**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* |
| *Week 1* | 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 safety talk](https://www.compsourcemutual.com/knowledge-center/lockout-tagout/)
 |
| *Week 2* | 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.
 | * [Tips for safe lifting- Meat Processing](https://www.compsourcemutual.com/knowledge-center/tips-for-safe-lifting-meat-processing/)
 |
| *Week 3* | Emergency action plan | 29 CFR 1910.38 | * Identifying a primary individual to monitor weather conditions and inform employees of potential hazards
* Cover procedures to be taken given any type of emergency event takes place
 | * [Emergency planning](https://www.compsourcemutual.com/knowledge-center/emergency-planning-safety-talk/)
 |
| *Week 4* | Ergonomics | 29 CFR 1910-10.2 | * Cover best practices
* Work area setup and design
* Proper movement and posture
 | * [Repetitive motion safety talk](https://www.compsourcemutual.com/knowledge-center/repetitive-motion-safety-talk/)
 |
| *Week 5* | 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/)
* [Working in the cold safety talk](https://www.compsourcemutual.com/knowledge-center/working-in-the-cold-safety-talk/)
 |
| *Week 6* | Cuts and lacerations | Risk based | * Safe handling and cleaning practices
* Personal protective equipment to be worn
* Maintenance of knives and blades
 | * [Lacerations and amputations- Meat Processing safety talk](https://www.compsourcemutual.com/knowledge-center/lacerations-and-amputations-meat-processing-safety-talk/)
 |
| *Week 7* | Pallet jacks | 29 CFR 1910.178 | * Training specific to equipment being used
* Include training on securing, stacking, leveling, traveling with loads etc.
 | * [Pallet jack safety talk](https://www.compsourcemutual.com/knowledge-center/pallet-jack-safety-talk/)
 |
| *Week 8* | 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
 | * [Chemical handling safety talk](https://www.compsourcemutual.com/knowledge-center/chemical-handling-safety-talk/)
* [Cleaning and disinfecting- Meat Processing safety talk](https://www.compsourcemutual.com/knowledge-center/cleaning-and-disinfecting-meat-processing-safety-talk/)
 |
| Personal protection equipment (PPE) | 29 CFR 1920.132 | * General and specific PPE utilized by employees during work tasks
 | * [Personal protective equipment- Meat Processing safety talk](https://www.compsourcemutual.com/knowledge-center/personal-protective-equipment-meat-processing-safety-talk/)
 |
| *Week 9* | 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/)
 |
| *Week 10* | 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/)
* [Band saw safety talk](https://www.compsourcemutual.com/knowledge-center/band-saw-safety-talk/)
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| *Week 11* | 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/)
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| *Week 12* | 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/)
 |
| 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. |