

## Accessing and Taking the OSHA 10 Hour and OSHA 30 Hour Online Courses

The Joint Industry Board has a vendor to provide online training for members to comply with OSHA Construction Safety Training. The Safety Dept sends training expiration reminder emails and letters to members to the address on record. However, members should be aware of personal safety training expirations.

1. **Please read through this document in its entirety before starting the course.** If you click the link immediately, this window will close and you will not be able to see the remainder of the instructions. Generating a printed copy of this document so that you can refer to it after you have started the course is also advisable.
2. Go to the Joint Industry Board Learning Management System (LMS) website by clicking on the following link or by typing it into your web browsers address bar <http://www.jiblearning.org>.
3. Enter your Log In Code and password and click submit. If prompted to do so change your password and continue on to your home page by clicking on the word Dashboard in the upper right hand corner of the screen to access the course.
4. Click on the IDP page and see OSHA training listed. Next, click on Find Training. Next, click on Launch or Resume. This opens the ClickSafety website and access to the training.
5. Important reminders:
  - A. **You have six (6) months to complete the course and the MANDATORY evaluation at the end of the course. Failure to do so will result in you having to retake the course to get your DOL OSHA card.**
  - B. If you need to step away from your computer for more than fifteen (15) minutes please click on the “quit” button to log out and save your progress.

**If you have any questions, please call the Safety Department at 718-820-4144 or email at [LMShelp@jibei.com](mailto:LMShelp@jibei.com).**