

# OSHA Training Requirements

*(Editor's Note: This list includes training requirements for activities often exercised on golf courses. There are additional activities that may have training requirements under OSHA regulations. For complete information on the regulations cited in this publication, review the cited regulation in the designated CFR. For training requirements not cited in this publication, refer to Training Requirements in OSHA Standards and Training Guidelines.)*

\* \* \* \*

## Employee Emergency Plans and Fire Prevention Plans (29 CFR 1910.38)

**Minimum requirements:** (1) Escape procedures and routes; (2) procedures to be followed by employees who remain to operate critical plant operations before they evacuate; (3) accounting system for all employees after evacuation; (4) rescue and medical duties for designated employees; (5) preferred means for reporting fires and other emergencies, (6) names or job titles for individuals who can be contacted for further information.

**Training requirements:** (1) Employees designated must be trained to assist in an orderly and safe evacuation; (2) must be trained when the plan is developed, whenever the employees duties change and whenever the plan is changed; (3) all newly hired employees covered by the plan must be trained on the parts of the plan that protect that employee in the event of an emergency.

**Minimum requirements:** List of workplace fire hazards to include (a) proper handling and storage procedures, (b) potential ignition sources and their control procedures and (c) types of fire protection equipment; (2) persons responsible for fire prevention equipment; (3) persons responsible for control of fuel source hazards.

**Training requirements:** (1) Inform employees of the fire hazards they will be exposed to; (2) review upon initial assignment those parts of the fire prevention plan the employee must know in the event of an emergency.

## Hearing Protection (29 CFR 1910.95)

**Minimum requirements:** The employer shall administer a continuing, effective hearing conservation program whenever employee noise exposures equal or exceed an 8-hour time-weighted average sound level (TWA) of 85 decibels.

**Training requirements:** (1) Institute a training program and ensure that all employees participate; (2) repeat training annually; (3) ensure that each employee is informed of (a) effects of noise on hearing, (b) purpose of hearing protectors including types, selection, fitting, use and care, and (c) purpose of audiometric testing.

## Accident Prevention Signs and Tags (29 CFR 1910.145)

**Training requirements:** (1) All employees shall be instructed that danger signs indicate an immediate danger and that special precautions are necessary; (2) all employees shall be instructed that caution signs indicate a possible hazard against which proper precautions are necessary, (3) safety instructions signs shall be used where there is a need for general instructions and suggestions relative to safety measures.

## Medical Services and First Aid (29 CFR 1910.151)

**Minimum requirements:** (1) The employer shall ensure the ready availability of medical personnel for advice and consultation on matters of plant health; (2) in the absence of an infirmary, clinic, or hospital in the near proximity of the workplace which is used for the treatment of all injured employees, a person or persons shall be adequately trained to render first aid; (3) where the eyes and body of any person be exposed to corrosive materials, suitable facilities for quick drenching or flushing of the eyes and body shall be provided within the work area for immediate emergency use.

**Training requirements:** Person or persons shall be  
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trained to render first aid in the absence of an infirmary, clinic or hospital in the near proximity of the workplace.

## Portable Fire Extinguishers (29 CFR 1910.157)

**Program options:** (1) Evacuate all employees; (2) permit designated employees to fight fires and evacuate all others; (3) all employees are permitted to use portable fire extinguishers to fight fires.

**Training requirements:** (1) education program must include (a) general principles of fire extinguisher use, (b) hazards involved with incipient stage fire fighting, (c) how to recognize what type of fire is being fought, (d) selection of appropriate equipment (e) when to leave fire suppression to more experienced fire fighters; (2) training must be scheduled upon initial assignment and annually.

## Automatic Sprinkler Systems (29 CFR 1910.159)

**Training requirements:** (1) The employer shall designate trained persons to conduct all inspections required under this section; (2) inspections must include main drain flow test annually, inspector's test valve opened at least every two years and proper acceptance tests on a regular basis.

## Fixed Extinguishing Systems (29 CFR 1910.160)

**Training requirements:** The employer shall (1) train designated employees to inspect, maintain, operate, or repair fixed extinguishing systems and (2) review their training annually to keep them up-to-date.

## Fire Detection Systems (29 CFR 1910.164)

**Training requirements:** The employer shall (1) assure that the servicing, maintenance and testing of fire detection systems, including cleaning and necessary sensitivity adjustments are performed by a trained person and (2) assure the systems are tested and adjusted as often as needed.

## Servicing Multi-Piece and Single-Piece Rim Wheels (29 CFR 1910.177)

**Scope:** (1) Applies to the servicing of multi-piece and single-piece rim wheels used on large vehicles, tractors, trailers, buses and off-road machines; (2) does not apply to the servicing of rim wheels used on automobiles or on pick-up trucks and vans utilizing tires designated as "LT."

**Training requirements:** (1) Hazard and safety procedures – (a) correct procedures for servicing rim type being serviced, (b) safe operating procedures for each, (c) information contained in charts, rim manuals and this standard, (d) for illiterate employee, instructions on the contents of charts and rim manuals; (2) service of multi-rim wheels –

(a) demounting of tires (including deflation), (b) inspection and identification of rim wheel components, (c) mounting of tires, (d) use of restraining device or barrier, (e) handling of rim wheels, (f) inflation of tire when single-piece rim wheel is mounted on vehicle, (g) understanding of the necessity of standing outside trajectory, (h) installation and removal of rim wheels.

## Powered Industrial Trucks (29 CFR 1910.178)

**Scope:** (1) Applies to fork trucks, tractors, platform lift trucks, motorized hand trucks and other specialized industrial trucks powered by electric motors or internal combustion engines; (2) does not apply to compressed air or nonflammable compressed gas-operated industrial trucks, farm vehicles or vehicles intended primarily for earth moving or over-the-road hauling.

**Training requirements:** (1) only trained and authorized operators shall be permitted to operate a powered industrial truck; (2) methods shall be devised to train operators in the safe operation of powered industrial trucks.

## Oxygen-Fuel Gas Welding & Cutting (29 CFR 1910.253)

**Training requirements:** (1) Workmen in charge of oxygen or fuel-gas supply equipment, including generators, and oxygen or fuel-gas distribution piping systems shall be instructed by their employers for this important work before being left in charge; (2) rules and instructions covering the operation and maintenance of oxygen or fuel-gas supply equipment including generators, and oxygen or fuel-gas distribution piping systems shall be readily available.

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## Arc Welding and Cutting (29 CFR 1910.254)

**Training requirements:** (1) Machine hook-up; (2) proper grounding; (3) detection of leaks; (4) proper switching equipment for equipment shutdown; (4) manufacturer's instructions; (5) safe use of electrode holders; (6) electric shock prevention; (7) maintenance.

## Resistance Welding (29 CFR 1910.255)

**Training requirements:** Workmen designated to operate resistance welding equipment shall have been properly instructed and judged competent to operate such equipment.

## Electrical Safety-Related Work Practices (29 CFR 1910.332)

**Training requirements:** Employees shall be trained in and become familiar with the safety-related work practices required by 1910.331 through 1910.335 that pertain to their respective job assignments.

**Confined space:** Has limited or restricted means of entry or exit, is large enough for an employee to enter and perform assigned work and is not designated for continuous occupancy by the employee (examples: underground vaults, tanks, storage bins, pits and diked areas, etc.)

**Permit-required confined space:** One that meets the definition of a confined space and has one or more of these characteristics: (1) contains or has the potential to contain a hazardous atmosphere, (2) contains a material that has the potential for engulfing an entrant, (3) has an internal configuration that might cause an entrant to be trapped or asphyxiated by inwardly converging walls or by a floor that slopes downward and tapers to a smaller cross section, and/or (4) contains any other recognized serious safety or health hazard.

**Training:** Extensive training for all employees who are required to work in permit spaces is required. For complete details, talk with your local OSHA Consultation Project or OSHA office.

## The Control of Hazardous Energy (lockout/tagout) (29 CFR 1910.147)

An energy control program shall be put into place for the control of potentially hazardous energy. This is a detailed program and the regulation should be referenced for requirements.

## Hazard Communication Standard (29 CFR 1910.1200)

**Minimum requirements:** (1) List all hazardous chemicals in the workplace; (2) collect and catalog a material safety data sheet (MSDS) for each hazardous chemical; (3) ensure that all containers of hazardous chemicals are properly labeled; (4) develop a written program; (5) train

employees.

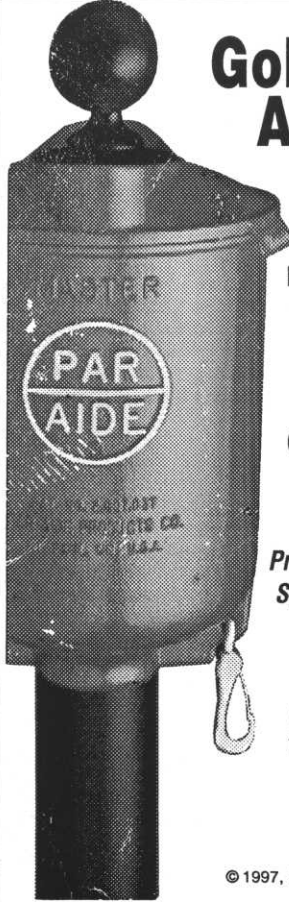
**Training requirements:** (1) Methods and observations that may be used to detect the presence or release of a hazardous chemical in the work area; (2) the physical and health hazards of the chemicals in the work area; (3) the measures employees can take to protect themselves for these hazards, including specific procedures the employer has implemented to protect employees from exposure to hazardous chemicals, such as appropriate work practices, emergency procedures, and personal protective equipment to be used; (4) the details of the Hazard Communication program developed by the employer, including an explanation of the labeling system and the material safety data sheet, and how employees can obtain and use the appropriate hazard information.

## Construction Training Requirements (29 CFR Part 1926)

Because many of you are responsible for various construction projects, please refer to the publication, *Training Requirements in OSHA Standards and Training Guidelines*, for specific training requirements.

**Excavation General Protection Requirements (29 CFR 1926.650)** is a very important regulation that any employee working on an excavation project needs to be thoroughly familiar with. Many states and counties have specific regulations addressing proper excavation procedures and permitting.

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## Golf Course Accessories

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## Roll-Over Protective Structures (ROPS) For Tractors Used in Agricultural Operations (29 CFR 1928.51)

**Training requirements:** (1) Every employee who operates an agricultural tractor shall be informed of the following operating practices and of any other practices dictated by the work environment. Such information shall be provided at the time of initial assignment and at least annually thereafter. (2) Employee operating instructions — (a) securely fasten your seat belt if the tractor has a ROPS, (b) where possible, avoid operating the tractor near ditches, embankments and holes, (c) reduce speed when turning, crossing slopes, and on rough, slick muddy surfaces, (d) stay off slopes too steep for safe operation, (e) watch where you are going, especially at row ends, on roads and around trees, (f) do not permit others to ride, (g) operate the tractor smoothly — no jerky turns, starts or stops, (h) hitch only to the drawbar or hitch points recommended by tractor manufacturers, (i) when tractor is stopped, set brakes securely and use park lock if available.

## Guarding of Farm Field Equipment, Farmstead Equipment, and Cotton Gins (29 CFR 1928.57)

**Training requirements:** At the time of initial assignment and at least annually thereafter, the employer shall instruct every employee in the safe operation and servicing of all covered equipment with which he is or will be involved, including at least the following safe operating practices: (1) keep all guards in place when the machine is in operation; (2) permit no riders on farm field equipment other than persons required for instruction or assistance in machine operation; (3) stop engine, disconnect the power source, and wait for all machine movement to stop before servicing, adjusting, cleaning or unclogging the equipment, except where the machine must be running to be properly serviced or maintained, in which case the employer shall instruct employees as to all steps and procedures which are necessary to safely service or maintain the equipment; (4) make sure everyone is clear of machinery before starting the engine, engaging power or operating the machine; (5) lock out electrical power before performing maintenance or service on farmstead equipment.

## Personal Protective Equipment (29 CFR 1910.132)

Hazard assessment and equipment selection:

1. The employer shall assess the workplace to determine if hazards are present, or are likely to be present, which necessitate the use of personal protective equipment (PPE). If such hazards are present or likely to be present, the employer shall:

(i) Select, and have each affected employee use, the types of PPE that will protect the affected employee from the haz-

ards identified in the hazard assessment;

(ii) Communicate selection decisions to each affected employee; and,

(iii) Select PPE that properly fits each affected employee.

2. The employer shall verify that the required workplace hazard assessment has been performed through a written certification that identifies the workplace evaluated; the person certifying that the evaluation has been performed; the date(s) of the hazard assessment, and which identifies the document as a certification of hazard assessment.

## Training

1. Each employer shall provide training to each employee who is required by this section to use PPE. Each such employee shall be trained to know at least the following:

(i) When PPE is necessary;

(ii) What PPE is necessary,

(iii) How to properly don, doff, adjust and wear PPE;

(iv) The limitations of the PPE and;

(v) The proper care, maintenance, useful life and disposal of the PPE.

2. Each employee shall demonstrate an understanding of the training specified in this paragraph and the ability to use PPE properly, before being allowed to perform work requiring the use of PPE.

3. Repeat training when:

(i) Changes in the workplace render previous training obsolete, or

(ii) Changes in the types of PPE to be used render previous training obsolete or

(iii) Inadequacies in an affected employee's knowledge or use of assigned PPE indicates that the employee has not retained the requisite understanding or skill.

4. The employer shall verify that each affected employee received and understood the required training through written certification that contains the name of each employee trained, the date(s) of training, and that identifies the subject of the certification.

## OSHA Consultation

Consultation programs provide free services to employers who request help in identifying and correcting specific hazards, want to improve their safety and health programs and/or need further assistance in training and education. Funded by OSHA and delivered by well-trained professional staff of state governments, consultation services are comprehensive, and include an appraisal of all workplace hazards, practices and job safety and health programs; conferences and agreements with management; assistance in implementing recommendations and a follow-up appraisal to ensure that any required corrections are made.

For more information on consultation programs, contact the appropriate office in your state:

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