloodborne Pathogens (21 pages)—\$25
- Emergency Action Plan (7 pages)—\$15
- Fire Prevention Plan (7 pages)—\$15
- Hazard Communication (25 pages)—\$25
- Lockout/Tagout Program (13 pages)—\$25
- Access to Exposure and Medical Records (5 pages)—\$15
- Hearing Conservation Program (6 pages)—\$15
- Medical Services and First Aid (2 pages)—\$15
- Personal Protective Equipment (11 pages)—\$25
- Respiratory Protection (35 pages)—\$25
- Electrical Safety-Related Work Practices (18 pages)—\$25
- Fall Protection Program(32 pages)—\$25
- Confined Space Entry Program (27 pages)—\$25
- Fire Brigades (2 pages)—\$15
- Hot Work Permits (2 pages)—\$15
- Ground Fault/Assured Equipment Grounding (2 pages)—\$15
- Electrical Hazardous Locations (9 pages)—\$15
- Emergency Response (22 pages)—\$25
- Process Safety Management (35 pages)—\$25
- Electric Power Generation, Trans., and Dist. (49 pages)—\$25
- Powered Industrial Truck Operator Training (9 pages)—\$15
- Welding and Cutting Procedures (11 pages)—\$25
- Compressed Gas Cylinder Handling and Storage (2 pages)—\$15
- Work Alone Policy (2 pages)—\$15
- Personal Conduct and Personal Safety Responsibility (3 pages)—\$15
- High Pressure Washers (4 pages)—\$15
- Hand Tools and Equipment (4 pages)—\$15
- Injury and Illness Recordkeeping (2 pages)—\$15
- Laboratories Chemical Hygiene (19 pages)—\$25
- Air Contaminants (6 pages)—\$15
- Cotton Dust (42 pages)—\$25

Provided on CD or via email.

## **Techniques for Hazard Recognition PowerPoint**

This PowerPoint has word slides to discuss the various techniques for hazard recognition and pictures to practice those techniques. The “Notes” section provides guidance for the instructor. This PowerPoint can be customized by adding your own pictures.

**PRICE: \$79** Provided on CD.

# CTJ Order Form

Please send:		
Qty		Total
<input type="checkbox"/> OSHA Injury and Illness Recordkeeping Index @ \$149		
<input type="checkbox"/> OSHA Requirements Checklist Manual @ \$75		
<input type="checkbox"/> Compliance Audit Procedures @ \$49		
<input type="checkbox"/> Guide to Machine Guarding of Machine Shop and Maintenance Shop Machines @ \$79		
<input type="checkbox"/> Guide to OSHA Recordkeeping @ \$45		
<input type="checkbox"/> Managing Safety and Health Systems @ \$79		
<input type="checkbox"/> Written Policies for Medical Clinics @ \$79		
<input type="checkbox"/> Written Policies for All Other Employers @ <b>Please select titles from list below</b>		
<input type="checkbox"/> Techniques for Hazard Recognition PowerPoint @ \$79		
<b>Please include 6.75% NC sales tax plus \$9.00 shipping and handling.</b>	<b>Subtotal</b>	
	Sales Tax (6.75%)	
	Shipping and Handling	
	<b>TOTAL</b>	

Name \_\_\_\_\_ Company \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Email \_\_\_\_\_ Phone \_\_\_\_\_

**Mail this form with payment to:**

**CTJ Safety Associates**  
**113 Cambay Court**  
**Cary, NC 27513-1713**

**Shipping and handling is \$9.00, and sales tax is 6.75%.**  
**Multiple orders can be sent on one CD.**

**Written Fill-In-The-Blank Safety and Health Policies for Any Employer**

**Select Subjects:**

- |   |   |
|---|---|
| <input type="checkbox"/> Bloodborne Pathogens—\$25<br><input type="checkbox"/> Emergency Action Plan—\$15<br><input type="checkbox"/> Fire Prevention Plan—\$15<br><input type="checkbox"/> Hazard Communication—\$25<br><input type="checkbox"/> Lockout/Tagout Program—\$25<br><input type="checkbox"/> Access to Exposure and Medical Records—\$15<br><input type="checkbox"/> Hearing Conservation Program —\$15<br><input type="checkbox"/> Medical Services and First Aid —\$15<br><input type="checkbox"/> Personal Protective Equipment —\$25<br><input type="checkbox"/> Respiratory Protection—\$25<br><input type="checkbox"/> Electrical Safety-Related Work Practices—\$25<br><input type="checkbox"/> Fall Protection Program—\$25<br><input type="checkbox"/> Confined Space Entry Program—\$25<br><input type="checkbox"/> Fire Brigades—\$15<br><input type="checkbox"/> Hot Work Permits—\$15<br><input type="checkbox"/> Ground Fault/Assured Equipment Grounding—\$15<br><input type="checkbox"/> Electrical Hazardous Locations—\$15<br><input type="checkbox"/> Emergency Response—\$25 | <input type="checkbox"/> Process Safety Management—\$25<br><input type="checkbox"/> Electric Power Generation, Trans., and Dist.—\$25<br><input type="checkbox"/> Powered Industrial Truck Operator Training—\$15<br><input type="checkbox"/> Welding and Cutting Procedures—\$25<br><input type="checkbox"/> Compressed Gas Cylinder Handling and Storage—\$15<br><input type="checkbox"/> Work Alone Policy—\$15<br><input type="checkbox"/> Personal Conduct and Personal Safety Responsibility —\$15<br><input type="checkbox"/> High Pressure Washers—\$15<br><input type="checkbox"/> Hand Tools and Equipment—\$15<br><input type="checkbox"/> Injury and Illness Recordkeeping—\$15<br><input type="checkbox"/> Laboratories Chemical Hygiene—\$25<br><input type="checkbox"/> Air Contaminants—\$15<br><input type="checkbox"/> Cotton Dust—\$25 |
|---|---|