

## Training Requirements

### Introduction:

The implementation of a Safety and Health program by many companies across the United States has decreased the incidence of workplace injuries and illnesses, reduced insurance premiums, increased productivity, and improved morale. Successful injury and illness prevention programs include essential elements such as worksite safety analysis, hazard prevention and control, employee participation, and safety and health training.

### Discussion Points:

- OSHA safety and health training requirements
- Training programs should be site specific
- Hands-on training should be stressed whenever possible
- Documentation and Records
- Review and update training course material annually

### Discussion:

OSHA standards are rules that describe the methods that employers must use to protect their employees from hazards. They include safety and health training requirements. The regulations require regular training sessions that reinforce safe work practices. Training programs should be site-specific, based on the worksite safety analysis and needs assessment, and meet regulatory requirements. Workers should understand safety concepts, recognize workplace hazards, understand the control measures that have been implemented by the company, and know the responsibilities assigned to them.

Companies may be required to train up to 15 topics per year. However, it's not necessary to train all employees on all topics; only those topics that impact the scope of their work are required. The training program should include orientation, initial training, refresher training, and weekly training meetings; many topics can be covered during the New Hire Orientation session. The training should be delivered by an experienced and qualified person who has technical knowledge of the specific topics, and hands-on training should be stressed whenever possible. Proficiency should be evaluated and documented by the use of written assessments and skill demonstrations. Training providers should maintain records of the training for a minimum of five years, and the records should be available upon request. Course materials should be reviewed and updated annually.

Training and education are elements of a strong Safety and Health program that can help employers discover and fix workplace hazards before an accident occurs and a worker is injured.

As always, stay safe out there!

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