



Part I – ENTRY REQUIREMENTS

2014 Mine Health and Safety Training Materials Competition

Training Resources Applied to Mining (TRAM) Seminar
October 14-16, 2014

Deadline for Receipt of Entries: Monday, September 15, 2014

LATE/INCOMPLETE ENTRIES MAY BE DISQUALIFIED. SUBMITTED ENTRIES ARE NOT RETURNED.

PLEASE NOTE

Your entry must include a copy in electronic format (CD/DVD/flash drive). This will enable TRAM attendees to view your entry on a computer set up specifically for this purpose during the Seminar.

Awards will be presented to the competition winners during the TRAM Opening Ceremony. At the conclusion of the awards presentation, the Grand Prize winner will be asked to present a 15-minute synopsis of his/her winning entry, highlighting how the material is intended to be used.

The winning entry in each category will be copied to discs and distributed to all TRAM attendees following the presentation on awards.

I. WHO CAN ENTER?

The competition is open to all sources of mining-related training materials.

II. WHAT TYPES OF MATERIAL ARE ELIGIBLE?

Original health and safety training materials that you have developed or revised since the 2013 TRAM Seminar are eligible. Entries cannot include the use of copyrighted materials, and you must be willing to share your entry with the mining community. Materials should address pertinent training requirements outlined in Title 30 of the Code of Federal Regulations (30 CFR) Parts 1-199, including Part 75 – Subpart P – Mine Emergencies.

III. PROCEDURES

A. Select **one** of the following competition categories* per entry.)

1. Video (Ex.: Video, Video with Sound, etc.)
2. Printed Material (Ex.: Safety Talk, PowerPoint, etc.)
3. Mixed Media (Ex.: Video with Printed Material, Simulator, etc.)

**Material that does not clearly fit into Category #1 or #2 will be placed in Category #3.*

B. Each entrant **must do/provide** the following:

1. Package and submit your entry to safely arrive at the National Mine Health and Safety Academy by the submittal deadline of **Monday, September 15, 2014. (See #VII for mailing address.) Be sure to include an electronic copy of your materials (CD/DVD/flash drive).**

We reserve the right to disqualify late and/or incomplete entries.

2. You may submit multiple entries in one or more categories.
3. **A completed Entry Submittal Document (Part II, attached) must accompany each entry.** Be sure to include a copy of your materials in electronic format. *NOTE: Do not expect the Judging Team to assume any of the information requested in Part II.*

IV. HOW WILL ENTRIES BE EVALUATED?

- A. A team of judges will assemble to evaluate each entry.
- B. The judges will perform a critical evaluation of **two crucial elements required of each entry:**

1. **Element #1: Part II - Entry Submittal Document**

- Is the required Entry Submittal Document complete?
- Does the information provided “fit” the training materials submitted?

2. **Element #2: The Training Material**

- a. From a **Trainer’s perspective** (i.e., someone utilizing the material)

- Is the training material user-friendly?
- Is it legible/easily understood?
- Is the material well-organized?
- Are all elements of the material readily accessible?
- Is the content current?
- Is the material technically accurate?
- Is the material relevant to the stated objective?
- Is the material relevant to the stated target audience(s)?
- As a trainer, would I use this material?
- Would I recommend this material to other trainers?

- b-1. From a **Trainee’s perspective** (i.e., individual receiving the training)

- Are the images/handouts clear, legible, and easily understood?
- Is the sound (if used) clear and easily understood?
- Are animations (if used) relevant and easily understood?
- Will what I’m experiencing in this training session make me a safer/better-prepared miner/worker?
- Will this training result in a safer, work environment for me and my co-workers?
- Does this material make me more aware of the hazards associated with my job, and appropriate hazard controls?
- Would I recommend this training to my co-workers/friends?
- Did this training trigger a behavior-altering response from me?

- b-2. From the **Operator’s perspective** (i.e., group receiving **Emergency Response Training**)

- Are the images/handouts clear, legible, and easily understood?
- Is the sound (if used) clear and easily understood?
- Are animations (if used) relevant and easily understood?
- Will what is presented in this training session better prepare my mine to respond to a mine emergency?

- Does the training material address all of the emergency response training elements found in Part 75 – Subpart P – Mine Emergencies?
- Will this training help to improve the competence and confidence level of all my mine management personnel who may be required to respond to a mine emergency?
- Does this training adequately highlight the serious and deadly nature of a mine emergency so as to positively impact the safety culture at my mine operation?
- Would I recommend this training to other operators?

V. WHAT BECOMES OF MY SUBMITTED TRAINING MATERIALS?

I understand that training materials submitted for the 2014 Mine Health and Safety Training Materials Competition will not be returned. The Mine Safety and Health Administration (MSHA) has my permission to use, duplicate, and/or distribute these submitted materials. Competition entries will be on display in the Academy Library throughout the TRAM Seminar.

VI. WHAT HAPPENS IF I WIN?

Winners of the Training Materials Competition are determined by the judges' evaluation prior to the beginning of the TRAM Seminar. All winners will be announced and presented with awards during the Opening Ceremony on Tuesday, October 14, 2014. Each participant will receive a Certificate of Appreciation. The winners in each category will also receive a plaque. A Grand Prize traveling trophy is presented to the contestant whose entry is judged to be the best overall. Wall plaques at the National Mine Health and Safety Academy are updated annually with name plates of the winners in each category. Also, list of the winners will appear in the Holmes Safety Bulletin.

At the conclusion of the awards presentation, the Grand Prize winner will be asked to present a 15-minute synopsis of his/her winning entry, highlighting how the material is intended to be used.

VII. HOW DO I SUBMIT MY ENTRY (ENTRIES)?

You may submit more than one entry. Each entry must include a **completed Part II Entry Submittal Document**, meet all of these requirements, and arrive at the following address by close of business on **September 15, 2014**:

Kevin Malay
National Mine Health and Safety Academy
1301 Airport Road
Beaver, West Virginia 25813-9426

***WE RESERVE THE RIGHT TO DISQUALIFY LATE AND/OR INCOMPLETE ENTRIES.
SUBMITTED ENTRIES WILL NOT BE RETURNED.***

Part II – ENTRY SUBMITTAL DOCUMENT

REQUIRED

THIS COMPLETED DOCUMENT MUST BE SUBMITTED WITH EACH ENTRY.

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1. ENTRANT'S INFORMATION

Name of Business _____

Address _____

Check Box if State Grant Funded

Contact Person

Name _____

Position _____

Phone _____

E-mail _____

2. TITLE OF ENTRY _____

3. OFFICIAL ENTRY CATEGORY Check only one category for each entry:

Video

Printed Material

Mixed Media

NOTE: Entries that do not clearly fit the Video or Printed Material categories will fall under the Mixed Media category. Selecting more than one option above could result in disqualification.

4. TARGET AUDIENCE(S)

Check all that apply:

New Miner

Annual Retraining

Hazard Training

Task Training

Public

Other _____

OR...

Mine Emergency Training

(Please see other side.)

5. What teaching methods, facilities, hardware, props, etc., do you recommend to present/deliver your training materials?

6. What is the specific intended objective / purpose for your training materials, i.e., what do you expect trainees to gain?

7. Provide detailed instructions for opening, accessing, navigating, displaying all elements of your training materials.

8. PLEASE READ AND SIGN THE FOLLOWING STATEMENT:

I, _____, certify that the entry I am submitting for the 2014 Mine Health and Safety Training Materials Competition is my own original work. I certify that no copyrighted material has been used in this entry; any other material incorporated into the final product is either in the public domain, or permission has been obtained for its use. I authorize the Mine Safety and Health Administration (MSHA) to display my training materials for public viewing throughout the Training Resources Applied to Mining (TRAM) Seminar.

I understand that my submitted materials for the Training Materials Competition will not be returned. MSHA has my permission to use, duplicate, and/or distribute the submitted materials.

Name (Printed) _____

Signature _____

Name of Business _____

Date _____