

Virtual (Zoom Platform)
February 24-25, 2026

Start Time (Daily)	11 AM PT	12 PM MT	1 PM CT	2 PM ET
End Time (Daily)	3 PM PT	4 PM MT	5 PM CT	6 PM ET

This Lead Instructor Refresher Training course agenda is covered in **two days** with short breaks.
 You must be present for the entire course to receive your Lead Instructor certificate.
 Late arrival and/or early departure will prevent issuance of certificate.

AGENDA – DAY 1
Attendance
Welcome and Introductions
Preface: Introduction to Course
Part 1: Overall Objectives, Chapter Overview, and Learning Objectives for Chapters 1-4
15 MINUTE BREAK
Part 2: Chapter 5 and Changes to Appendix 3 E.G. Food Company
Part 3: Chapters 6 (Hazard Identification + Group Exercise)
ADJOURN

AGENDA - DAY 2
Attendance/Questions from Day 1
Part 3: Chapters 6 (Hazard Evaluation) and 7
15 MINUTE BREAK
Part 4: Chapters 8-12
Part 5: Chapters 13 -16
15 MINUTE BREAK
Part 6: Appendices
Part 7: Course Administration
Wrap Up and Next Steps
Questions
ADJOURN