



UNIVERSITY of HAWAII®

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This checklist will assist supervisors and employees in determining the types of training required, depending on specific job duties and job hazard analysis. Contact UH EHSO at 956-8660 with any questions.

| Course Title | Overview | Provided By | Training Frequency | Training Method |
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| Aerial Platform Lift Operation | Required for employees that operate an aerial platform. | Manufacturer | One-time, or when duty or hazard changes | Contact outside vendor |
| Asbestos Awareness | Required for employees that provide housekeeping operations in areas where asbestos containing material is present. | EHSO | Annually | In-person or online |
| Back Safety/Ergonomics | General information on proper lifting postures and hazards of material handling | EHSO | As needed | In-person or online |
| Bloodborne Pathogens (non-research personnel, i.e. custodians, security) | Required for anyone who works with or around human blood or other potentially infectious materials (OPIM), in a non-research setting. | EHSO | Initially, and annual refresher. | In person (initial) and Online (refresher) |
| Bloodborne Pathogens (research personnel) | Required for anyone who works with or around human blood or other potentially infectious materials (OPIM), in a research or laboratory setting. | UH Biosafety Office | Initially, and annual refresher. | https://research.hawaii.edu/orc/programs/biological-safety/bio-training/ |
| Confined Space | Required for personnel who need to enter confined space, such as manholes, pipe tunnels, boilers, tanks, high voltage electrical enclosure, etc. | Safety Systems | One-time, or when duty or hazard changes | http://www.ssshinc.com/t/training-and-knowledge/classes-and-seminars/confined-space |
| Crane/Hoist Operation | Required for operators of cranes, hoists or chain falls. | Manufacturer | One-time | Contact outside vendor |
| Fall Protection | Required for anyone who works on platforms, scaffolds, ladders, boomlifts or when working above heights of 4'. Learn to become a 'Competent Person' in Fall Protection. | Safety Systems | One-time | http://www.ssshinc.com/t/training-and-knowledge/classes-and-seminars/fall-protection |

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| Fire Safety/Fire Extinguisher | Information about fire codes and fire extinguishers. | EHSO | One-time | In person |
| Forklifts | Certification program for forklift operators. | Leeward CC | Initially, and every 3 years thereafter | http://www.ocewd.org/transportation.htm |
| Hazard Communications (HAZCOM) | Required for anyone who handles, stores, & uses chemicals. Includes Globally Harmonized System Training. | EHSO | One-time | In-person or online |
| Hazardous Waste Generator Training | Required for anyone who generates chemical waste and submits it to UH EHSO for proper waste disposal. | EHSO | Initially, and annual refresher. | In person (initial) and Online (refresher) |
| Hearing Conservation | Anyone exposed to noise levels of 85 dBA or more over an 8 hour time weighted average (need annual hearing test), as determined by noise survey. | EHSO | Annually | In-person or online |
| Hot work/Welding | Recommended for operators, installers, servicers of oxy-fuel, and welding/cutting equipment. Employee should be skilled and experienced in hot work. Certification programs available locally. | Various | As needed. *Should also complete UH Fire Safety and Extinguisher training. | Contact vendor |
| Laboratory Safety | Required for employees working with hazardous chemicals in a research laboratory. | EHSO | Initial (EHSO) and annual (Supervisor) | In -erson or online |
| Ladder Safety | Information about working with ladders safely. | EHSO | One-time | In-person or online |
| Laser Safety | Anyone who operates laser equipment or is exposed to laser radiation | EHSO | One-time | In-person or online |
| Lead Awareness | General information on hazards when working with lead and how to minimize exposure during maintenance activities. | EHSO | As needed | In-person or online |

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| LOTO (affected) | Specific information about locking/tagging out equipment being maintained, repaired or removed involving all types of energy. This training informs staff that are directly affected by LOTO activities. Facility should have a LOTO program in place. | EHSO or Supervisor | One-time. Retraining required when hazards change. | In-person or online |
| LOTO (authorized) | Specific information about locking/tagging out equipment being maintained, repaired or removed involving all types of energy. This training qualifies staff to LOTO equipment. Facility should have a LOTO program in place. | EHSO or Supervisor | One-time. Retraining required when hazards change. | In-person or online |
| Machine Guarding/Power Tools | General information on the various hazards of mechanical motion and techniques for protecting workers | EHSO or Supervisor | As needed | In-person or online |
| Personal Protective Equipment | General information on basic PPE as a tool for protecting workers | EHSO or Supervisor | As needed | In-person or online |
| Powered Press | General information and safe work practices for employees that use powered presses. | EHSO or Supervisor | As needed | In-person or online |
| Radiation Safety | Required for personnel who work with or around radioactive materials or with radiation producing machines. | EHSO | Initially, and annual refresher. | In person (initial) and Online (refresher) |
| Respiratory Protection | Required for those who doing work that requires the use of a respirator. | EHSO | Initially, and annual refresher. | In person (initial) and Online (refresher) |
| Scaffolding | Safe operating procedures of scaffolds | Safety Systems | One-time. Retraining required when hazards changed. | http://www.ssshinc.com/t/training-and-knowledge/classes-and-seminars/scaffolding |
| Storm Drain Awareness | General Information on preventing illicit discharge into the storm water drain system. Required for all employees who work around storm drains in their job duties (janitorial, groundskeeper, facilities & maintenance staff, etc). | EHSO | One-time | In-person or online |