

SAFETY TRAINING REQUIREMENTS

Covered during General Employee Orientation			
	Petroleum Safety Training (PST) To be completed within 1 st week of employment	Hazard Assessment and Control To be completed within 1 st week of employment	Backs and Bums: Basic Ergonomics To be completed within 1 st week of employment
Training Type	Enform On-Line Course	AB WorkSafe On-Line http://www.humanservices.alberta.ca/elearning/hazard/Hazard.htm	AB WorkSafe On-Line http://www.humanservices.alberta.ca/elearning/ergonomics/data/ergonomics.html
Renewal (January 1, 2014 initiative)	Every 3 years	Every 3 years	Every 3 years
Management Discipline	M	M	M
Administrative Discipline	M	M	M
Sales	M	M	M
Safety Coordinator	M	M	M
Shop Supervisor	M	M	M
Welder	M	M	M
Machinist	M	M	M
Etc...	M	M	M

Externally Delivered Courses								
	WHMIS Training*	Standard First Aid	Emergency First Aid	H ₂ S Alive	Light Duty Vehicle*	Safety Program Development*	Hazard Management*	Incident and Accident Investigation Course*
Training Type	Enform ½ day course	Enform 2 day course	Enform 1 day course	Enform 1 day course	Enform 1 day course	Enform 2 day course	Enform 1 day course	Enform 1 day course
Management Discipline	D	O	M	M	M	M	M	M
Administrative Discipline	D	O	M	M	M	M	M	M
Sales	D	O	M	M	M	M	S	S
Safety Coordinator	D	O	M	M	D	M	S	S
Shop Supervisor	D	O	M	M	D	M	S	S
Welder	D	O	M	M	D	D	N/A	S
Machinist	D	O	M	M	D	D	N/A	S
Etc...	D	O	M	M	D	D	N/A	S
Health and Safety Committee	N/A	O	M	N/A	N/A	M	M	M
First Aiders	N/A	M	N/A	N/A	N/A	N/A	N/A	N/A
Fire Wardens	N/A	M	N/A	N/A	N/A	N/A	N/A	N/A
ERP – Incident Manager	N/A	M	N/A	N/A	N/A	N/A	N/A	N/A
ERP – Crisis Manager	N/A	M	N/A	N/A	N/A	N/A	N/A	N/A
ERP – H&S Advisor	N/A	M	N/A	N/A	N/A	N/A	N/A	N/A

Internally Delivered Courses (In-house)						Other
	Incident Investigation Awareness Training	Workplace Inspection Training*	General H&S Training for Workers	General H&S Training for Management (includes orientation training)	Emergency Response Awareness Training	Leadership Training
Training Type	1 hr session	Held during Monthly Safety Meetings ½ hr session	1 hour session	1 hour session	1 hour session	HR coordinated training
Management Discipline	M	S	N/A	M	M	D
Administrative Disciplines	M	S	N/A	M	M	M
Sales	M	S	M	N/A	M	N/A
Safety Coordinator						
Shop Supervisor						
Machinist	M	S	M	N/A	M	N/A
Welder	M	S	M	N/A	M	N/A
Shop Labourer	M	S	M	N/A	M	N/A
Janitorial	M	S	M	N/A	M	N/A
Etc...	M	S	M	N/A	M	N/A
Health and Safety Committee Members	M	M	N/A	N/A	M	N/A
First Aiders	N/A	N/A	N/A	N/A	M	N/A

Fire Wardens	N/A	N/A	N/A	N/A	M	N/A
ERP - Incident Manager	N/A	N/A	N/A	N/A	M	N/A
ERP – Crisis Manager	N/A	N/A	N/A	N/A	M	N/A
ERP – H&S Advisor	N/A	N/A	N/A	N/A	M	N/A