

J. J. Keller® Safe & Smart Training
OSHA Training Requirements



Training Topic	Specific Training Required	Training Recordkeeping Required
Bloodborne Pathogens (29 CFR 1910.1030)	Initial training and annual refresher training thereafter for any employee with reasonably anticipated contact with blood or "other potentially infectious materials" (OPIM) that may result from the performance of an employee's duties.	Yes. Dates of training; contents of training sessions; names and qualifications of trainers; names and job titles of those trained.
Confined Spaces (29 CFR 1910.146)	At least one permit-required confined space that has either a hazardous atmosphere, materials that could engulf an entrant, hazardous internal configuration or any other serious hazards. Initial training and retrain as necessary.	Yes. Employee's name; signatures or initials of trainers; date of training.
Confined Spaces in Construction (29 CFR Part 1926 Subpart AA)	When entering a permit space to do construction activities such as: repair, alteration, construction. Initial training and retrain as necessary.	Yes. Employee's name; the name of the trainers, and the dates of training.
Electrical Safety (29 CFR 1910.301-399; training is at 1910.332)	Classroom or on-the-job training is required for qualified or unqualified employees who work on, near, or within any power or electrical source 50 volts or more to ground. Must include safe practices, use of protective equipment, and safe use of electrical equipment.	No. Specific training documentation is not required.
Fall Protection for Construction (29 CFR 1926.500-503)	Initial training required to be conducted by a competent person. Retrain as necessary.	Yes. The name of the employee, the date(s) of training, and the signature of the trainer or the employer.
Fire Safety (29 CFR 1910.38 and 29 CFR 1910.157)	Initial training about fire hazards and retraining when employee's duties under the emergency action plan change. Employees must be aware of evacuation routes and head count areas. If employees will use fire extinguishers to fight incipient-stage fires, they must have applicable training.	No. Specific training documentation is not required.
Forklift Safety (29 CFR 1910.178)	Formal instruction (lecture, discussion interactive computer learning, video tape, and/or written materials). Practical training (demonstrations performed by the trainer and practical exercises performed by the trainee). Evaluation of the operator's performance in the workplace. Evaluation every 3 years.	Yes. Operator's name; dates of training and evaluation; name of trainer/evaluator.

Training Topic

Specific Training Required

Training Recordkeeping Required

Hazard Communication
(29 CFR 1910.1200)

Any employer with at least one employee and at least one hazardous chemical. Any employee who comes into contact with or has the potential to come into contact with hazardous chemicals, or if chemical emergencies could occur. Initial employment or assignment; when a new hazard is introduced. Must be informed of the standard and any operations in the work area where hazardous chemicals are present; informed of the location and availability of the company written HazCom program; location of SDSs; methods or observations used to detect presence or release of hazardous chemicals; physical and health hazards; measure taken to protect oneself; details of company HazCom program including labels.

No. Specific training documentation is not required.

HAZWOPER
(29 CFR 1910.120)

Initial and annual refresher training is required for: (1) employees and supervisors at hazardous waste cleanup sites; (2) employees at hazardous waste treatment, storage, and disposal (TSD) facilities; and (3) employees participating in emergency response operations for releases of or substantial threats of releases of hazardous substances without regard to the location of the hazard. For (3) above, emergency responder training levels include: first responder awareness level, first responder operations level, hazardous materials technician, hazardous materials specialist, and on-scene incident commander. Training elements depend on the trainee's duties.

Yes. Initial training certification requirements for each training level.

Lockout/Tagout (LO/TO)
(29 CFR 1910.147)

Authorized employees must be trained in recognition of hazardous energy sources in use at their facility and how to perform LO/TO procedures. Affected employees must be trained in the purpose of LO/TO. Other employees must be trained on the purpose of the plan, but not the actual use. Retraining must be done when there is a change of equipment, assignment or procedures, an audit shows deficiencies, or when the employer feels the procedures should be reviewed. Annual inspection of LO/TO procedures to include review of the procedure with authorized employees.

Yes. Employee's name and dates of training.

Personal Protective Equipment
(29 CFR 1910.132)

Initial training for anyone required to use PPE. How to use the equipment, inspect it, clean it, and store it. Refresher training as needed.

No. Specific training documentation is not required.

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Respiratory Protection (29 CFR 1910.134)	Companies with one or more employees who must wear a respirator at any time. Must train at least annually and if changes occur in the workplace. How to use the equipment, change filters/canisters, clean, and store it.	No. Specific training documentation is not required.
Walking-Working Surfaces (29 CFR 1910.30 (a) and (b))	A qualified person must train employees to recognize fall hazards and procedures that minimize them. Specifically, employees must be trained before their first use and retrained as necessary on the fall protection systems and equipment they use, including personal fall protection, safety nets, ladder safety systems, rope descent systems, designated areas, portable guardrails, dockboards, and ladders.	No. Specific training documentation is not required.

Notes:

- This is a summary of key OSHA training requirements and is not intended to be all-inclusive.
- The general duty clause (section 5(a)(1) of the OSH Act): Requires each employer to “furnish...a place of employment which is free from recognized hazards that are causing or likely to cause death or serious physical harm to employees.” It obligates employers to take additional steps toward safety if the well-being of employees is in jeopardy regardless if there is a specific standard or not. The additional steps toward safety may involve training.
- Training may need to occur if changes to company operations pose additional risk to the employee’s safety. For example, a new chemical that is introduced may require additional Hazard Communication and new PPE training or a new confined space may require additional confined space training, or a new job duty may require additional safety training on any of the topics listed above.

J. J. Keller® Safe & Smart™

Forklift Operator Training



Accidents involving forklifts, order pickers, motorized pallet jacks and other powered industrial trucks contribute to thousands of injuries in U.S. workplaces each year, costing companies millions in terms of fines, workers' comp costs and lost productivity.

To reduce the risk of accidents, OSHA's Powered Industrial Trucks Standard 29 CFR 1910.178 requires operators to undergo stringent initial training, evaluation and certification, with a reevaluation every three years.

J. J. Keller's *Safe & Smart™ Forklift Operator Training Program* provides a holistic, hands-on approach to forklift operator training. It consists of **classroom and range training** for **certification of inexperienced operators and recertification of experienced operators.**



Developed by J. J. Keller – the recognized leader in safety and compliance – this in-depth training covers everything your forklift operators need to know to operate skillfully and safely.

For more information

JKellerSafeandSmart.com/Forklift-Operators

833.982.1236

J. J. Keller® Safe & Smart™

Forklift Trainer Certification Program



Safety is a serious concern for companies with employees who operate forklifts, in addition to order pickers, motorized pallet jacks and other powered industrial trucks. Accidents are a constant – and very real – threat. **Now your staff can improve workplace safety by becoming highly-effective forklift operator trainers!**

J. J. Keller's *Safe & Smart™ Forklift Trainer Certification Program* gives your trainers the knowledge, skills and experience to train forklift operators and certify them to operate safely at your company.

Program Components

- Adult Learning Methods
- Classroom Instruction
- Range Instruction
- Final Certification Testing



For more information

JKellerSafeandSmart.com/Forklift-Trainers

833.982.1236

 **J. J. Keller**
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