Required Safety Training for Employees : Checklist

For employees, supervisors and EHS teams. Adapt every item to your site, equipment and written procedures.

Checklist

- ■ Hazard covered: unguarded machinery
- ■ Hazard covered: ergonomic strain
- ■ Hazard covered: emergency response gaps
- ■ Decision practiced: report a near miss
- ■ Decision practiced: respond to an alarm
- ■ Decision practiced: apply the hierarchy of controls
- ■ Decision practiced: spot hazards during a walkthrough
- ■ Hands-on part done: site orientation
- ■ Hands-on part done: hands-on equipment practice
- ■ Hands-on part done: written programs and procedures of the site
- ■ Review question: were hazards found?
- ■ Review question: was stop work used?
- ■ Review question: were controls ranked correctly?

Stays hands-on and in person

- • site orientation
- • hands-on equipment practice
- • written programs and procedures of the site

This checklist supports, and does not replace, required training, supervision or evaluation. It does not certify anyone.