

## Training Matrix | IT Telecommunications and Network Services<sup>1</sup>

Name: \_\_\_\_\_ Job Title: \_\_\_\_\_ Year: \_\_\_\_\_

This matrix outlines the required and recommended environmental, health, and safety training for your job. Online training and registration for in-person training offered by Environmental Health and Safety can be found on [myHR Learn](#). Courses that are automatically assigned in myHR Learn are denoted with an asterisk.

Course	Regulatory Authority	Recommended or Required/Frequency	Completion Date
Asbestos	29 CFR 1910.1001	<a href="#">In-Person</a> required initially and annually thereafter	
Back Injury Prevention		<a href="#">Online*</a> required for all initially and periodically thereafter	
Bloodborne Pathogens	29 CFR 1910.1030	<a href="#">Online*</a> required if First Aid/CPR certified initially and annually thereafter, and recommended for all others initially and then periodically thereafter	
Cold Stress in the Workplace		<a href="#">Online*</a> recommended for all initially and periodically thereafter	
Confined Spaces: Awareness	29 CFR 1910.146	<a href="#">Online*</a> recommended for all initially and periodically thereafter	
Confined Spaces: Authorized Entrants, Attendants, and Supervisors (theory – classroom)	29 CFR 1910.146	<a href="#">In-Person</a> required initially, conditionally (i.e., new job, responsibility, workplace changes, post-incident, and supervisor discretion), and every 3 years thereafter	
Control of Hazardous Energy (Lockout/Tagout)	29 CFR 1910.147	<a href="#">Online*</a> recommended for all initially, conditionally (i.e., change in work assignment, machines/equipment, or LOTO procedure), and periodically thereafter	
Electrical	29 CFR 1910 Subpart S	<a href="#">Online*</a> required for all initially and periodically thereafter	
Emergency Evacuations	29 CFR 1910.38	<a href="#">Online*</a> required for all initially and annually thereafter; In-Person <sup>2</sup> fire drills required at specific buildings annually and recommended at all others annually; In-Person <sup>3</sup> ad hoc training is available upon request	
Fall Protection: Awareness	29 CFR 1910.28	<a href="#">Online*</a> required for all initially and periodically thereafter	
Fire Extinguishers	29 CFR 1910.157	<a href="#">Online*</a> required for all initially and annually thereafter; <a href="#">In-Person</a> , hands-on recommended for all initially and annually thereafter	
First Aid and CPR/AED	29 CFR 1910.151	In-Person <sup>4</sup> recommended for all (at department's discretion) initially and every other year thereafter	

<sup>1</sup> For administrative and office staff, refer to the Administrative and Office Staff Training Matrix.

<sup>2</sup> Contact [Environmental Health and Safety](#) to schedule in-person fire drills.

<sup>3</sup> Contact [Environmental Health and Safety](#) to schedule in-person ad hoc training.

<sup>4</sup> Available from multiple sources, including [Research Safety](#).

# Northwestern

Course	Regulatory Authority	Recommended or Required/Frequency	Completion Date
Hand and Power Tools	29 CFR 1910 Subpart I	<a href="#">Online*</a> required for all initially, when there's a change in equipment, and periodically thereafter; In-Person <sup>5</sup> required for all initially and periodically thereafter	
Hazard Communication	29 CFR 1910.1200	<a href="#">Online*</a> required for all initially, when there's a new hazard, and annually thereafter; <a href="#">In-Person</a> required for Hazard Communication Coordinators initially and annually thereafter	
Heat Illness Prevention		<a href="#">Online*</a> required for all initially and periodically thereafter	
Job Hazard Analysis		<a href="#">Online*</a> recommended for all initially and periodically thereafter	
Laboratory Safety Awareness	29 CFR 1910.1450	Online <sup>6</sup> required for all who work in laboratories initially, and a refresher is required every 2 years thereafter	
Ladders	29 CFR 1910.23	<a href="#">Online*</a> required for all who use ladders initially and annually thereafter	
Mold and Mildew Awareness		<a href="#">Online*</a> required for all initially and periodically thereafter	
Office Ergonomics		<a href="#">Online*</a> recommended for all initially and periodically thereafter	
OSHA 10-Hour General Industry	29 CFR 1910	<a href="#">In-Person</a> recommended for all initially	
Pallet Jacks	29 CFR 1910.178	<a href="#">Online*</a> and In-Person <sup>7</sup> required for all who operate a pallet jack initially and every 3 years thereafter	
Personal Protective Equipment	29 CFR 1910 Subpart I	<a href="#">Online*</a> required for all initially, when there's a change in PPE use, and periodically thereafter	
Slips, Trips, and Falls	29 CFR 1910.22	<a href="#">Online*</a> recommended for all initially and periodically thereafter	
Working with Non-Human Primates	NU CCM Policy	In-Person <sup>8</sup> required for all who work in proximity to non-human primates in CCM Labs initially and annually thereafter	

<sup>5</sup> Certain tools (e.g., powder-actuated tools) require specialized tool-specific training, which is often times provided by the manufacturer. Contact [Environmental Health and Safety](#) for more details.

<sup>6</sup> Contact [Research Safety](#) for details.

<sup>7</sup> Contact [Environmental Health and Safety](#) to schedule in-person training.

<sup>8</sup> Provided by CCM. Contact [Michael Ostrowskyj](#) or [Danielle Stephens](#) to schedule training.