**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* | *Training to Include* | *Related Resources* |
| *January* | Safe Loading and Unloading | * Hazards to be aware of while securing and unloading * Assessing the load * Driver expectations | * [Loading and Unloading Liquefied Gas Safety Talk](https://www.compsourcemutual.com/resources/safety-library/loading-and-unloading-liquefied-gas-safety-talk/) |
| Driving | * Cell phone expectations while driving company vehicles * Behaviors to avoid | * [Cell Phone Use while Driving Safety Talk](https://www.compsourcemutual.com/knowledge-center/cell-phone-use-while-driving-safety-talk/) |
| *February* | Lifting Mechanics | * 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. * Preventing shoulder strain * Safely handling and moving tanks | * [Strain and Sprain Prevention while Loading and Unloading Safety Talk](https://www.compsourcemutual.com/resources/safety-library/strain-and-sprain-prevention-while-loading-and-unloading-safety-talk/) * [Dollies safety talk](https://www.compsourcemutual.com/knowledge-center/dollies-safety-talk/) * [Back safety talk](https://www.compsourcemutual.com/knowledge-center/back-safety/) |
| Driving | * How to properly adjust seating to be ergonomically correct * How to stay comfortable during the drive | * [Driving Ergonomics Safety Talk](https://www.compsourcemutual.com/resources/safety-library/driving-ergonomics-safety-talk/) |
| *March* | First Aid and CPR | * 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 Readiness Safety Talk](https://www.compsourcemutual.com/resources/safety-library/first-aid-readiness-safety-talk/) |
| Emergency Action Plan | * 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/) |
| *April* | Propane Safety and Compressed Cylinders | * Risks to be aware of when working with propane * How to address those risks * Safety when working with compressed gas cylinders | * [Propane Safety Talk](https://www.compsourcemutual.com/resources/safety-library/propane-safety-talk/) * [Compressed Gas Cylinder Handling Safety Talk](https://www.compsourcemutual.com/resources/safety-library/compress-gas-cylinder-handling/) |
| Fire and Explosion | * Preventing unwanted ignition * What protective measures are necessary | * [Fire and Explosion Safety Talk](https://www.compsourcemutual.com/resources/safety-library/fire-and-explosion-safety-talk/) |
| *May* | Extreme Temperatures | * Hazards and controls related to working in extreme heat conditions * The dangers of energy drinks | * [Heat stress safety talk](https://www.compsourcemutual.com/knowledge-center/heat-stress-safety-talk-3/) * [Signs and Prevention of Heat Stress Safety Talk](https://www.compsourcemutual.com/resources/safety-library/heat-stress-safety-talk-2/) * [The Hazards of Energy Drinks Safety Talk](https://www.compsourcemutual.com/resources/safety-library/the-hazards-of-energy-drinks/) |
| Driving | * Distracted driving examples * How to avoid those actions | * [Distracted Driving Safety Talk](https://www.compsourcemutual.com/resources/safety-library/distracted-driving-safety-talk/) |
| *June* | Ladders | * Proper ladder use * Inspections * Setting up a ladder * 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/) * [OSHA Ladder Safety Checklist](https://www.compsourcemutual.com/resources/safety-library/osha-ladder-safety-checklist/) |
| Driving | * Define primary goals of defensive driving * How to put steps into action | * [Defensive driving safety talk](https://www.compsourcemutual.com/knowledge-center/defensive-driving/) |
| *July* | Powered Industrial Trucks (Forklift) | * Training specific to equipment being used * Include training on securing, 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/) |
| *August* | Personal Protection Equipment (PPE) | * General and specific PPE utilized by employees during work tasks | * [Personal Protective Equipment Safety Talk](https://www.compsourcemutual.com/resources/safety-library/personal-protective-equipment/) |
| *September* | Hand and Power Tools | * 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/) |
| *October* | Slips, Trips and Falls – Same Level | * 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 Falls Safety Talk](https://www.compsourcemutual.com/resources/safety-library/falls-on-the-same-level/) |
| Driving | * Driving in severe weather * Precautions to consider | * [Severe weather safety talk](https://www.compsourcemutual.com/knowledge-center/severe-weather-safety-talk-2/) |
| *November* | Hazard Communication | * 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/resources/safety-library/chemical-handling-safety-talk/) |
| Driving | * Cover the signs of drowsy driving * How to prevent drowsy driving | * [Drowsy Driving Safety Talk](https://www.compsourcemutual.com/resources/safety-library/drowsy-driving/) |
| *December* | Respiratory Protection | * Different types of respirators and their use * How to select the appropriate respirator | * [Respiratory Protection Safety Talk](https://www.compsourcemutual.com/resources/safety-library/respiratory-protection-safety-talk/) |
| Driving | * Various lane merging scenarios * How to handle each possibility | * [Safe Lane Merging Safety Talk](https://www.compsourcemutual.com/resources/safety-library/safe-lane-merging-safety-talk/) |
| 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. | | | |