

Standards of Practice Manager's EH&S Training Needs Assessment

Employee Name:	Department:
PI/Manager/Area Supervisor:	Date:

Purpose: It is important to train employees on the potential EH&S hazards they may be exposed to in the course of their work. This is especially important when onboarding a College of Agriculture (COA) new employee and at any time when an employee's job duties change, possibly exposing them to new risks within their workplace.

Scope: All K-State COA new employees and employees whose job duties have changed need to participate in EH&S training based on the risks they encounter in their workplace.

Deliverable: After you have checked the box(s) that apply to the employee, click **Submit** (agsafe@ksu.edu) at the end of this document. You and your Departmental EH&S Coordinator will be provided an e-mail with linkages to the required training for your new employee or an employee whose job duties have changed.

Consequences of Deviation: Not knowing what the acceptable safe work practices are or not following them when working in an office, lab or on a field site exposes the employee and possibly others to a greater risk of injury and damage to the environment.

<input checked="" type="checkbox"/>	Hazard Assessment (The EH&S Office and the Departmental EH&S Coordinator will facilitate this process.)
<input type="checkbox"/>	1. Risk Assessment: Assess the hazard(s), specifically work practices and the work conditions
<input type="checkbox"/>	2. Job-Specific Risk Assessments: Job Safety Analysis (JSA) <input type="checkbox"/> ; Personal Protective Equipment (PPE) <input type="checkbox"/>
<input type="checkbox"/>	3. Risk Priority: Rank the hazards based on individuals exposed, likelihood of occurrence, severity, etc.
<input type="checkbox"/>	4. Risk Mitigation: Actions focused on eliminating or reducing the risk
<input checked="" type="checkbox"/>	Laboratory/Chemical Safety
<input type="checkbox"/>	5. Lab Setting: Use hazardous materials in the laboratory (this includes oils, solvents, paints, gases, etc.)
<input type="checkbox"/>	6. Non-Lab Setting: Use hazardous materials in a workplace other than a laboratory (field sites, shops, etc.)
<input type="checkbox"/>	7. Waste Management: Generate hazardous waste in the course of work
<input type="checkbox"/>	8. Ship or Transport: Prepare to ship or transport any quantity of hazardous materials
<input type="checkbox"/>	9. Pesticide Use: Use or supervise those that use agricultural pesticides
<input type="checkbox"/>	10. Maintenance or Service: Enter laboratory to maintain or service equipment
<input type="checkbox"/>	11. Emergency Response: Train in spill clean-up procedures
<input checked="" type="checkbox"/>	Biological Safety and Bloodborne Pathogens
<input type="checkbox"/>	12. Bloodborne Pathogens: Risk of exposure to blood and bodily fluids
<input type="checkbox"/>	13. BSL Containment: Use or supervise a laboratory requiring containment: BSL1 <input type="checkbox"/> ; BSL2 <input type="checkbox"/> ; BSL3 <input type="checkbox"/>
<input type="checkbox"/>	14. Select Agents: Work with select agents
<input type="checkbox"/>	15. Sharps: Use and disposal in approved sharps containers
<input type="checkbox"/>	16. Maintenance or Service: Enter BSL1, BSL2, or BSL3 laboratory to maintain or service equipment
<input checked="" type="checkbox"/>	Animal Handling
<input type="checkbox"/>	17. Animal Behavior: Understand behavior to avoid accidents
<input type="checkbox"/>	18. Animal Handling: Come in physical contact with any animal species and their bedding or holding areas
<input type="checkbox"/>	19. Asthma and Allergies: Risk of exposure to danger, fur, body waste and saliva
<input type="checkbox"/>	20. Work Conditions: Ventilation, traction, proper access for animals and people, escape routes for handlers
<input checked="" type="checkbox"/>	Motorized Equipment
<input type="checkbox"/>	21. Mobile Aerial Lifts: Operate a mobile aerial lift, scissor lift, boom lift, etc.
<input type="checkbox"/>	22. Forklift: Operate a forklift, battery powered pallet jack, or other material handling equipment
<input type="checkbox"/>	23. Skid-Steer Loader: Operate a skid-steer loader
<input type="checkbox"/>	24. ATV Vehicles: Operate an ATV vehicle
<input type="checkbox"/>	25. Agricultural Equipment: Operate a tractor, combine, backhoe, baler, farm truck, mower, etc.
<input type="checkbox"/>	26. Unmanned Aerial Vehicles (UAV): Use of UAVs in the conduct of work

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<input checked="" type="checkbox"/>	Specialized Tasks
<input type="checkbox"/>	27. Excavation: Trenching (digging below four feet below grade)
<input type="checkbox"/>	28. Fall Protection: Work or supervise those that perform elevated work greater than four feet above work area surface
<input type="checkbox"/>	29. Confined Space: Entry or supervise those who work in confined spaces, e.g., tanks, grain bins, animal waste areas
<input type="checkbox"/>	30. Hot Work: Weld, cut or solder with a torch, braze, or grind
<input type="checkbox"/>	31. Ladder Work: Use or supervise those who work on portable ladders
<input type="checkbox"/>	32. Lock and Tag Out: LOTO hazardous energy sources
<input type="checkbox"/>	33. Electrical Safety: Exposure to electrical hazards
<input type="checkbox"/>	34. Power Tool Safety: Use or supervise the use of electrical powered tools
<input type="checkbox"/>	35. Machine Guarding: Use or supervise the use of industrial equipment
<input type="checkbox"/>	36. Compressed Gases: Work with or use compressed gases
<input type="checkbox"/>	37. Asbestos: Conduct work that could disturb asbestos containing materials
<input type="checkbox"/>	38. Fume Hood: Conduct work in a chemical fume hood
<input type="checkbox"/>	39. Fire Extinguisher: Use portable fire extinguisher for incipient fires
<input type="checkbox"/>	40. Human Factors: Tools and equipment are ergonomically designed to conform to the worker
<input checked="" type="checkbox"/>	Personal Safety
<input type="checkbox"/>	41. Eye Protection: The potential for chemical splash or airborne materials requires the use of goggles
<input type="checkbox"/>	42. Hearing Protection: Work in an environment with excessive noise greater than 85dBA TWA
<input type="checkbox"/>	43. Respirators: Airborne work exposure requires the use of a respirator (N95, half-face, PAPR, etc.)
<input type="checkbox"/>	44. Gloves: Work exposure requires the use of gloves selected based on their correct type and protection level
<input type="checkbox"/>	45. Head: Work requires the use hard hats or bump caps
<input type="checkbox"/>	46. Coveralls: Work requires the donning of chemical resistive coveralls
<input type="checkbox"/>	47. Foot: Work requires the wearing of protective shoes or chemical resistive boots
<input type="checkbox"/>	48. Medical Surveillance: Medically cleared to wear a respirator in a hazardous work environment
<input checked="" type="checkbox"/>	Physical Demand Criteria
<input type="checkbox"/>	49. Work Acclimatization: Adapt to the new job physical demands and environmental conditions
<input type="checkbox"/>	50. Lifting, Carrying, Pushing, and Pulling: Light (10-20 lbs.) <input type="checkbox"/> ; Medium (25-50 lbs.) <input type="checkbox"/> ; Heavy (50-100 lbs.) <input type="checkbox"/>
<input type="checkbox"/>	51. Thermal Stress: Work in environments where high heat or cold is present
<input type="checkbox"/>	52. Elevated Work: Climb and work at elevation
<input type="checkbox"/>	53. Computer Use: Use a computer or other activity requiring a high degree of repetitive motion
<input type="checkbox"/>	54. Vehicles: Use of state-owned vehicles
<input checked="" type="checkbox"/>	Environmental
<input type="checkbox"/>	55. Spill Prevention and Countermeasure Plan (SPCC): Responsibilities related to the storage of fuels/oils
<input type="checkbox"/>	56. Pollution Collection Devices (Bag Houses/Dust Collectors): Taking opacity readings
<input type="checkbox"/>	57. Waste Management: Manage the disposal of hazardous waste
<input checked="" type="checkbox"/>	Radiation Safety
<input type="checkbox"/>	58. Gauge User: Work with gauges that have a radioactive source
<input type="checkbox"/>	59. Radiation Safety: Work with radioactive materials
<input type="checkbox"/>	60. X-Ray Safety: Work with X-Ray producing devices

Submit

Clear