



SAFETY TRAINING CHECK LIST

Please work with the Safety Coordinator (7233) to determine what kind of training your employee needs. Supervisors are responsible for ensuring that employees receive the necessary training for their job.

Employee Name:

Supervisor:

Title/Position:

Department:

Please check all that apply to your job. Cross-reference the number at the end of each statement to the numbered training requirement on the reverse side of this sheet. Please fill it out with your supervisor.

COMMUNICABLE:

- As part of my job I could reasonably anticipate coming into bodily contact with human blood or other potentially infectious materials. **4**
- As part of my job I work as a first responder to provide first aid. **4**
- As part of my job I work in food preparation and service. **13**

MATERIALS HANDLING:

- As part of my job I work in a laboratory setting. **2**
- As part of my job I handle chemicals such as cleaners, paints, sprays, photo chemicals in a capacity more than I would use at home, or have potential exposure to hazardous materials. **11**
- As part of my job I generate or handle hazardous waste. **12**
- As part of my job I am exposed to high levels of dusts, fumes, mists, vapors, or gases. **21**
- As part of my job I drill holes, saw, tear or otherwise disturb building materials that may contain asbestos. **1**

PHYSICAL HAZARD REQUIREMENTS:

- As part of my job I wear clothing or other accessories that protect me e.g. hardhats, boots, gloves, dust mask, goggles, oven mitts or work with items for which I need Personal Protective Equipment. **19**
- As part of my job I sometimes work in a noisy environment that requires speaking with a raised voice and where hearing loss is a concern. **14**
- As part of my job I work with or have the potential to work with or near radioactive materials. **22**
- As part of my job I enter into areas that have limited or restricted means of entry/exit that are not designed for continuous employee occupancy, e.g. I work in manholes, tunnels, enclosures or other confined spaces. **3**
- As part of my job I could fall from a height of 6 feet or more. **8**
- As part of my job I lift/push/pull objects such as boxes, carts, furniture, etc., weighing over ten pounds. **16**
- As part of my job I repeat the same motion or forceful movement for extended periods of time, including any of the following activities: Extensive typing, sitting, pipetting, twisting, hand tool use, repetitive impact tasks, moderate or high hand/arm vibration work, or work that requires an awkward posture or awkward lifting. **6**
- As part of my job I work around areas that are congested, cluttered, slippery, or have raised or lowered surfaces. **23**
- As part of my job I work around open excavations in the earth's surface. **7**

WHEELED MOTORIZED EQUIPMENT:

- As part of my job I drive a campus vehicle or golf cart. **20**
- As part of my job I operate powered industrial trucks, such as forklifts or industrial tow tractors. **18**
- As part of my job I operate a manlift or crane. **18**

TOOLS AND ELECTRICITY:

- As part of my job I work with ladders or scaffolding. **15**
 - Office setting
 - Construction setting
- As part of my job I weld or use a cutting torch. **24**
- As part of my job I use hand or portable power tools. **10**
- As part of my job I work with, maintain, service, or operate electrical or mechanical equipment that could cause severe injury, e.g. electric shock, crushing, or cutting. **17**
- As part of my job I perform maintenance or installation work on equipment that operates at or below 600 volts AC or 150 volts DC. **5**
- As part of my job I perform maintenance or installation work on equipment that operates above 600 volts AC. **5**

Recom-
mended

Required

Employees upon hire

Date Received

A. Employee Safety Orientation: WAC 296-24-040

B. Emergency Procedures: WAC 296-24 G-1

C. Location of First Aid Kits & Fire Extinguishers: WAC 296-24-06120

Training: Required Before Work Begins

1. **Asbestos Awareness:** Annual Training: WAC 296-62 Part I-1

2. **Chemical Hygiene Program, Laboratory Procedures:** Bi-annual Training: WAC 296-62-400

3. **Confined Spaces:** Annual Training: WAC 296-24-145

4. **Blood Borne Pathogen & Infectious Waste Management:** Annual Training: WAC PCC 8.38 & WAC 296-62-080

5. **Electrical:** Bi-annual Training: WAC 296-24 Part L

6. **Ergonomics:** Bi-annual Training

7. **Excavating, Trenching, Shoring:** Bi-annual Training: WAC 296-155-650

8. **Fall Protection:** Bi-annual Training: WAC 296-155-245

9. **First Aid and Cardio Pulmonary Resuscitation (CPR)**

10. **Hand & Portable Power Tools:** WAC 296-24-66313

11. **Hazard Communication:** Bi-annual Training: WAC 296-62-054

12. **Hazardous Waste Management:** Bi-annual Training: WAC 173-303

13. **Health Card**

14. **Hearing Conservation:** Annual Training: WAC 296-62-090 Part K

15. **Ladders, Scaffolding, Working Surfaces, Guarding Floors, Wall Openings:** Bi-annual Training: WAC 296-24 Part J-1

16. **Lifting:** Annual

17. **Lock Out Tag Out:** Bi-annual Training: WAC 296-24-110

18. **Materials Handling:** Annual Training: WAC 296-24 Part D

i. Forklift (Industrial Trucks)

ii. Bucket Trucks (Industrial Trucks)

iii. Work Platforms

iv. Tire Servicing Equipment

v. Rigging

19. **Personal Protective Equipment (PPE):** Bi-annual Training: WAC 296-24-075

20. **PLU Vehicle Certification**

21. **Respiratory Protection:** Annual Training: WAC 296-62 Part E

22. **Radiation Safety:** Annual Training: WAC 246-220 to 222

23. **Slips, Trips, and Falls:** Bi-annual

24. **Welding, Cutting, Brazing:** Bi-annual Training: WAC 296-24 Part I

25. _____

26. _____