**This document is a reference for monthly risk-based and OSHA required training topics to provide to your employees.**

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| --- | --- | --- | --- | --- |
| *Month* | *Training topic* | *Reference* | *Training to include* | *Related resources* |
| *January* | Welding | 29 CFR 1910.252 to 1910.255 | * Safe welding practices such as inspection, how to ventilate, flammables, etc.
* Personal protective equipment to be worn
 | * [Tips for welding safety talk](https://www.compsourcemutual.com/knowledge-center/tips-for-welding-safety/)
* [Creating Safety In Welding Operations Video](https://safetysourceonline.com/video/creating-safety-in-welding-operations-4760/)
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| Lockout- tagout | 29 CFR 1910.147 | * Training on expected procedures
* Identify what should be locked and tagged and when
* Process of using locks and tags
 | * [Lockout tagout HVAC safety talk](https://www.compsourcemutual.com/knowledge-center/hvac-lockout-tagout-loto/)
* [Lockout/Tagout Video](https://safetysourceonline.com/video/lockouttagout-5030a-10-min/)
 |
| *February* | Lifting mechanics | Risk based | * Manual lifting is a last resort
* Lifting devices and machinery should be used when possible
* If manual lifting is necessary address proper lifting mechanics, team lifting, etc.
 | * [Dollies safety talk](https://www.compsourcemutual.com/knowledge-center/dollies-safety-talk/)
* [Back safety talk](https://www.compsourcemutual.com/knowledge-center/back-safety/)
* [Material handling on stairs and in tight spaces safety talk](https://www.compsourcemutual.com/knowledge-center/hvac-material-handling-on-stairs-and-tight-spaces/)
* [Back Safety: The Basics Video](https://safetysourceonline.com/video/back-safety-the-basics-ss1014de-11-min/)
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| HVAC Ergonomics | 29 CFR 1910-10.2 | * Cover appropriate posture and exercises to prevent musculoskeletal disorders
 | * [HVAC ergonomics safety talk](https://www.compsourcemutual.com/knowledge-center/hvac-ergonomics-safety-talk/)
* [Understanding Controlling Ergonomic Risk Factors Video](https://safetysourceonline.com/video/understanding-controlling-ergonomic-risk-factors-4761/)
 |
| *March* | First aid and CPR | 29 CFR 1910.151 | * Assessing the situation and recognizing an emergency
* Different scenarios that may be faced
* Steps to be taken and determining treatment
* Standard precautions
* Performing CPR
 | * [What to do in case of an incident safety talk](https://www.compsourcemutual.com/knowledge-center/what-to-do-in-case-of-an-incident-safety-talk/)
* [First Aid Video](https://safetysourceonline.com/video/emergency-first-aid-1058i-19-min-2/)
 |
| Emergency action plan | 29 CFR 1910.38 | * Identifying a primary individual to monitor weather conditions and inform employees of potential hazards
* Identifying a local storm shelter (with directions provided) in the event of anticipated hazardous weather
 | * [Emergency planning](https://www.compsourcemutual.com/knowledge-center/emergency-planning-safety-talk/)
* [Emergency Preparedness and Safe Evacuation Video](https://safetysourceonline.com/video/emergency-evacuation-procedures/)
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| *April* | Fall protection | 29 CFR 1926.503 | * Equipment needed for different types of work
* Effective use of equipment
* Inspecting equipment
* Maintenance and repair of defective or damaged equipment
 | * [Fall protection safety talk](https://www.compsourcemutual.com/knowledge-center/fall-protection-safety-talk-2/)
* [Fall Protection Video](https://safetysourceonline.com/video/fall-protection/)
 |
| Aerial lift | 29 CFR 1910.67 | * Steps to take prior to operation
* Training specific to equipment being used
* Safety expectations while operating lifts
 | * [Aerial lift safety talk](https://www.compsourcemutual.com/knowledge-center/aerial-lift-safety-talk/)
* [Aerial Lift Safety Video](https://safetysourceonline.com/video/aerial-lift-safety-ss1031be/)
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| *May* | Extreme temperatures | Risk based | * Include hazards and controls related to working in extreme heat conditions
 | * [Heat stress safety talk](https://www.compsourcemutual.com/knowledge-center/heat-stress-safety-talk-3/)
* [Heat Stress: Facts & Prevention Video](https://safetysourceonline.com/video/heat-stress-facts-and-prevention/)
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| *June* | Ladders  | 29 CFR 1926.1053 | * Proper ladder use
* Inspections
* Setting up a ladder
* Anchoring
* Safe positioning
* Considering ground or surface conditions etc.
 | * [Stepping up portable ladder safety talk](https://www.compsourcemutual.com/knowledge-center/stepping-up-your-portable-ladder-safety/)
* [Ladder Safety Video](https://safetysourceonline.com/video/ladder-safety-8019a-10-min/)
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| Confined space | 1. FR 1910.145
 | * Training on the safe performance of duties before initial assignment
* Before a change in assigned duties
* Upon a change in operations that presents a new hazard
* When there are deviations in procedures, and
* When employee knowledge is inadequate; written certification of training is required
 | * [Confined space HVAC safety talk](https://www.compsourcemutual.com/knowledge-center/confined-space-hvac-safety-talk/)
* [Confined Space Entry Video](https://safetysourceonline.com/video/confined-space-entry-ss1055he-10-min/)
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| *July* | Powered industrial trucks (Forklift) | 29 CFR 1910.178 | * Training specific to equipment being used
* Include training on securing, stacking, leveling, traveling with loads etc.
* Safety expectations while operating the equipment such as seat belt, speed, how to notify others while traveling, etc.
 | * [Tips for forklift safety talk](https://www.compsourcemutual.com/knowledge-center/tips-for-forklift-safety-2/)
* [Forklift Operator Training Video](https://safetysourceonline.com/video/forklift-operator-training-ss1024ge-18-min/)
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| *August* | Hazard Communication | 29 CFR 1910.1200 | * Training should include the use of safety data sheets (SDS)
* Personal protective equipment

Reading labels, tags or signs* Safe handling and use of material
 | * [Hazardous material HVAC safety talk](https://www.compsourcemutual.com/knowledge-center/hvac-hazardous-materials/)
* [Working with refrigerants safety talk](https://www.compsourcemutual.com/knowledge-center/hvac-working-with-refrigerants/)
* [Hazard Communications Video](https://safetysourceonline.com/video/hazardous-communications-english-1035ae/)
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| Personal protection equipment (PPE) | 29 CFR 1920.132 | * General and specific PPE utilized by employees during work tasks
 | * [Personal protective equipment safety talk](https://www.compsourcemutual.com/knowledge-center/personal-protective-equipment-safety-talk/)
* [PPE: Basic Training Video](https://safetysourceonline.com/video/ppebasic-training-1028b-12-min/)
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| *September* | Slips, trips, falls- same level | Risk based | * Effective footwear for the job
* Using appropriate housekeeping practices
* Considering weather conditions that can cause hazardous terrain
 | * [Common slip trip and fall hazards safety talk](https://www.compsourcemutual.com/knowledge-center/common-slip-trip-and-fall-hazards-safety-talk-2/)
* [Preventing Slips, Trips & Falls Video](https://safetysourceonline.com/video/preventing-slips-trips-falls-ss2222ae-14-mins/)
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| *October* | Hand and power tools | 29 CFR 1910.242 | * Inspection of equipment
* Maintenance
* Lockout/tagout procedures
* Personal protective equipment
 | * [Hand and power tools safety talk](https://www.compsourcemutual.com/knowledge-center/hand-and-power-tools/)
* [Hand & Power Tool Safety Video](https://safetysourceonline.com/video/hand-power-tool-safety-ss1094ie-10-min/)
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| Machine guarding | 29 CFR 1910.217 and 29 CFR 1920.218 | * Effective use of guarding on power tools and equipment such as air nail guns and power saws
 | * [Machine guarding safety talk](https://www.compsourcemutual.com/knowledge-center/hvac-machine-guarding/)
* [Hand and power tool guarding safety talk](https://www.compsourcemutual.com/knowledge-center/hand-and-power-tool-guarding/)
* [Machine Guarding & Conveyor Safety Video](https://safetysourceonline.com/video/machine-guarding-conveyor-safety-1003h-12-min/)
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| *November* | Driving | Risk based | * Defensive based training to cover hazards such as inclement weather, distracted driving etc.
 | * [Cell phone use while driving safety talk](https://www.compsourcemutual.com/knowledge-center/cell-phone-use-while-driving-safety-talk/)
* [Defensive driving safety talk](https://www.compsourcemutual.com/knowledge-center/defensive-driving/)
* [Severe weather safety talk](https://www.compsourcemutual.com/knowledge-center/severe-weather-safety-talk-2/)
* [Choices: Safe Driving Video](https://safetysourceonline.com/video/choices-safe-driving-1078ie/)
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| *December* | Bloodborne pathogens | 29 CFR 1910.1030 | * Risk and routes of exposure
* Personal protective equipment
* Following universal precautions
* Reporting procedures
 | * [Bloodborne pathogens safety talk](https://www.compsourcemutual.com/knowledge-center/bloodborne-pathogens-safety-talk-2/)
* [Bloodborne Pathogens: Know the Risk Video](https://safetysourceonline.com/video/bbp-know-the-risk-ss1027be/)
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| This list is not comprehensive - additional OSHA standards may apply to your workplace. Be sure to review OSHA's general industry standards (29 CFR 1910) for other requirements. In addition, section 5(a)(1) of the Occupational Safety and Health Act, known as the General Duty Clause, requires employers to provide their employees with a workplace that is free of recognized hazards likely to cause death or serious physical harm. |