

Training Matrix | Professional Shop¹

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	Online recommended for all initially and periodically thereafter	
Back Injury Prevention		Online* required for all initially and periodically thereafter	
Behavior-Based Safety		Online* recommended for all initially and periodically thereafter	
Bloodborne Pathogens	29 CFR 1910.1030	Online* required if First Aid/CPR certified initially and annually thereafter, and recommended for all others initially and then periodically thereafter	
Combustible Dust in the Workplace		Online* required for all initially and periodically thereafter	
Compressed Gas	29 CFR 1910.101	Online* required for all initially and periodically thereafter	
Control of Hazardous Energy (Lockout/Tagout)	29 CFR 1910.147	Online* required for all initially, conditionally (i.e., change in work assignment, machines/equipment, or LOTO procedure), and periodically thereafter; In-Person ² required for all initially and periodically thereafter	
Electrical	29 CFR 1910 Subpart S	Online* required for all initially and periodically thereafter	
Emergency Evacuations	29 CFR 1910.38	Online* required for all initially and annually thereafter; Online Warden required for designated wardens initially and annually thereafter, and recommended for all others initially and annually thereafter; In-Person ³ fire drills required at specific buildings annually and recommended at all others annually; In-Person ⁴ ad hoc training is available upon request	
Fire Extinguishers	29 CFR 1910.157	Online* required for all initially and annually thereafter; In-Person , hands-on required for all who perform hot work and recommended for all others initially and annually thereafter	
First Aid and CPR/AED	29 CFR 1910.151	In-Person ⁵ recommended for all (at department's discretion) initially and every other year thereafter	
Flammable and Combustible Liquids	29 CFR 1910.39	Online* required for all initially and periodically thereafter	

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

² Contact [Environmental Health and Safety](#) to schedule in-person training.

³ Contact [Environmental Health and Safety](#) to schedule in-person fire drills.

⁴ Contact [Environmental Health and Safety](#) to schedule in-person ad hoc training.

⁵ 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	Online* required for all initially, when there's a change in equipment, and periodically thereafter; In-Person ⁶ required for all initially and periodically thereafter	
Hazard Communication	29 CFR 1910.1200	Online* required for all initially, when there's a new hazard, and annually thereafter; In-Person required for Hazard Communication Coordinators initially and annually thereafter	
Hot Work Permit Requirements	29 CFR 1910 Subpart Q	Online required for all who review and approve hot work permits initially and periodically thereafter	
Incident Investigation		Online recommended for all initially and periodically thereafter	
Industrial Ergonomics		Online* recommended for all initially and periodically thereafter	
Machine Guarding	29 CFR 1910 Subpart O	Online* required for all initially and annually thereafter	
Office Ergonomics		Online* recommended for all initially and periodically thereafter	
Pallet Jacks	29 CFR 1910.178	Online* and In-Person ⁷ required for all initially and every 3 years thereafter	
Personal Protective Equipment	29 CFR 1910 Subpart I	Online* required for all initially, when there's a change in PPE use, and periodically thereafter	
Respirable Crystalline Silica (RCS)	29 CFR 1910.1053	Online required for all with potential exposure initially and periodically thereafter, and recommended for all others initially and periodically thereafter	
Resource Conservation and Recovery Act	40 CFR 239-282	Online* required for all initially and annually thereafter; In-Person required for all who coordinate hazardous waste pick-up sites initially and annually thereafter	
Respiratory Protection	29 CFR 1910.134	Online required for all initially and annually thereafter; In-Person ⁸ required for all who wear a respirator initially, any time there's a new hazard, and annually thereafter	
Slips, Trips, and Falls	29 CFR 1910.22	Online* recommended for all initially and periodically thereafter	
Welding, Cutting, and Brazing (Hot Work)	29 CFR 1910 Subpart Q	Online required for all who operate welding, cutting, or brazing equipment initially and periodically thereafter	

⁶ 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.

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

⁸ Contact [Environmental Health and Safety](#) to schedule a medical evaluation and/or respirator-specific training/fit testing.