

ODFW Guidelines For Safety Training

Attachment B

OSHA Training Requirements at a Glance

OSHA General Industry Training Requirements (29 CFR Parts 1904 and 1910)

Category: Injury and Illness Recordkeeping – Employee Involvement (437-001-0760)

Who: Employers must inform each employee of how to report an injury or illness.

When: When initially hired.

Recordkeeping: Must be recorded on New Employee Training Form

Category: Emergency Action Plans (437-002-0042)

Who: All employees who might need to evacuate the facility in an emergency must be trained.

When: When initially hired, when the employee's responsibilities under the plan change, and when the plan is changed.

Recordkeeping: Written plan must be kept in the workplace.

Category: Fire Prevention Plans (437-002-0043)

Who: All employees who are exposed to fire hazards.

When: When initially hired.

Recordkeeping: Written plan must be kept in the workplace.

Category: Powered Platforms (1910.66)

Who: Employees who operate powered platforms.

When: When initially hired.

Recordkeeping: Employers must keep a training certificate including the employee's name, the signature of the employer or trainer, and the date of the training. Training records must be kept for the duration of employment. Retraining should occur if a new vehicle is purchased or employee shows that retraining is needed.

Category: Occupational Noise Exposure (1910.95)

Who: Train all employees who are exposed to noise at or above an 8-hour time-weighted average of 85 decibels.

When: Initial training should precede exposure to noise level, and be repeated annually.

Recordkeeping: Training roster and program details for the location will be kept on location.

Category: Flammable and Combustible Liquids (1910.106)

Who: Storage tank station operators and emergency responders for storage tanks in flood-prone areas.

When: Employees must be trained prior to taking part in actual emergency operations.

Recordkeeping: Internal safety roster sheets showing that this training has taken place.

Category: Explosives and Blasting Agents (1910.109)

Who: Motor vehicle operators responsible for transporting explosives.

When: Prior to transporting any quantity of explosives.

Recordkeeping: Drivers must have a valid motor vehicle operator's license. Drivers should be trained in the type of materials being transported and how they are transported. Safety roster should be generated by training and kept on site.

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Category: Storage and Handling of Liquefied Petroleum Gases (1910.110)

Who: Personnel who install, remove, operate, and maintain Liquefied Petroleum Gas systems, and personnel performing a standard watch service for an area that includes an LP-Gas installation.

When: Prior to or at the time of initial assignment.

Recordkeeping: Training should be documented and kept at employee work site.

Category: Hazardous Waste Operations and Emergency Response – HAZWOPER (1910.120)

- Who:**
1. Employees who work at a hazardous waste site and those who are managers or supervisors at a hazardous waste site require training under the standard's paragraph (e).
 2. Employees who work at a Treatment, Storage, and Disposal (TSD) facility require training under the standard's paragraph (p).
 3. Any employees designated to participate in emergency response to hazardous substance releases require training under the standard's paragraph (q). 24 hour initial course and 8 hours each year after.

When: OSHA specifies training time requirements for all of the various duties involved.

1. Employees working at a hazardous waste site must be trained before they participate in field activities and annually thereafter (paragraph (e)).
2. Employees working at a TSD facility must be trained upon initial assignment and annually thereafter (paragraph (p)).
3. Any employees designated to participate in emergency response to hazardous substance releases must be trained prior to taking part in actual emergency operations, and must receive annual refresher training (paragraph (q)).

Recordkeeping: Training certification is required under paragraph (e), general training; paragraph (p), certain operations conducted under RCRA; and paragraph (q), emergency response to hazardous substance releases.

Category: Personal Protective Equipment (1910.132)

Who: Each employee required to use personal protective equipment.

When: Before being allowed to do work requiring PPE; retraining as necessary.

Recordkeeping: Certificate with employee name, date, and subject of training.

Category: Respiratory Protection (1910.134)

Who: All workers who use or have the potential to use a respirator, must be trained in the proper use and the limitations of respirators.

When: Training must precede the use of a respirator. Retraining is required to be conducted annually, and whenever necessary to ensure safe use.

Recordkeeping: Roster showing completion of going through 1910.134. The employer is required to maintain records of employee medical evaluations and fit testing results.

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Category: Specifications for Accident Prevention Signs and Tags (1910.145)

Who: All employees who may be exposed to areas where warning signs or tags are utilized to communicate hazards.

When: Prior to or at the time of initial assignment to areas where accident prevention signs and tags are used.

Recordkeeping: No specific training documentation is required.

Category: Permit-required Confined Spaces (1910.146)

Who: Persons designated as having active roles in entry operations.

When: Employers must train affected employees before initial assignment, before a change in duties, whenever there is a change in permit space operations that presents a hazard about which an employee has not previously been trained, or whenever the employer has reason to believe either that there are deviations from the permit space entry procedures required or that the employee's knowledge of these procedures is inadequate. Employee rescue service personnel must make practice rescues at least once every 12 months.

Recordkeeping: Affected supervisors must fill out and sign the permit required for confined space operations, verifying that all appropriate precautions have been taken. Canceled entry permits must be retained for at least one year. Training rosters must include each employee's name, the signatures or initials of the trainers, and the dates of training.

Category: Lockout/Tagout (1910.147)

Who: Training must be provided to all employees whose job duties include performing servicing or maintenance on equipment that must be locked or tagged out for protection.

When: Training must precede the exposure to locked out equipment, or the use of a lockout system. Retraining shall be conducted whenever necessary to reestablish employee proficiency, or to introduce new or revised procedures.

Recordkeeping: The employer shall certify that employee training has been accomplished and is being kept up to date by roster. The certification shall contain each employee's name and dates of training.

Category: Medical Services and First Aid (437-002-0161)

Who: Designated emergency first aid providers when there is no infirmary, clinic, or hospital in near proximity to the workplace that is used for the treatment of all injured employees.

When: Employees must be trained prior to responding to any first aid emergency situations.

Recordkeeping: Roster of First Aid/CPR/AED should be kept.

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Category: Portable Fire Extinguishers (437-002-0187)

Who: All employees where the employer has provided portable fire extinguishers for employee use in the workplace are to be trained in general principles of fire extinguisher use and associated hazards. All employees who have been designated to use fire fighting equipment as part of an emergency action plan are to be trained to use appropriate equipment.

When: Upon initial assignment and at least annually thereafter.

Recordkeeping: Safety Training Roster should be generated and stored on-site.

Category: Servicing of Single Piece and Multi-Piece Rim Wheels (1910.177)

Who: Training must be provided to all employees who service multi-piece rim wheels as to the hazards involved and the safety procedures to be followed.

When: Training must occur before any service work is performed by the employee. Follow-up training must be provided as necessary to assure that each employee maintains his proficiency.

Recordkeeping: Safety Training Roster should be generated and stored on-site.

Category: Powered Industrial Trucks (1910.178)

Who: Anyone operating a powered industrial truck (tow motor, fork lift, etc.) must be trained and evaluated.

When: Training and evaluation must occur before the worker operates the vehicle without direct supervision. Refresher training in relevant topics is needed when the vehicle is operated in an unsafe manner, after any accident or near-miss, after an evaluation shows retraining is needed, upon assignment to a different type of truck, and upon changes in the workplace that affect safe truck operation. An evaluation is required at least every three years.

Recordkeeping: The employer must certify that the operator has been trained and evaluated. The certification must include the operator's name, the dates of the training and evaluation, and the name of the trainer/evaluator.

Category: Overhead and Gantry Cranes (1910.179)

Who: Crane operators shall be familiar with operation and care of provided portable fire extinguishers. Also, a qualified responsible person is required to be in charge of operations when two or more cranes are used to lift a load.

When: Prior to or at the time of initial assignment.

Recordkeeping: Safety Roster generated and stored on site. Cranes cards should be issued to employees.

Category: Crawler Locomotive and Truck Cranes (1910.180)

Who: Operating and maintenance personnel shall be familiar with use and care of provided portable fire extinguishers.

When: Prior to or at the time of initial assignment.

Recordkeeping: Safety Roster needs to be generate and stored on site.

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Category: Mechanical Power Presses (1910.217)

Who: All power press operators, and all maintenance personnel who are assigned to care for, inspect, and maintain power presses.

When: All power press operators are to be trained prior to their initial assignment. Operators of part revolution mechanical power presses used in the Presence Sensing Device Initiation (PSDI) mode are to be trained before initially operating the equipment and not less than annually thereafter. Maintenance personnel are to be trained prior to or at the time of initial assignment, and periodically thereafter.

Recordkeeping: Operators of part revolution mechanical power presses used in the PSDI mode are to have a training certification record maintained on file for the duration of employment. The certification record is to include the name of the employee, the signature of the employer or the person conducting the training, and the date that the training was completed. There are no other specific training documentation requirements for operators of other types of power presses or for power press maintenance personnel.

Category: General Requirements: Welding, Cutting, and Brazing (1910.252)

Who: Cutters, welders, and their supervisors are required to be trained in the safe operation of the equipment. Also, fire watchers shall be trained in the use of fire extinguishing equipment.

When: Prior to or at the time of initial assignment.

Recordkeeping: Local orientation and process Safety Roster required.

Category: Oxygen-Fuel Gas Welding and Cutting (1910.253)

Who: Workers in charge of the oxygen or fuel-gas supply equipment.

When: Trained and judged competent by their employers before being left in charge.

Recordkeeping: Local orientation and process Safety Roster required.

Category: Arc Welding and Cutting (1910.254)

Who: Employees designated to operate arc welding equipment.

When: Prior to or at the time of initial assignment.

Recordkeeping: Local orientation and process Safety Roster required.

Category: Resistance Welding (1910.255)

Who: Employees designated to operate resistance welding equipment.

When: Prior to or at the time of initial assignment.

Recordkeeping: Local orientation and process Safety Roster required.

Category: Electrical Training (1910.332)

Who: All employees must be trained who face a risk of electric shock, and/or who work on or near exposed energized parts.

When: Training must precede exposure, and can be of the classroom or on-the-job type.

Recordkeeping: Safety Roster covering all elements of 1910.332 plus local electrical hazards.

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Category: Access to Employee Exposure and Medical Records (1910.1020)

Who: All employees.

When: At the time of hire, and at least annually thereafter.

Recordkeeping: No specific training documentation is required. But, the employer is required to make copies of 1910.1020 and its appendices readily available.

Category: Bloodborne Pathogens (1910.1030)

Who: All employees with occupational exposure to bloodborne pathogens must be trained. This might include first aid responders, depending upon your system.

When: Employees must be trained prior to initial exposure to bloodborne pathogens. There is no specified length of training time. Annual retraining is required.

Recordkeeping: Very specific training records must be maintained. Information must include dates of training, contents of training sessions, names and qualifications of trainers, names and job titles of those trained. Records must be retained for three years.

Category: Formaldehyde (1910.1048)

Who: Employees assigned to workplaces where there is exposure to formaldehyde at or above 0.1 ppm. Also, this regulation incorporates by reference 1910.132 and 1910.134, which have additional training requirements for employees who wear personal protective equipment or respirators. Also, any person who cleans or launders contaminated protective clothing is to be informed of the hazards of exposure to Formaldehyde. In addition, the employer must provide specified information to the physician who is conducting medical surveillance, and the employee is to receive a copy of the physician's written opinion within fifteen days after the employer receives it.

When: At the time of initial assignment and whenever a new exposure to formaldehyde is introduced. Training is to be repeated at least annually. Also, within fifteen working days after receiving monitoring results, the employer is to notify each employee of his or her exposure level either individually in writing or by posting the results. Also, each time that an employee undergoes a medical exam by an employer-selected physician, the employer must promptly notify the employee that he or she has the right to seek a second medical opinion.

Recordkeeping: The employer is to maintain a record of the contents of the training program and shall provide, upon request, all materials relating to the program to employees and to the Assistant Secretary and the Director. A training certificate is required for employees trained in using personal protective equipment under 1910.132. There are additional recordkeeping requirements for respirator fit testing, exposure monitoring, and medical surveillance programs.

Category: Hazard Communication (1910.1200)

Who: Train all workers who have an exposure or a potential for exposure to hazardous chemicals.

When: Employees must be trained prior to initial exposure and when a new chemical hazard is introduced. No specified length of training time.

Recordkeeping: Safety Roster must be generated covering all aspects of Hazard Communication.

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Kept on site.

Category: Occupational Exposure to Hazardous Chemicals in Laboratories (1910.1450)

Who: Employees of laboratory facilities where hazardous chemicals, or those which cause health problems in exposed employees, are used.

When: At the time of initial assignment to a work area where hazardous chemicals are present, and before assignment to new exposure situations. Refresher training as determined by employer.

Recordkeeping: Safety Roster must be generated for local laboratory protocols and processes.

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