



Excerpts from *“Training Requirements in OSHA Standards”*



Occupational
Safety and Health
Administration

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Training Requirements
in OSHA Standards



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Training Requirements in OSHA Standards





Occupational Safety and Health Act of 1970

“To assure safe and healthful working conditions for working men and women; by authorizing enforcement of the standards developed under the Act; by assisting and encouraging the States in their efforts to assure safe and healthful working conditions; by providing for research, information, education, and training in the field of occupational safety and health.”

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Voice phone: (202) 693-1999;

teletypewriter (TTY) number: 1-877-889-5627.

This publication provides a general overview of a variety of standards-related topics. This publication does not alter or determine compliance responsibilities which are set forth in OSHA standards, and the *Occupational Safety and Health Act*. Moreover, because interpretations and enforcement policy may change over time, for additional guidance on OSHA compliance requirements, the reader should consult current administrative interpretations and decisions by the Occupational Safety and Health Review Commission and the courts.

This guidance document is not a standard or regulation, and it creates no new legal obligations. It contains descriptions of mandatory safety and health standards. The Occupational Safety and Health Act requires employers to comply with safety and health standards and regulations promulgated by OSHA or by a state with an OSHA-approved state plan. In addition, the Act's General Duty Clause, Section 5(a)(1), requires employers to provide their employees with a workplace free from recognized hazards likely to cause death or serious physical harm.

Training Requirements in OSHA Standards

Occupational Safety and Health Administration
U.S. Department of Labor



OSHA 2254-09R 2015

- (2) Access to training materials
 - (i) The employer shall make a copy of this standard and its appendices readily available to all employees who are employed in the regulated area.
 - (ii) The employer shall provide upon request all materials relating to the employee information and training program to the Secretary and the Director.

Appendix A – Coke Oven Emissions Substance Information Sheet

IX. TRAINING AND EDUCATION

Additional information on all of these items plus training as to hazards of coke oven emissions and the engineering and work practice controls associated with your job will also be provided by your employer.

1910.1030 Bloodborne pathogens

(g)(2); (h)(2) **(g) Communication of hazards to employees**
and (3)

- (2) *Information and Training.*
 - (i) The employer shall train each employee with occupational exposure in accordance with the requirements of this section. Such training must be provided at no cost to the employee and during working hours. The employer shall institute a training program and ensure employee participation in the program.
 - (ii) Training shall be provided as follows:
 - (A) At the time of initial assignment to tasks where occupational exposure may take place;
 - (B) At least annually thereafter.
 - (iii) reserved
 - (iv) Annual training for all employees shall be provided within one year of their previous training.
 - (v) Employers shall provide additional training when changes such as modification of tasks or procedures or institution of new tasks or procedures affect the employee's occupational exposure. The additional training may be limited to addressing the new exposures created.

- (vi) Material appropriate in content and vocabulary to educational level, literacy, and language of employees shall be used.
- (vii) The training program shall contain at a minimum the following elements:
 - (A) An accessible copy of the regulatory text of this standard and an explanation of its contents;
 - (B) A general explanation of the epidemiology and symptoms of bloodborne diseases;
 - (C) An explanation of the modes of transmission of bloodborne pathogens;
 - (D) An explanation of the employer's exposure control plan and the means by which the employee can obtain a copy of the written plan;
 - (E) An explanation of the appropriate methods for recognizing tasks and other activities that may involve exposure to blood and other potentially infectious materials;
 - (F) An explanation of the use and limitations of methods that will prevent or reduce exposure including appropriate engineering controls, work practices, and personal protective equipment;
 - (G) Information on the types, proper use, location, removal, handling, decontamination and disposal of personal protective equipment;
 - (H) An explanation of the basis for selection of personal protective equipment;
 - (I) Information on the hepatitis B vaccine, including information on its efficacy, safety, method of administration, the benefits of being vaccinated, and that the vaccine and vaccination will be offered free of charge;
 - (J) Information on the appropriate actions to take and persons to contact in an emergency involving blood or other potentially infectious materials;
 - (K) An explanation of the procedures to follow if an exposure incident occurs, including the method of reporting the incident and the medical follow-up that will be made available;

- (L) Information on the post exposure evaluation and follow-up that the employer is required to provide for the employee following an exposure incident;
 - (M) An explanation of the signs and labels and/or color coding required by paragraph (g)(1); and
 - (N) An opportunity for interactive questions and answers with the person conducting the training session.
- (viii) The person conducting the training shall be knowledgeable in the subject matter covered by the elements contained in the training program as it relates to the workplace that the training will address.
- (ix) Additional initial training for employees in HIV and HBV laboratories and production facilities. Employees in HIV or HBV research laboratories and HIV or HBV production facilities shall receive the following initial training in addition to the above training requirements:
- (A) The employer shall assure that employees demonstrate proficiency in standard microbiological practices and techniques and in the practices and operations specific to the facility before being allowed to work with HIV or HBV.
 - (B) The employer shall assure that employees have prior experience in the handling of human pathogens or tissue cultures before working with HIV or HBV.
 - (C) The employer shall provide a training program to employees who have no prior experience in handling human pathogens. Initial work activities shall not include the handling of infectious agents. A progression of work activities shall be assigned as techniques are learned and proficiency is developed. The employer shall assure that employees participate in work activities involving infectious agents only after proficiency has been demonstrated.

(h) Recordkeeping

(2) *Training records.*

- (i) Training records shall include the following information:
 - (A) The dates of the training sessions;
 - (B) The contents or a summary of the training sessions;

- (C) The names and qualifications of persons conducting the training; and
- (D) The names and job titles of all persons attending the training sessions.
- (ii) Training records shall be maintained for 3 years from the date on which the training occurred.
- (3) *Availability.*
 - (i) The employer shall ensure that all records required to be maintained by this section shall be made available upon request to the Assistant Secretary and the Director for examination and copying.
 - (ii) Employee training records required by this paragraph shall be provided upon request for examination and copying to employees, to employee representatives, to the Director, and to the Assistant Secretary.

1910.1043 Cotton dust

(i)(1) and (2) (i) Employee education and training

- (1) *Training program.*
 - (i) The employer shall train each employee exposed to cotton dust in accordance with the requirements of this section. The employer shall institute a training program and ensure employee participation in the program.
 - (A) The acute and long term health hazards associated with exposure to cotton dust;
 - (B) The names and descriptions of jobs and processes which could result in exposure to cotton dust at or above the permissible exposure levels;
 - (C) The measures, including work practices required by paragraph (g) of this section, necessary to protect the employee from exposures in excess of the permissible exposure limit;
 - (D) The purpose, proper use and limitations of respirators required by paragraph (f) of this section;