

Custodial Safety Training Topics

Back Injury Prevention
Basic First Aid
Beginning and Ending with Safety
Carpet Cleaning
Distractions on the Job
Driving Company Vehicles
Drugs Alcohol behind the Wheel
Drugs Alcohol in the Workplace
Emergency Action Response Plans
Emergency Evacuating Plans
Emergency Eyewash Showers
Fire Extinguisher Gauge How to Read and What to Do
Fire Extinguisher Use
First Aid for Choking
First Aid for Heart Attacks
First Aid for Muscle Strains
First Aid for Spinal Injuries
Forklift Safety Part A
From Head to Foot
Good Housekeeping
Hand Protection
Handtrucks
Hazard Communication
Horseplay on the Job
Importance of MSDS
Ladder Safety
Look Before You Lift
Looking Out for the Other Guy
Maintaining a Positive Attitude
Night Traffic Control
OSHA's Top Ten
Personal Hygiene
Protecting the Public
Safe Driving Techniques
Safe Footwear
Safe Handling of Gasoline
Safety is Everybody's Business
Safety Stripping Waxing Floors
Seatbelt Use
Sexual Harassment in the Workplace
Smoking on the Job
Solvents Degreasers
Stairway Safety
Stress in the Workplace
The 12 Deadliest Accidents
Violence in the Workplace
What to Do After a Crash
What to Do When an Injury Occurs
Window Cleaning Safety Part A
Working as a Team
Workplace Harassment

Engineer Safety Training Topics

First Aid for Lacerations
Eye Face Protection
Respiratory Protection Part A
Ladder Safety
Job Site Evaluation
Confined Spaces
First Aid for Seizures
Grounding Electric Tools
Saw Guards
Back Injury Prevention
Indoor Air Quality
Lockout Blockout Tagout
Circular Saws Skilsaws
Blood borne and other Pathogens
First Aid for Eye Injuries
Hazardous Waste Knowing Your Materials
Safe Practices for Sewer Drain Aigers
Looking Out for the Other Guy
Temporary Traffic Control Shoulder Work Part A
Belt Disk and Drum Sanders
Chemical Spill Clean Up Print Ops
Underground Utilities
Thinking About Safety
Avoid Unsafe Acts
Look Before You Lift
Safe Lifting and Carrying Techniques
Fall Protection Harnesses Belts Lines
Safe Use of Bench and Stand Grinders
Table Saws
Asbestos Part A
Slips Trips and Falls Part A
Gas Welding and Cutting
Hazard Communication
Arc Fault Haz Protection Training Haz
Boiler Care and Safety
Three Point Climbing Safety
Cell Phones and Distracted Driving
Carpenter Safety Part A OSHA group 1
Metal Lathe Safety
Machine Shop Safety
Band Saw Safety
Drill Press Safety
Powered Platform Man Lift Operations
Tagging Out of Service
Storage Handling Transport of Propane
Courtesy Professionalism on the Job
Extension Ladders
Natural Gas Safety
Cut Off Saws Part A
Work Ethics
Team Lifting 2 Man Lift
Vehicle Mounted Elevating and Rotating Work Platforms Part A

Ground Safety Training Topics

Forklift Safety Part A
Ladder Safety
What to Do When an Injury Occurs
Back Injury Prevention
Guidelines for Reading MSDS
Violence in the Workplace
Stress in the Workplace
Scissors Industrial Lifts Bucket Trucks
Training and Documentation Employees
1st Aid for Insect Stings and Spider Bites
First Aid for Eye Injuries
Working as a Team
Workplace Harassment
First Aid for Poisoning
Hand Tools
Fire Prevention
Powder Actuated Tools
Fire Prevention
Sod Cutters Walk Behind
Common Sense Safety
Safe Lifting and Carrying Techniques
Fall Protection Harnesses Belts Lines
Chain Saws
Trailer Towing Safety
Lawnmower Operations
Rotary Tiller Walk Behind
Tractor Safety
Loader Safety
Backhoe Safety
Sun Screen
Poison Oak Ivy
Sunburn
Sexual Harassment in the Workplace
Jackhammers
Brush Chipper Safety
Safe Handling Use of Herbicides
Emergency Eyewash Showers
Line Trimmers for Landscaping
Hand Digging Tool Safety
Horseplay on the Job
Tree-Climbing
Worker's Compensation
Working with OSHA
Wheelbarrow Safety
Chlorine Safety
Leaf Blower
Tree Felling Safety
Pick up Brooms
Hedge Trimmer Safety
Hay Fever Allergies
Extension Cords
Pesticide Soiled Clothing Laundering



Tailgate/Toolbox Safety Training

Safety Services Company-Safety Meeting Division, PO Box 6408 Yuma, AZ 85366-6408 Toll Free (866) 204-4786



Company Name: Somco Job Site Location: B7 FPO CSN

Date: 4/29/18 Start Time: _____ Finish Time: _____ Foreman/Supervisor: Justin

Topic 211: Drugs and Alcohol Behind the Wheel

Introduction: Alcohol, drugs, and driving do not mix. Any driver, who operates a vehicle while impaired, increases the chance of accidents, injuries, and death. Driving is serious business that requires the ultimate in skill and judgment — both of which are diminished through consumption of alcohol and drugs. These substances seriously reduce a driver's reflexes, physical control over the vehicle, and ability to recognize dangerous situations. These combined physical effects make the impaired driver a dangerous drive Even when one may not appear or feel under the influence, alcohol and drugs produce a false sense of confidence in driving ability.



There are many conditions that can affect a person's ability to drive even after one drink; for example, body weight, emotional state or physical condition. The best rule to follow is still: *If you are drinking or using controlled substances, do not drive.*



Along with your driver's license comes the obligation to drive responsibly. It is unlawful for any person who is under the influence of intoxicating liquor, any drugs, or toxic vapors to drive or be in actual physical control of any vehicle.

If a law enforcement officer administers an alcohol concentration (AC) test for driving under the influence of intoxicating liquor and it shows an alcohol concentration of 0.08 percent or more (0.04 in a commercial vehicle requiring a commercial driver license), the person's driving privileges will be suspended and withdrawn immediately. If one refuses to submit to or does not successfully complete any tests when they are arrested for driving under the influence, they will automatically lose their driving privileges. In some states, a person under 21 years of age is considered to be under the influence of intoxicating liquor or drugs if there is any alcohol concentration.



- **Suspension** — is the temporary removal of your driving privilege. It is an action that may be taken after a review of your driving record. The suspension remains in effect until application for reinstatement is made and approved. In addition to the reinstatement fee, you must pay the appropriate license application fee for your age group.
- **Revocation** — is the removal of your privilege to drive. It is required by law, upon conviction of certain driving offenses. Once your revocation period has ended, your driving privileges will remain revoked until an investigation is completed. The investigation is to determine that all withdrawal actions have ended, and that all statutory requirements are met. You will be required to pay the appropriate application fee and a reinstatement fee, and you may be required to file a Certificate of Insurance. A written, vision, and road test may also be required.

Driving Under the Influence (DUI) convictions include the following penalties:

- **DUI** — You may be jailed, subjected to fines, and your license will be suspended. You will also be required to undergo alcohol screening / education / treatment and may be ordered to perform community service.
- **Extreme DUI** — is the category of DUI applied to a person with an alcohol concentration of 0.15 or higher. You may be jailed, lose driving privileges with no eligibility for probation or suspended sentence, and subject to fines. You may be required to undergo screening / education / treatment and may be ordered to perform community service and equip any vehicle operated with a certified ignition interlock device.
- **Aggravated DUI** — You will probably be sent to prison. In addition to any other penalty required by law, your license will be revoked for a substantial length of time.
- **Driver Improvement** — refers to the process of identifying those who are not driving responsibly and either correcting their behavior or removing their privilege to drive. Persons who have been convicted of offenses which show disrespect for traffic laws, and a disregard for the safety of others are subject to sanctions. Each time a person is convicted or forfeits bail for a moving traffic violation, points are assessed against their permanent driving record. If too many points are accumulated within any 12-month period, one may be required to attend *Traffic Survival School*, or driving privilege may be suspended.
- **A certified ignition interlock device** — is a breath alcohol testing instrument connected to the ignition and power system of the vehicle. The driver blows into the device before attempting to turn the ignition. If the driver's alcohol level is above a certain level, the vehicle will not start. While the vehicle is operating, the driver must blow into the device at random intervals.



Conclusion: It is readily apparent that DUI convictions can greatly complicate a person's life. Along with the court imposed fees, fines, and increased insurance rates, it can also impede one's ability to earn a living by not being able to drive. Remember to use good sense and judgment when operating motor vehicles and *if you are drinking or using controlled substances, do not drive!*



Work Site Review

Work-Site Hazards and Safety Suggestions: _____

Personnel Safety Violations: _____

Employee Signatures:

(My signature attests and verifies my understanding of and agreement to comply with, all company safety policies and regulations, and that I have not suffered, experienced, or sustained any recent job-related injury or illness.)

Foreman/Supervisor's Signature: _____

These guidelines do not supersede local, state, or federal regulations and must not be construed as a substitute for, or legal interpretation of, any OSHA regulations.



Tailgate/Toolbox Safety Training

Safety Services Company-Safety Meeting Division, PO Box 6408 Yuma, AZ 85366-6408 Toll Free (866) 204-4786



Company Name: SIMCO Job Site Location: B7 FPO CSM
Date: 6/15/18 Start Time: _____ Finish Time: _____ Foreman/Supervisor: JUSTIN

Topic 285: Sexual Harassment in the Workplace

Introduction: Sexual harassment is a form of sex discrimination that violates Title VII of the Civil Rights Act of 1964. Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature constitutes sexual harassment when submission to, or rejection of, this conduct explicitly or implicitly affects an individual's employment, unreasonably interferes with an individual's work performance, or creates an intimidating, hostile, or offensive work environment.



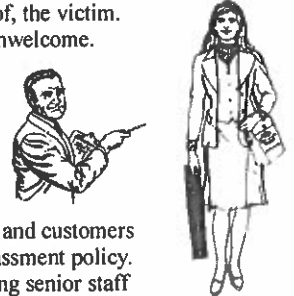
Sexual harassment can occur in a variety of circumstances, including but not limited to the following:

- The victim as well as the harasser may be a woman or a man. The victim does not have to be of the opposite sex.
- The harasser can be the victim's supervisor, an agent of the employer, a supervisor in another area, a co-worker, or a non-employee.
- The victim does not have to be the person harassed but could be anyone affected by the offensive conduct.
- Unlawful sexual harassment may occur without economic injury to, or discharge of, the victim.
- The harasser's conduct must be unwelcome.

It is important for the victim to directly inform the harasser that the conduct is unwelcome and must stop.

The victim should use any employer complaint process or grievance system available.

When investigating allegations of sexual harassment, the U. S. Equal Employment Opportunity Commission (EEOC) looks at the whole record. The circumstances, such as the nature of the sexual advances, and the context in which the alleged incidents occurred. A determination on the allegations is made from the facts on a case-by-case basis.



Following are guidelines and factors EEOC considers relevant to sexual harassment:

- **Workers must understand** what sexual harassment is and appreciate that employers and employees can be held liable if any personnel are engaged in sexual harassment.
- **Know that any unwelcome** sexual activity tied to employment decisions or benefits is sexual harassment.
- **Recognize that sexual harassment** may include jokes, vulgar language, sexual innuendoes, pornographic pictures, sexual gestures, physical grabbing or pinching, and other unwelcome or offensive physical touching or contact.
- **Remember that every** sexual harassment charge is extremely serious.
- **Understand that employees** who comply with unwelcome sexual advances can still be victims of sexual harassment.
- **Realize that men** as well as women may be sexually harassed.
- **Understand that employees** may wait a while before lodging sexual harassment charges.
- **Issue and communicate** a strong company policy from the CEO/President against sexual harassment.
- **Provide a clear definition** of sexual harassment using examples of inappropriate behavior.
- **Review the policy** with all company personnel on a regular basis.
- **Discuss the policy** with all new employees.
- **Ensure that third-party** suppliers and customers are aware of company sexual harassment policy.
- **Establish procedures** by appointing senior staff personnel to oversee the implementation of the policy.
- **Supervisors and managers must** be trained to recognize and prevent sexual harassment.
- **Clearly outline procedures** to use in reporting sexual harassment.
- **Designate appropriate managers**, rather than a direct supervisor, to receive sexual harassment complaints.
- **Provide alternative routes** for filing complaints.
- **Company sexual harassment policy** must be enforced and employees who do bring charges are free from the threat of retaliation.
- **Investigate all** sexual harassment charges quickly and thoroughly and safeguard the rights of the accused.
- **Accurate records** of the investigation and findings must be maintained and immediate action must be taken when sexual harassment is suspected or discovered.
- **Ensure that any employee** found to have engaged in sexual harassment is disciplined appropriately.
- **Employees shall be safeguarded** from third-party, work-related sexual harassment.



Conclusion: Sexual harassment in the workplace presents an ongoing and growing risk to businesses. Prevention is the best tool to eliminate sexual harassment in the workplace. This requires an investment of time and personnel. Employers must take the steps necessary to prevent sexual harassment from occurring by clearly communicating to employees that sexual harassment will not be tolerated. This can be done by establishing an effective complaint or grievance process and taking immediate and appropriate action when an employee complains. In the end, however, these costs will be offset by significant savings in legal fees and health-care costs. Benefits include higher worker morale and increased productivity. A company only stands to gain if it takes a no-nonsense, hard-line position on sexual harassment. Follow these guidelines to avoid sexual harassment related situations.

Work Site Review

Work-Site Hazards and Safety Suggestions: _____

Personnel Safety Violations: _____

Employee Signatures:

(My signature attests and verifies my understanding of and agreement to comply with, all company safety policies and regulations, and that I have not suffered, experienced, or sustained any recent job-related injury or illness.)

[Handwritten signature]

Thomas Cobree

Jennifer Reptun

[Handwritten signature]

Steph Bzala

Foreman/Supervisor's Signature:

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Tailgate/Toolbox Safety Training

Safety Services Company-Safety Meeting Division, PO Box 6408 Yuma, AZ 85366-6408 Toll Free (866) 204-4786



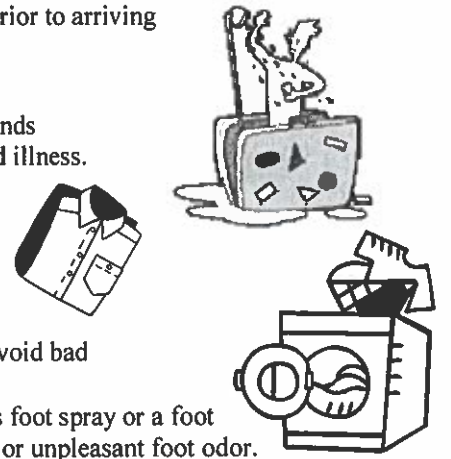
Company Name: Smcco Job Site Location: B7 FPO CSM
Date: 4/2/18 Start Time: _____ Finish Time: _____ Foreman/Supervisor: Justin

Topic 178: Personal Hygiene

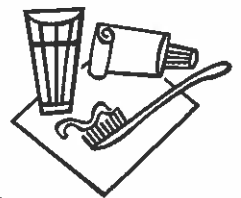
Introduction: Workplace safety has traditionally focused on issues such as behavior, thinking patterns, and planning. The ability of workers to recognize their place in the work environment is essential. How their thoughts and actions affect not only themselves but those around them is just as important. More and more, safety in the workplace has evolved to include topics such as indoor air quality, environmental tobacco smoke, and good housekeeping. These issues are predicated on how personal behaviors negatively affect the environment and those fellow workers who must share it as part of their job. As a result, personal hygiene must be included in discussions necessary to ensure a healthy, sanitary, and positive work environment.

Rules of Personal Hygiene: Workers should strive to do the following on a daily basis prior to arriving at the workplace:

- **Bathe or shower**, and wash hair daily.
- **Anti-bacterial soap** is excellent for bathing and is effective for cleaning minor wounds and skin abrasions. It also destroys bacteria which may be responsible for odors and illness.
- **Use an under-arm deodorant** or an after-shower body powder or talc powder daily to prevent offensive body odors.
- **Wear clean**, serviceable clothes and undergarments to the job-site every day. They may not stay that way but they should always begin that way.
- **Comb or brush** hair prior to arriving at the workplace.
- **Brush your teeth** at least twice a day. Use breath mints or gum during the day to avoid bad breath which is difficult for co-workers to endure.
- **Change your socks** daily and keep feet dry. By applying over-the-counter athlete's foot spray or a foot powder on a daily basis one can avoid the uncomfortable infection of athlete's foot or unpleasant foot odor.
- **Always do** a self-check for odors prior to entering the job-site. It will prevent embarrassment for yourself and anxiety by co-workers and supervisors who notice it.



Health issues of hygiene: Personal hygiene helps to maintain health as well as a positive image. By washing frequently bacteria and other infectious matter is removed which helps to prevent infection or spreading of material which may cause illness. Washing yourself and your clothing frequently also helps to prevent prolonged exposure to, or the spreading of, substances which may be health hazards such as chemicals, pesticides, or lead. By practicing good oral hygiene (brushing and flossing) tooth decay and other oral diseases are prevented.



Conclusion: By starting each day clean and fresh you promote a positive image of yourself and the company, as well as helping to maintain your health, and the health and happiness of your co-workers and family.

Work Site Review

Work-Site Hazards and Safety Suggestions: _____

Personnel Safety Violations: _____
Material Safety Data Sheets Reviewed: _____ (Name of Chemical)

Employee Signatures: _____
(My signature attests and verifies my understanding of and agreement to comply with, all company safety policies and regulations, and that I have not suffered, experienced, or sustained any recent job-related injury or illness.)

Jenny Deffen _____
Marcus Danuse _____
Thomas Capren _____
Justin _____

Foreman/Supervisor's Signature: _____
Justin _____
The first aid information provided is intended to be general in nature and is based upon the "best available" guidelines. No results, either general or specific are represented or guaranteed. These guidelines do not supercede local, state, or federal regulations and must not be construed as a substitute for, or legal interpretation of, any OSHA regulations.



Tailgate/Toolbox Safety Training

Safety Services Company-Safety Meeting Division, PO Box 6408 Yuma, AZ 85366-6408 Toll Free (866) 204-4786



Company Name: SMCCV Job Site Location: 37 FPO CSM
Date: 5/25/18 Start Time: _____ Finish Time: _____ Foreman/Supervisor: JUSTIN

Topic 115: Deadliest Accidents and Fatality Rates

Introduction: Accidents in the workplace are inevitable yet foreseeable. According to the National Census of Fatal Occupational Injuries in 2007, a total of 5,488 fatal work injuries were recorded in the US. Statistics show that this is a 6 percent decrease from the previous year's (2006) revised total of 5,840 fatal work injuries. This recorded figure also represents the smallest annual preliminary total since the Census of Fatal Occupational Injuries (CFOI) program was first conducted 15 years back. Here's a quick picture of the recorded stats:



Fatal Work-Related Injuries in 2007 (Preliminary Results)*	
Total Fatalities (All Sectors)	5,488
Total Fatalities (Private Industry)	4,956
Highway Incidents (Private Industry)	1,157
Falls (Private Industry)	803
Homicides (Private Industry)	524



Emergency

*Source: Bureau of Labor Statistics (final results for 2007 release date: April 2009)

These preliminary counts reveal that the rate of fatal injury for U.S. workers in 2007 was 3.7 fatal work injuries per 100,000 workers. This went down from the final rate of 4.0 per 100,000 workers in 2006. This is also the lowest annual fatality rate ever reported by the fatality census. From 1992 to 2007, the four most frequent work-related fatal events recorded are the following: Highway Incidents; Falls; Homicides; Getting Struck by an Object

Number and Rate of Fatal Occupational Injuries in 2007 (by industry sector)		
Industry	Number of Fatalities	Fatality Rate (per 100,000 employed)
Construction	1,178	10.3
Transportation and Warehousing	836	15.9
Agriculture, Forestry, Fishing, and Hunting	573	27.3
Government	532	2.4
Professional & Business Services	465	3.1
Manufacturing	392	2.4
Retail Trade	336	2.0
Leisure and Hospitality	251	2.1
Wholesale Trade	197	4.5
Mining	181	24.8
Other Services (excl. Pub. Admin.)	170	2.5
Educational and Health Services	149	0.7
Financial Activities	116	1.1
Information	77	2.3
Utilities	33	3.9
Total	5,488	3.7

Selected Occupations with High Fatality Rates, 2007		
Industry	Fatality Rate (per 100,000 employed)	Number of Fatalities
Fishers and Related Fishing Workers	111.8	38
Logging Workers	86.4	76
Aircraft Pilots and Flight Engineers	66.7	82
Structural Iron and Steel Workers	45.5	40
Farmers and Ranchers	38.4	285
Roofers	29.4	79
Electrical Power-Line Installers and Repairers	29.1	30
Driver/Sales Workers and Truck Drivers	26.2	908
Refuse and Recyclable Material Collectors	22.8	18
Police and Sheriff's Patrol Officers	21.4	143
Total	5488	3.7

*Source: Bureau of Labor Statistics (final results for 2007 release date: April 2009)

The following are fatal occupational injuries by event or exposure (2006-2007): Transportation Incidents; Assaults and Violent Acts; Contact with Objects and Equipment; Falls; Exposure to Harmful Substances or Environments; Fires and Explosions

Conclusion: Accidents can happen at anytime and at any place. This is why safety should always be given a premium, whether in the workplace or elsewhere. Stay healthy and safe!

Work-Site Hazards and Safety Suggestions: _____

Personnel Safety Violations: _____

Employee Signatures: _____ (My signature attests and verifies my understanding of and agreement to comply with, all company safety policies and regulations, and that I have not suffered, experienced, or sustained any recent job-related injury or illness.)

Steph V. Galati _____
JOSE C. ATEZARIAS _____

Foreman/Supervisor's Signature: _____

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