**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* | General safety  | Risk based | * Following safety policies and procedures
* Best safety practices
* Using appropriate personal protective equipment (PPE)
 | * [Safety awareness safety talk](https://www.compsourcemutual.com/knowledge-center/safety-awareness/)
* [Retail safety orientation video](https://safetysourceonline.com/video/retail-safety-orientation-ss11020ae/)
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| *February* | Emergency action plan | 29 CFR 1910.38 | * Cover emergency procedures
* Go over possible scenarios and response
* Cover specific fire prevention and response
 | * [Emergency planning safety talk](https://www.compsourcemutual.com/knowledge-center/emergency-planning-safety-talk/)
* [Retail emergency procedures/fire prevention video](https://safetysourceonline.com/video/emergency-procedures-fire-prevention-ss11024ae/)
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| *March* | Ladder safety | 29 CFR 1926.1060 | * Staff should understand how to properly use and inspect ladders and stepstools
* Never use chairs, desks or shelves in place of
* Proper step ladder use and set up
* Inspections
* Safe positioning
 | * [Portable step ladder safety talk](https://www.compsourcemutual.com/knowledge-center/portable-step-ladder-safety-talk/)
* [Retail ladder safety video](https://safetysourceonline.com/video/retail-ladder-safety-ss11025ae/)
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| *April* | Slips, trips and falls | Risk based | * Common slip, trip and fall hazards
* Avoiding slips, trips and falls
* Proper footwear
 | * [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 and falls video](https://safetysourceonline.com/video/preventing-slips-falls-5025a-10-min/)
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| *May* | Accident prevention | Risk based | * How our actions play a role in incidents
* Ways to change the outcome
 | * [The basics of safety talk](https://www.compsourcemutual.com/knowledge-center/the-basics-of-safety-toolbox-talk/)
* [Accidents: The people factor video](https://safetysourceonline.com/video/accidents-the-people-factor-ss2302ae/)
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| *June* | Workplace Harassment | Risk based | * Dealing with workplace harassment and violence
* De-escalation techniques
* Notifying and reporting procedures
 | * [Workplace violence safety talk](https://www.compsourcemutual.com/knowledge-center/workplace-violence-safety-talk/)
* [Parking lot safety talk](https://www.compsourcemutual.com/knowledge-center/parking-lot-safety-talk/)
* [Robbery safety talk](https://www.compsourcemutual.com/knowledge-center/robbery-safety-talk/)
* [Workplace harassment: Third party video](https://safetysourceonline.com/video/workplace-harassment-third-party-ss9115ae-9-min/)
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| *July* | General safety | Risk based | * Assessing hazards before beginning work
* Proactive measures to prevent accidents
 | * [Hazard awareness safety talk](https://www.compsourcemutual.com/knowledge-center/hazard-awareness-toolbox-talk/)
* [An extra effort for safety sake: Safety behavior video](https://safetysourceonline.com/video/an-extra-effort-for-safety-sake-safety-behavior-1065i-15-min/)
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| *August* | Safe lifting | 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 safety talk](https://www.compsourcemutual.com/knowledge-center/tips-for-safe-lifting-safety-talk/)
* [Ergonomics retail safety talk](https://www.compsourcemutual.com/knowledge-center/ergonomics-retail/)
* [Safe use of dollies safety talk](https://www.compsourcemutual.com/knowledge-center/safe-use-of-dollies-retail/)
* [Retail back injury prevention video](https://safetysourceonline.com/video/retail-back-injury-prevention-ss11021ae/)
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| *September* | 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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|  | Cut prevention | Risk based | * How to prevent cuts
* Safe knife handling practices
 | * [Knives safety talk](https://www.compsourcemutual.com/knowledge-center/2762/)
* [Retail cut prevention video](https://safetysourceonline.com/video/retail-cut-prevention-ss11026ae-5-min/)
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| *October* | 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/)
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| *November* | 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 safety talk](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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| *December* | Slips, trips and falls | Risk based | * Avoiding slips trips and falls due to housekeeping
* Required procedures
* Footwear
 | * [Housekeeping retail safety talk](https://www.compsourcemutual.com/knowledge-center/housekeeping-retail/)
* [Retail slips/trips, falls, housekeeping safety talk video](https://safetysourceonline.com/video/retail-slips-trips-falls-housekeeping-ss11022ae/)
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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. |