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**Training Applicability Checklist**

*This checklist is to be used by employees (as well as supervisors and departmental Additional Duty Safety Officers) to determine the Risk Management training that will be required based on the specific tasks and activities the employee will be conducting. Provide a copy of this form to Risk Management so the required training database can be updated. Please contact Matt Moustakas at x2924 if you have any questions or need assistance with this form.*

Employee Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Position/Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Department: \_\_\_\_\_\_\_\_\_\_

TWU Email Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Supervisor Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_­­­­­­­\_\_\_

|  | Task/Activity | Required Training |
| --- | --- | --- |
|  | Will you be working on campus or visiting campus regularly? Only those who are rarely on campus are exempt from this training. | Fire Safety/Evacuation |
|  | Will you be working at the Denton campus? | Storm Water Pollution Prevention |
|  | Will you work with or potentially be exposed to any hazardous chemicals/materials? “Potentially exposed” generally includes visiting labs/shops/studios or similar areas as part of your employment. | Hazard Communication |
|  | Will you work with chemicals in a laboratory? | Chemical Hygiene/Lab Safety |
|  | Will you be exposed to blood or other potentially infectious materials (custodians, health care faculty/staff, exposed lab workers, etc.)? | Bloodborne Pathogens |
|  | Will you be exposed to fall hazards of greater than 4 feet in height (includes anytime you are working near an edge without a proper handrail)? | Fall Protection |
|  | Will you ever need to use a ladder (including step ladders, extension ladders or ladders attached to walls)? | Ladder Safety |
|  | Will you work at the Denton campus **and** handle bulk quantities of oils (including petroleum, animal, and vegetable), or oversee oil-handling contractors, including delivery of fuels and oil, or could you be called on to respond to an oil leak or spill? | Spill Prevention, Control, & Countermeasures (SPCC) |
|  | Will you generate or handle hazardous wastes of any kind (generally includes lab/shop/studio wastes)? | Hazardous Waste Management |
|  | Will you be exposed to loud noises on a consistent basis (Examples include landscaping employees and some facilities personnel)?  | Hearing Conservation |
|  | Will you need to operate forklifts, powered pallet jacks, order-picker trucks, or any other motorized material handling equipment? | Powered Industrial Trucks |
|  | Will you conduct live electrical work or be exposed to shock hazards over 50 volts?  | Electrical Work Safety |

|  | Task/Activity | Required Training |
| --- | --- | --- |
|  | Will you conduct maintenance or service activities on equipment or systems where potential exposure to any energy source exists? If you maintain or repair equipment of any kind this likely applies to you. | Lockout/Tagout (Hazardous Energy Control) |
|  | Will you work with radiological materials or equipment that generates ionizing radiation?  | Radiation Safety |
|  | Will you ever ship or receive from a transporter hazardous materials (includes most chemicals) or hazardous waste? | Department of Transportation (DOT) Hazardous Materials |
|  | Will you be required to wear a respirator or dust mask for any reason? This generally does not include surgical-type masks that are not tight fitting, but includes all other dust masks if you are required to wear them. | Respiratory Protection |
|  | Will you enter or work around potential “confined spaces”? A confined space is defined as a space you can bodily enter but which has limited means of egress and is not designed for continuous occupancy. | Confined Space Entry |
|  | Will you be handling, preparing or serving food of any kind? | Food Safety |