

Command Spanish[®] Program Data Sheet for *Spanish for the Safety Supervisors*

Materials Description and Content: *Spanish for Safety Supervisors (Safety)* is published by Command Spanish[®], Inc. and consists of a 134-page “perfect bound” manual with 2 accompanying audio CDs. In addition to a special section devoted to pronunciation, *Safety* contains the following work-specific language sections: Greetings and Goodbyes; Etiquette and Social Niceties; Communication Strategies; Introductions and Self-Identifications; Holiday Greetings; Numbers; Complimenting Employees. Specific to safety supervision the manual contains training and inquiry statements about the following situations: Personal Protective Equipment; Tool Use; Fire Hazards; Hearing and Back Safety; Scaffolding and Ladders; Electrical; Forklift Operations; LOTO; Confined Space Working Conditions; Explosives; and language for Safety Committees, Medical Emergencies and Emergency Preparation. *Safety* also contains the following appendices: Spanish Alphabet; Colors and Physical Descriptors; Announcing Dates and Times; Chemicals; Signs; Metric Equivalents; and a General Glossary.

Program Description: This program is intended for non-Spanish-speaking persons who work with Spanish-speaking employees and are responsible for the health and safety of employees. **No prior knowledge of Spanish is necessary.**

Goal: To prepare non-Spanish-speaking safety supervisors to use Spanish language skills to enhance their ability to communicate safety rules and safe working situations to Spanish-speaking employees..

Objectives: Upon completion, participants will be able to use Spanish to do any or all of the following: Introduce oneself and others; Communicate safety rules to Spanish-speaking workers; Provide basic information regarding work safety and OSHA compliance; Discuss hazardous situations; Train about personal protective equipment; Explain the use and misuse of tools; Instruct about forklift, scaffolding, electrical, and explosive operations; Give instructions on medical emergencies; Describe emergency preparations and evacuation procedures.

Methods of Instruction: Modeling, intensive drill, choral response, alpha-beta line, learning pairs and triads, Total Physical Response, role-playing, simulations, and situation cards.

Cross-Cultural Component: Optional 1 – 3 hours based on *Spanish-Speakers and You*. Cross-cultural issues may also be addressed using the program *Spanish-speakers in the Workplace* (8 hours)

Intended Audience: This program is intended for any supervisor at worksites where physical work is being done, and whose responsibility is in safety, training, and/or emergency management.

Length of Instruction: 8 to 30 hours, depending on client's needs and interests.

Special Considerations: More general Spanish-language workplace training is available for: Industry, Manufacturing, and Warehousing; Custodial Staff; Hospitality (hotels, motels, and/or restaurants); and Nurseries, Landscaping and Groundskeeping.