

# OSHA Compliance Training List for CFAES Employees

## All Employees

**Building Emergency Action Plan, OSU-BEAP** – This training provides an overview of the University wide plan describing what to do in the event of an emergency. Topics covered include evacuation plans, severe weather emergencies, fires, bomb threats, utility outages and workplace violence. This is a one-time, online training, required for all OSU employees.

**Hazard Communication (CFR 1910.1200)** – This training provides an overview of the OSHA Hazard Communication Standard as it relates to occupational exposure to hazardous chemicals in the workplace. This is a one-time training, offered both online and in the classroom, required for all OSU employees, EXCEPT those employees working in laboratory environments. (Note: Individuals working in laboratory environments which do not meet the requirements of the OSHA Laboratory Standard must take the “Hazard Communication for Laboratory Personnel” training.)

**Globally Harmonized System (GHS)** – This training provides an overview of OSHA’s training requirements for the Globally Harmonized System for Classifying and Labeling of Chemicals (GHS). Topics include GHS background information, new label elements, new hazard pictograms, signal words, hazard statements, and Safety Data Sheet (SDS) format. This is a one-time training, offered both online and in the classroom, required for all OSU employees.

**Job /Task Specific Personnel** - should be based on a hazard assessment of assigned responsibilities.

**Confined Space Entry** - This training provides a general overview of the OSU Environmental Health & Safety’s Confined Space Entry Program. Additionally this training will provide the user with an understanding of the responsibilities of various OSU departments when employees enter confined spaces, knowledge of the numerous hazards which may exist in a confined space, capable of recognizing what makes an area a “permit” or “non-permit” required confined space, and the requirements for rescue and emergency services during confined space entry. The user will also know how to obtain a permit for entering a confined space and how to complete the permit at the conclusion of this training.

**DOT General Awareness** - This training module is provided to assist OSU faculty and staff who may be involved with shipment or receipt of Department of Transportation classified Hazardous Materials. Shippers of Hazardous Materials are required to complete additional training in conjunction with this General Awareness Training program.

**Elevated Work (Aerial Lifts / Scaffolding / Ladders)** – The elevated work training program has been developed to provide safety related information and procedures in order to eliminate or minimize injuries as a result of improper use. Elevated work involves any work conducted above a substrate. Equipment used to vertically elevate a worker above the substrate includes, but is not limited to, aerial devices (i.e. scissor lifts, aerial lifts, boom buckets), scaffolding and ladders. The Elevated Work training program is developed and maintained to provide safety related information to users of these devices and minimize injuries as a result of improper use. This program covers all Ohio State University (OSU) departmental personnel including staff and contractors utilizing equipment to perform elevated work on OSU property.

**Filtering Facepiece Respirator Training** – This training module provides the user of filtering facepiece respirators with the requirements and procedures that must be followed before entering the OSU Respiratory Protection Program. Additionally, the user will learn the degree of filtering, type of filtering, preparation, donning, positive and negative pressure checks, when disposal is necessary and method of disposal and maintenance/storage techniques associated with the filtering facepiece respirators. The training complies with OSHA 1910.134 Respiratory Protection Standards.

**Fire Extinguisher Training** – This training module is designed for all OSU employees in order to understand how to properly fight a fire using a fire extinguisher. This module also includes information on the fire tetrahedron, types of fires, different types of fire extinguishers, fire extinguisher use, and the rules for fighting fires.

**Forklift Safety Program Training** - This training provides forklift operators the information required under OSHA regulations for classroom training. Topics covered include fundamental differences in types of forklifts; the differences between forklifts and vehicles; pre-use inspections; hazards and safety precautions to take when handling loads; safety precautions to take when operating a forklift; and identifying potential workplace hazards associated with forklift operation. Forklift operators are required to complete this training along with a practical examination to be authorized to operate a forklift.

**Hearing Conservation (CFR 1910.95)** – This training provides an overview of the OSHA Occupational Noise Exposure Standard and the OSU Hearing Conservation Program. Topics include basic noise and hearing information, appropriate personal protective equipment and audiometric testing. This training is available both online and in the classroom and is required annually for employees enrolled in the Hearing Conservation Program.

**Hand and Power Tool Safety** – This training provides an introduction to hand and power tool safety. Topics include potential hazards, injury prevention, proper tool selection, transportation and maintenance and appropriate PPE. This is an EHS recommended online training for employees who use hand and power tools.

**Heat and Cold Stress** – This training program provides an introduction to heat and cold stress. Topic areas include the definition of heat and cold stress, types of illness caused by heat and cold stress and prevention. This is an EHS recommended online training for employees who work in extreme temperatures.

**Hot Work** – This training program provides an introduction to hot work and hot work permitting. Topic areas include the definition of hot work, operations that warrant the need for a hot work permit and specialized hot work precautions. This is an EHS recommended online training for employees performing construction and maintenance activities that present a potential fire hazard to the people and property of OSU.

**Lockout / Tagout (CFR 1910.147)** – This training provides an overview of the OSHA Lockout / Tagout standard. Topics include types of energy, lockout procedures and devices, authorized and affected employees and the OSU Control of Hazardous Energy Policy. This is required classroom training for employees who service and maintain energized equipment, that must be taken upon initial assignment and when new equipment is introduced.

**Permit Required Confined Space Entry (CFR 1910.146)** – This training provides an overview of the OSHA Confined Space Entry Standard. Topics covered include types of confined spaces, entry form, position assignments, required equipment, potential dangers, emergency response and the OSU Confined Space Program Policy. This is required classroom training for employees involved with confined space entry, that must be taken upon initial assignment.

**Personal Protective Equipment (PPE)** – This training provides a basic overview of the OSHA PPE Standard (CFR 1910.132). Topics include hazard assessments, exposures, engineering controls, administrative controls and types of PPE. This training is required for all employees who use PPE and is offered as both online and classroom training. It is required upon initial assignment and whenever new PPE is introduced.

**Pesticide Applicator Training and Licensing** – OSU employees who apply pesticides as part of their job are required to either obtain a Commercial Applicator License through appropriate training and testing or work under the supervision of a Licensed Applicator as a Trained Service Person. Commercial Applicator License Training is available, for a fee, through the [Ohio Pesticide Safety Education Program](#) which is part of the College of Food, Agricultural and Environmental Sciences. Trained Service Person Training can be obtained by reading the [Trained Service Person Manual](#) (OSU Bulletin 863) or by receiving equivalent training from his/her supervisor.

**Respiratory Protection** - This training provides an understanding of various types of respirators and their protection levels; the requirements for Voluntary Use of Respirators; the requirements of the OSU Respiratory Protection Program; the proper procedures for maintenance, storage, cleaning and inspection of respirators; proper donning and doffing procedures; and the proper use and limitations of your respirator. This training applies to any OSU employee required to wear a respirator as part of their job duties and covers all types of respirators and must be completed before wearing a respirator.

**Tractor Safety** - The Tractor Operator training module is designed for OSU personnel who will be using tractors on campus for any purpose. Objectives included in this training include understanding the purpose of a tractor, the characteristics of a tractor, recognizing hazard groups, tractor stability, identifying controls/instrumentation, and safe use of a tractor. The program was designed by the OSU College of Food, Agricultural, and Environmental Sciences.

**Compressed Gas Cylinders (CGC)** – This training provides an overview of the hazards associated with compressed gas cylinders, including oxygen and hydrogen gas cylinders. Other topic areas include components of a cylinder; safe handling, storage, transport and use of a CGC; liquefied gas safety; and inspecting and testing. This is an EHS recommended online training for employees who work with compressed gas cylinders.

**Electrical Safety** – This training provides an introduction of basic electrical safety principles. Topics covered include hazards, health effects, PPE and safe work practices. This is an EHS recommended online training for employees who work with electricity on a routine basis.

**Chemical Safety** – This training provides an overview of the basic principles of Chemical Safety. Topics covered include chemical procurement, storage, transportation, manipulation and disposal. This is an EHS recommended online training for employees who work with chemicals on a routine basis.

**Chemical Spill Clean-Up** – This training program provides an introduction to chemical spill clean-up procedures. Topic areas include the definition of a hazardous chemical, spill types, spill preparedness, clean-up guidelines and procedures, first aid, responsibilities, and PPE guidelines. This is an EHS recommended online training for all employees working with hazardous chemicals.

**Spill Prevention Control and Countermeasures (SPCC)** – This training provides individuals who handle oil detailed information on appropriate spill prevention methods and spill control measures for a facility. This training is offered online and is required on an annual basis.

**Universal Waste** – This training provides individuals handling universal waste (i.e. light tubes, ballasts, batteries) detailed information on proper handling and disposal procedures. This is an EHS recommended training and is in video format.

### **Lab Training** (for individuals working in research labs)

**Laboratory Standard (CFR 1910.1450)** – This training gives an overview of the OSHA Laboratory Standard and occupational exposure to hazardous chemicals in research laboratories. It is a one-time, required online training for all employees engaged in the laboratory use of hazardous chemicals.

**Biosafety Level 2 (BSL2)** – This training is a one-time, required online training program for all individuals working in a BSL2 laboratory, even if they do not handle Risk Group 2 biohazards. Everyone working in a BSL2 laboratory should be aware of the potential risks that may be encountered in the lab. The training gives a basic introduction to hazard awareness, facility requirements, personal protective equipment and practices and procedures necessary for working in a BSL2 laboratory.

### **On-line Training**

These can all be taken by individual staff at <http://ehs.osu.edu/Training/Default.aspx>.

### **Additional Training Options**

Training may be conducted on an individual basis or in a classroom group setting using lecture and discussion. Depending on the type of training, it may be conducted by OSU EHS, the CFAES Safety and Health Coordinator, or location managers / supervisors. To schedule training or request training materials contact the OSU CFAES Safety and Health Coordinator: Kent McGuire at [mcguire.225@osu.edu](mailto:mcguire.225@osu.edu) or 292-0588.