

EHS Training Matrix (DOT, EPA, OSHA)

ELEMENT	WHO	FREQUENCY	DETAILS
Access to Medical and Exposure Records (29 CFR 1910.1020)	All employees	Required - Annual	Inform employees of their right to access any personal medical records or workplace exposure evaluation results, like air or noise monitoring. Can be accomplished via posting.
Bloodborne Pathogens (29 CFR 1910.1030)	Any employee with "occupational exposure" to blood or body fluids. For non health care organizations, this is generally for members of in-house first aid teams or those with clean-up responsibility.	Required - Initial and annual	Covers all elements of written program, including bloodborne hazards, exposure control, PPE, engineering controls, and incident response. Other employees should be instructed to avoid blood/body fluid contact.
Chemical Safety	All affected employees	Recommended - Initial and Annual	Proper handling and storage, bonding and grounding of flammables, ventilation, personal protection and hygiene, waste management procedures.
Confined Space Entry (29 CFR 1910.146)	Any entrants, attendants or entry supervisors involved in permit-required confined space entry.	Required - Initial and annual	Detailed training required for those involved in entering permit required confined spaces, such as manholes, pits, tanks, or any other space where hazards exist and means of entry/exit is limited.
Cranes & Hoists (29 CFR 1910.179)	Anyone operating crane/hoisting equipment should be trained.	Required - Initial and as needed.	Training in proper procedures for use and inspection requirements.
D.O.T. (49 CFR 172.700-704)	Anyone handling, transporting or preparing for transportation of hazardous materials	Required - Every 3 years, initial training within 90 days	Several levels of training dependent upon job function; covers shipping papers, labeling and packaging, general awareness, safety procedures, security and emergency response.
Defensive Driver Training	Anyone driving a company vehicle or driving on behalf of the organization.	Recommended - frequency varies.	Drivers are a huge potential liability - yet most organizations take driving skills for granted.
Electrical Safety (29 CFR 1910.332)	Employees who may be exposed to shock hazards exceeding 50 volts- those who conduct electrical installation, equipment maintenance	Required - initial and as needed.	Details found in 29 CFR 1910.332
Emergency Preparedness (29 CFR 1910.38)	All employees	Required - Initial and as needed	Employees should review and practice emergency procedures, including evacuations and severe weather drills. Training especially important for those with responsibilities during an emergency.
Ergonomics	All employees	Recommended - Initial and as needed	Recognition and control of ergonomic risk factors; signs and symptoms of ergonomic disorders; proper body mechanics and lifting technique.
Fire Extinguishers (29 CFR 1910.157(g))	Any employee expected to use a fire extinguisher on the job	Required - Initial and annual	Can be hands-on or classroom. <b>You may also meet this requirement by posting and distributing materials on proper fire extinguisher use.</b>
First Aid/CPR	Anyone expected to provide on-site first aid/medical assistance. Required if quick response by 911/EMS is not available.	Dependent on program used; usually every two years. Must use recognized, approved program such as Red Cross.	If employees are expected to render first aid, a Bloodborne Pathogens program is also required.
Hazard Communication (29 CFR 1910.1200)	Any employees who may work with or around hazardous chemicals	Required - Initial and as needed to maintain understanding; update if new types hazards are introduced.	Training must cover all elements of the written program, including representative chemical hazards
Hearing Conservation (29 CFR 1910.95)	Any employee exposed to noise levels above 85 dBA/50% dose TWA	Required - Initial and annual	Hazards of noise, control, PPE. Annual audiograms also required.
Lockout/tagout (29 CFR 1910.147)	Full training — Employees who work on equipment where potential exposure to an energy source exists. Awareness Training — Employees who work around equipment where potential exposure to an energy source exists.	Required - Initial and as needed to maintain understanding; update if procedures or equipment changes or procedure found to be ineffective. Lockout procedures and the effectiveness of the program must be reviewed annually, but training is not an annual req	Written program elements and specific LO/TO procedures are also required. Other employees should have training to recognize a lockout and avoid locked out equipment.
Office Ergonomics	Anyone who spends a significant portion of their time operating a PC or working at a desk.	Recommended - Initial and as needed.	Training on ergonomic risk factors, proper work station set-up, hazard controls; combine with workstation evaluations.
Mechanical Power Presses (29 CFR 1910.217)	Mechanical power press operators	Required - Initial and annual	Training is required in "the safe method of work" (1910.217(f)(2) and is required annually (1910.217(h)(13) (i)).
OSHA Recordkeeping	Employees who keep OSHA injury/illness records (OSHA 300 log).	Recommended - Initial and as needed. Extensive revisions to the rules took effect 1/2002.	-
Personal Protective Equipment (29 CFR 1910.132)	Anyone using personal protective equipment, including eye/face, head, hand or foot protection	Required - Initial and as needed to maintain understanding	Covers the hazards assessment, proper fitting, use and maintenance, useful life, limitations. Documentation of a hazard assessment also needed.
Powered Industrial Trucks (29 CFR 1910.178)	Anyone operating powered industrial trucks, including forklifts, powered pallet jacks, order-picker trucks and other motorized material handling equipment	Required - Classroom and hands-on training: initial and as needed to maintain understanding. Operators must then be certified through observation initially, and every three years thereafter.	Training must include both hands-on and classroom and be specific to the types of equipment, loads, hazards and work environments the operator will encounter.
R.C.R.A. (40 CFR 265.16) Hazardous Waste	Any employee of a Large Quantity Generator handling, preparing for shipment, manifesting or otherwise managing hazardous waste; also recommended but not required for small quantity generators.	Required - Initial w/in 6 months of starting duties and annual thereafter	Hazardous waste characteristics, proper handling procedures, emergency preparedness. Can be effectively combined with D.O.T. training.
Respiratory Protection (29 CFR 1910.134)	Any employee using a respirator to reduce chemical or particulate exposures below the OSHA P.E.L. Use of respirators to control nuisance exposures not covered if exposure is documented and a copy of 1910.134 Appendix D is provided to affected employees.	Required - Initial and annual	Covers respiratory hazards, proper selection, fitting and use, limitations, care and maintenance. Annual fit tests and medical evaluations also required.
Welding/Hot Work (29 CFR 1910.252)	Employees involved in scheduling/ managing hot work by contractors, employees working with/around welding or hot work.	Required - initial and as needed.	Training depends on level of involvement - proper welding/ cutting safety procedures, hot work fire prevention practices.
Principles of Safety and Loss Control	All Managers, Supervisors, and Safety Committee Members should have a basic understanding of the principles of workplace safety, safety management and effective loss control.	Recommended - Initial, with periodic updates	Covers safety and risk management principles, hazard identification and control, OSHA compliance, and injury management.