



Employee Training Requirements for Public Works Operations

Many municipalities have asked the Department of Labor Standards what safety training is required. The following list summarizes the most frequent training requirements observed during DLS inspections at public sector workplaces.

This list is tailored for: Public Works Operations

Training Topic ^{1,2,3,4,5}	Standard	Pre-Assignment ⁶	Refresher ⁷
All job titles			
SOPs and equipment for job tasks	5(a)(1)	New hire	Performance based
Workzone Safety – working in roadway	1926.21(b)(2)	Yes	Performance based
Ladders - portable	1910.30(b)(1)	Yes	Performance based
Personal Protective Equipment	1910.132 (d)(1)	New hire	Performance based
Ladders – fixed, greater than 25 ft. high	1910.28 (b)(1)	Yes	Performance based
Hazard Communication	1910.1200(h)	New hire	Performance based
Maintenance			
Lockout Tagout – authorized persons	1910.147(c)(7)	Yes	Performance based
Overhead hoist, if present.	1910.179(b)(8)	Yes	Performance based
Mechanics			
Lockout Tagout for vehicle maintenance	1910.147(c)(7)	Yes	Performance based
Hydraulic vehicle lifts	5(a)(1)	Yes	Performance based
Tools and Equipment			
Chainsaw and woodchippers	5(a)(1)	Yes	Performance based
Mowers – review Owner’s Manual	5(a)(1)	Yes	Performance based
Tools – grinders, power saws, jackhammer	1926.21(b)(2)	Yes	Performance based
Snow blower – review Owner’s Manual	5(a)(1)	Yes	Performance based
Respirators			
Respirators, if employees use respirators for asbestos or silica dust.	1910.134(k)	Yes	Annual
Roof Access and Maintenance			
Fall Protection – designated areas and/or fall restraint system	1910.30(b)(4)	Yes	Performance based
Syringe pick-up			
Bloodborne pathogens, if employees assigned to cleanup discarded syringes	1910.1030 (g)(2)	Yes	Annual
Vehicle Operation			
Aerial lift truck operator training	1910.67(c)(2)(ii)	Yes	Performance based
Aerial lift truck fall protection	1910.30	Yes	Performance based
Backhoe and excavator	1926.21(b)(2)	Yes	Performance based
Sanitation trucks	5(a)(1)	Yes	Performance based
Street sweeper	5(a)(1)	Yes	Performance based
Vactor and vacuum trucks	1926.21(b)(2)	Yes	Performance based
Water and Sewer Support			
Confined Space Entry – Manholes, tanks, pipes	1910.146(g)	Yes	Performance based
Trench safety - Laborers	1926.21(b)(2)	Yes	Performance based
Trench safety – Competent Person	1926.21(b)(2)	Yes	Performance based

Optional Topics			
OSHA 10 in construction	Not required by OSHA standards. Recommended if your employees are on site of public construction projects >\$10,000.	Optional	Does not expire
Ergonomics – safe lifting	Recommended when your department has a pattern of back injuries.	Recommended	1-3 years, based on department injury patterns.

- 1- **Topics:** Employees should be trained to safely perform the activities of their job. Training on these topics is expected if employees conduct these tasks. If these tasks are not conducted at your workplace, then training is not required.
- 2- **Job Titles that Require Training:** Train employees in a particular competency if their job duties require that activity. For example, all employees who are assigned to operate a chainsaw must be trained in chainsaw safety. Employees who will not be designated to operate a chainsaw do not need to complete chainsaw training.
- 3- **Training Provider:** Training should be provided by persons experienced and confident with the material. The training provider can be an employee of the employer. A certified training provider is mandatory for Asbestos Cement Pipe and OSHA 10, but is not required for other OSHA topics.
- 4- **Length of Training Session:** Most training topics can be effectively covered in less than one hour (ie. hazard communication; PPE; ladders). A longer length of time may be required for chainsaw safety, aerial lift operator training, and confined space entry. A minimum time period for length of training session is specified for asbestos cement pipe (8-hours). The employer is responsible for the decision on length of training.
- 5- **Proof of Training:** Keep a training attendance log. A certificate is not required.
- 6- **Initial Training:** Training should be provided before the employee is assigned to perform the task. This is similar to “new hire” training, but can also occur if the person’s job duties expand.
- 7- **Performance Based Refresher Training:** Some OSHA standards mandate Annual training. Most training topics are “performance based.” This means repeat the training when:
 - a. Employer has reason to believe that there are deviations from or inadequacies in the employee’s knowledge to perform the task safely;
 - b. New equipment, or chemicals introduce new hazards to the work area.
 - c. There is a change in procedures that present a hazard to which the employee has not been trained.