| TIME | DAY ONE | DAY TWO | DAY THREE |
| --- | --- | --- | --- |
| 8:15 – 9:15 | Introductions/Housekeeping  *(Safety Moment optional)*  VPP History  SGE History & New SGE Requirements | Class Review of yesterday  *(Safety Moment optional)*  Mgmt Leadership & Employee Involvement | Class Review of yesterday  *(Safety Moment optional)*  Report Writing (cont) |
| Break | Break | Break | Break |
| 9:30-10:30 | Overview of FRN  Overview of VPP Policies & Procedures Manual  Trivia Game  *(Stretch/Flex optional)* | Mgmt Leadership & Employee Involvement    Exercise  Worksite Analysis  *(Stretch/Flex optional)* | Decisions, Decisions  Exercise  Home Stretch  *(Stretch/Flex optional)* |
| Break | Break | Break | Break |
| 10:45-11:45 | Ways to Participate  Programs in VPP | Worksite Analysis  Exercise | Group Recommendation  Exercise  Post Test |
| Lunch | Lunch | Lunch | Lunch |
| 1:00-2:00 | Application Eligibility Requirements  Exercise | Hazard Prevention & Control  Exercise | Closing Comments  Swear in of new SGEs |
| Break | Break | Break | End |
| 2:15-3:15pm | Types of Onsites  *- Initial Approvals*  *- Re-evaluations*  Onsite Procedures | Safety Health Training  Exercise  (SGE Panel Q & A) |  |
| Break | Break | Break |  |
| 3:30- 4:30 | Evaluation Techniques  -*Walkthrough*  *-Document Review*  *-Interviews*  Interview Exercise | Unusual Circumstances & Report Writing  Exercise |  |
| Break | Break | Break |  |
| 4:45-5:00 | Closing Evaluation | Closing Evaluation |  |