

Training Matrix | Wirtz Costume Shop

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
Back Injury Prevention		Online* required for all initially and periodically thereafter	
Bloodborne Pathogens	29 CFR 1910.1030	In-Person ¹ required for all initially and annually thereafter	
Electrical	29 CFR 1910 Subpart S	Online recommended for all initially and periodically thereafter	
Emergency Evacuations	29 CFR 1910.38	Online* required for all initially and annually thereafter; Online Warden (CH) or Online Warden (EV) required for designated wardens initially and annually thereafter, and recommended for all others initially and annually thereafter; In-Person ² fire drills required at specific buildings annually and recommended at all others annually; In-Person ³ 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 recommended for all initially and annually thereafter	
First Aid and CPR/AED	29 CFR 1910.151	In-Person ⁴ required for all initially and every other year thereafter	
Flammable and Combustible Liquids	29 CFR 1910.39	Online* 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	
Incident Investigation		Online recommended for all supervisors initially and periodically thereafter	
Industrial Ergonomics		Online* recommended for all initially and periodically thereafter	
Job Hazard Analysis		Online recommended for all supervisors initially and periodically thereafter	
Ladders	29 CFR 1910.23	Online* required for all who use ladders initially and annually thereafter	
Occupational Noise Exposure	29 CFR 1910.95	Online* required for all initially and annually thereafter	

¹ Wirtz Shops receive this training from an outside vendor during first aid/CPR training. Contact your supervisor for more information.

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

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

⁴ Wirtz Shops receive this training from an outside vendor. Contact your supervisor for more information.

Northwestern

Course	Regulatory Authority	Recommended or Required/Frequency	Completion Date
Office Ergonomics		Online* recommended for all initially and periodically 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	
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 ⁵ 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	

⁵ Contact [Environmental Health and Safety](#) to schedule a medical evaluation and/or respirator-specific training/fit testing.