

Required Safety Training

Based on Job Safety Classifications

Overview

As a Cal Poly Pomona employee, you will be provided training to best address the needs of your job and to protect you against workplace injuries. Since Cal Poly Pomona is such a diverse campus operating a variety of technical disciplines and skilled operations, there are a lot of different trades, skills and tasks that require specialized training. To address this need we have a variety of training topics accessible in different ways, from web-based training, to lectures, group training, training videos or our own interactive training modules, you can be assured that the topics you need are available when you need them. This document was authored to provide employees with a quick resource as to which training they should take.

Training Frequencies

Frequencies of training, or how often a training course is required is mandated by Cal/OSHA. We are permitted to require training on a more frequent basis than the State but not less-frequently. Training records must be maintained to document that employee training was performed at the required frequencies in case of unannounced regulatory audits.

New Hires and Reassignments

Training is required initially when an employee is hired and when the hazards to which the employee is exposed, change. Changes in hazards, defined by reassignments can be a formal reassignment to a new job or it can be a new duty, new piece of equipment, new procedure or any other change that inherently alters the risk and/or exposure of the employee to a hazard. Thus, training must be provided on those hazards (new or changed) to protect the employee's safety.

Job Safety Classifications

Below is a listing of the job safety classifications to which employees are assigned. While these classifications are not intended to be as specific as possible, it is possible that the assigned training is not always reflective of what the employee requires. An example may be the assignment of unneeded courses which can be easily reassessed by requesting a Job Hazard Analysis.

Common Training- *Training assigned to all employees regardless of classification*

Office Worker

Construction Worker

Copier/Press Operator

Custodial Worker

Driver

Electronics Worker

Engineering Worker

Equipment Operator/Material Handler

Equipment Worker

Field/Grounds Worker

Food Handler

Laboratory Worker (*Chemical*)

Laboratory Worker (*Infectious/Biological*)

Livestock Worker

Maintenance Worker

Mechanic

Media Operator

Medical Worker

Photography Worker

Public Safety Worker

Radiation Worker

Safety Worker

Common Training

Hazard Communication	Fire Safety	Back Safety
First-Aid	Signs and Tags	

Office Worker

Hazard Communication	Fire Safety	Office Ergonomics
Office Safety	Signs and Tags	Back Safety
First-Aid		

*Courses represent a high priority.

Courses required for this Job Safety Classification are required based on EH&S's Schedule of Required Training, located in the appendix of this document. Additionally, refresher training is required any time an employee is reassigned, a change in duties or a change in equipment that would constitute a change in hazards to which the employee is exposed has taken place.

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Construction Worker

Hazard Communication	Fire Safety	Asbestos Awareness
Back Safety	Construction Orientation	Defensive Driving
Electrical Safety	Fall Protection	First-Aid
Hand and Power Tool Safety	Hazardous Waste	Industrial Ergonomics
Lead Awareness	Lockout/Tagout	Machine Guarding
PPE Head Protection	PPE Eye and Face Protection	PPE Foot/Leg Protection
PPE Hand Protection	Powered Industrial Truck Safety	Hearing Conservation
Safety Orientation	Scaffolding and Ladder Safety	Signs and Tags
Slips, Trips and Falls		

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Copier/Press Operator

Hazard Communication	Fire Safety	Back Safety
First-Aid	Hazardous Waste	Machine Guarding
Powered Industrial Truck Safety	PPE Eye and Face Protection	PPE Hand Protection
Hearing Conservation	Safety Orientation	Signs and Tags

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Custodial Worker

Hazard Communication	Fire Safety	Asbestos Awareness
Back Safety	Blood borne Pathogens	Defensive Driving
First-Aid	Industrial Ergonomics	Office Safety
PPE Eye and Face Protection	PPE Hand Protection	Signs and Tags
Slips, Trips and Falls		

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Driver

Hazard Communication	Fire Safety	Defensive Driving
Defensive Driving- Truck Safety	First-Aid	Signs and Tags
Office Safety	Back Safety	

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Electronics Worker

Hazard Communication	Fire Safety	Back Safety
Electrical Safety	First-Aid	Lockout/Tagout
Safety Orientation	Signs and Tags	

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Engineering Worker

Hazard Communication	Fire Safety	Back Safety
Compressed Gas Safety	Confined Spaces	Electrical Safety
Fall Protection	First-Aid	Forklift Safety Awareness
Hand and Power Tool Safety	Hazardous Waste	Indoor Hoisting and Rigging
Industrial Ergonomics	Job Hazard Analysis	Laboratory Safety
Lockout/Tagout	Machine Guarding	PPE Head Protection
PPE Eye and Face Protection	PPE Foot/Leg Protection	PPE Hand Protection
Hearing Conservation	Safety Orientation	Scaffolding and Ladder Safety
Signs and Tags	Slips, Trips and Falls	

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Equipment Operator/Material Handler

Hazard Communication	Fire Safety	Asbestos Awareness
Back Safety	Defensive Driving	Fall Protection
First-Aid	Forklift Safety Awareness	Hazardous Waste
Indoor Hoisting and Rigging	Industrial Ergonomics	Ladder Safety
Powered Industrial Truck Safety	PPE Eye and Face Protection	PPE Foot/Leg Protection
Safety Orientation	Signs and Tags	Slips, Trips and Falls

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Equipment Worker

Hazard Communication	Fire Safety	Back Safety
Blood borne Pathogens	Ergonomics in the Workplace	First-Aid
Ladder Safety	Office Safety	Signs and Tags
Slips, Trips and Falls		

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Field/Grounds Worker

Hazard Communication	Fire Safety	Back Safety
Defensive Driving	Fall Protection	First-Aid
Heat Stress	Industrial Ergonomics	Ladder Safety
Lockout/Tagout	PPE Head Protection	PPE Eye and Face Protection
PPE Foot/Leg Protection	PPE Hand Protection	Hearing Conservation
Safety Orientation	Signs and Tags	Slips, Trips and Falls
Trenching and Shoring		

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Food Handler

Hazard Communication	Fire Safety	Back Safety
Food Safety and Handling	First-Aid	Office Safety
Signs and Tags		

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Laboratory Worker (*Chemical*)

Hazard Communication	Fire Safety	Back Safety
Compressed Gas Safety	First-Aid	Hazardous Waste
Laboratory Safety	Lockout/Tagout	PPE Eye and Face Protection
PPE Hand Protection	Safety Orientation	Signs and Tags

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Laboratory Worker (Infectious/Biological)

Hazard Communication	Fire Safety	Back Safety
Defensive Driving	Electrical Safety	First-Aid
Hand and Power Tool Safety	Heat Stress	Ladder Safety
Lockout/Tagout	PPE Eye and Face Protection	PPE Foot/Leg Protection
PPE Hand Protection	Hearing Conservation	Safety Orientation
Signs and Tags	Slips, Trips and Falls	Supplemental Biosafety Training

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Livestock Worker

Hazard Communication	Fire Safety	Back Safety
Defensive Driving	Electrical Safety	First-Aid
Hand and Power Tool Safety	Heat Stress	Ladder Safety
Lockout/Tagout	PPE Eye and Face Protection	PPE Foot/Leg Protection
PPE Hand Protection	Hearing Conservation	Safety Orientation
Signs and Tags	Slips, Trips and Falls	

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Maintenance Worker

Hazard Communication	Fire Safety	Asbestos Awareness
Back Safety	Compressed Gas Safety	Confined Spaces
Defensive Driving	Electrical Safety	Fall Protection
First-Aid	Hazardous Waste	Industrial Ergonomics
Lockout/Tagout	Machine Guarding	PPE Head Protection
Powered Industrial Truck Safety	PPE Eye and Face Protection	PPE Foot/Leg Protection
PPE Hand Protection	Hearing Conservation	Respiratory Protection
Safety Orientation	Scaffolding and Ladder Safety	Signs and Tags
Slips, Trips and Falls	Trenching and Shoring	Welding, Cutting and Brazing

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Mechanic

Hazard Communication	Fire Safety	Asbestos Awareness
Back Safety	Defensive Driving	Electrical Safety
First-Aid	Hand and Power Tool Safety	Hazardous Waste
Lockout/Tagout	Machine Guarding	PPE Head Protection
PPE Eye and Face Protection	PPE Foot/Leg Protection	PPE Hand Protection
Hearing Conservation	Safety Orientation	Slips, Trips and Falls
Used Oil Management		

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Media Operator

Hazard Communication	Fire Safety	Back Safety
Defensive Driving	Electrical Safety	First-Aid
Office Safety	Signs and Tags	

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Medical Worker

Hazard Communication	Fire Safety	Back Safety
Blood borne Pathogens	Compressed Gas Safety	First-Aid
Office Ergonomics	Office Safety	PPE Eye and Face Protection
PPE Hand Protection	Signs and Tags	Tuberculosis: Prevention and Control

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Photography Worker

Hazard Communication	Fire Safety	Back Safety
First-Aid	Defensive Driving	Office Safety
Signs and Tags		

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Public Safety Worker

Hazard Communication	Fire Safety	Back Safety
Defensive Driving	Emergency Response and Spill Control	First-Aid
Heat Stress	Respiratory Protection	Safety Orientation
Signs and Tags		

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Radiation Worker

Hazard Communication	Fire Safety	
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Safety Worker

Hazard Communication	Fire Safety	Accident Investigation and Reporting Simulation
Asbestos Awareness	Back Safety	Blood borne Pathogens
Compressed Gas Safety	Confined Spaces	Defensive Driving
Electrical Safety	Ergonomics in the Workplace	Fall Protection
First-Aid	Hand and Power Tool Safety	Hazardous Waste
Heat Stress	Indoor Hoisting and Rigging	Industrial Ergonomics
Job Hazard Analysis	Laboratory Safety	Laser Safety
Lockout/Tagout	Office Safety	PPE Head Protection
PPE Eye and Face Protection	PPE Foot/Leg Protection	PPE Hand Protection
Powered Industrial Truck Safety	Hearing Conservation	Respiratory Protection
Safety Orientation	Scaffolding and Ladder Safety	Signs and Tags
Slips, Trips and Falls	Trenching and Shoring	Used Oil Management
Workplace Security Awareness		

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