

UMBC Occupational Safety Training Guide

The guide below was created to help managers and employees navigate training requirements for various types of occupational safety training. Training requirements are established by regulation, industry standards and best practices, and UMBC procedures. To help facilitate the training process, a list of training providers for each training subject has also been provided. For researchers, please also see Page 3 for a more detailed training rubric for your lab or research area.

Important Notes:

- UMBC utilizes Webnet as the primary online Learning Management System for safety and health training. Unless otherwise specified, Webnet must be the source of the training if it is listed as the provider for the particular training subject.
- New hire employees and researchers must complete all necessary safety training related to job function within the first three (3) months of hire.
- Unless otherwise specified, training costs are the responsibility of the employee's department.

For any questions regarding training, contact ESH at 5-2918 or email esh@umbc.edu.

Training Subject	Who Needs the Training?	Training Frequency	Provider(s)
Aerial Lift/MEWP Operator	Employees who operate aerial lifts/MEWPs	3 Years	Genie (or employee's department's authorized Trainer if applicable)
Powered Industrial Trucks (Forklift)	Employees who will operate forklifts or other powered trucks (such as powered pallet jacks)	3 Years	Powered Industrial Trucks (Webnet Module) - for classroom portion Hands-on portion - Env Safety and Health (UMBC ESH)
Crane/Hoist Operator	Employees who will operate cranes or hoists	3 Years	McDal Corporation (or employee's department's authorized Trainer if applicable)
NFPA 70E (Qualified Electrical Worker)	Employees who will be performing qualified electrical tasks where there is a hazard of shock, electrocution, arc flash, etc.	3 Years	TPC Training, E-Hazard
Hazard Communication	All employees who handle or use hazardous chemicals	3 Years	Webnet - this is a two part course, ensure trainee completes both Hazard Communication Part 1 and Part 2 modules.
Earth Moving Vehicles	Employees who operate earth-moving vehicles such as excavators, diggers, Bobcats, etc.	3 Years	Hands-on demonstration of safe operation, under observation of supervisor or other qualified person
Fall Protection - Competent Person	Managers/Supervisors who will be acting as a designated competent person to supervise employees working at heights/using fall protection	2 Years	ITAC, Chesapeake Region Safety Council (CRSC), 3M
Lockout Tagout - Affected Employees	Employees who operate or work on/near equipment that could be locked/tagged out for service but do not perform LOTO or service on the equipment	Annual	Lockout Tagout (Webnet Module)
Respiratory Protection	Employees who are assigned a respirator and required to wear one as part of the Respiratory Protection Program	Annual	Respiratory Protection - Webnet Module

Training Provider Links

[Chesapeake Region Safety Council](#)

[ITAC](#)

[AMA Training](#)

[Webnet](#)

[McDal Corporation](#)

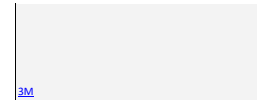
[E-Hazard](#)

[Genie](#)

[TPC Training](#)

[OSHA Training School](#)

Fall Protection - Authorized User	Employees who will be wearing/using personal fall protection (fall arrest, fall restraint, etc)	Initial then Annually after	Initial Training Providers: ITAC, Chesapeake Region Safety Council (CRSC), 3M Annual awareness training - Webnet
Lockout Tagout - Authorized Employees	Employees who will be performing lockout tagout operations and servicing locked/tagged out equipment	Initial then Annually after	Initial Training: UMBC Lockout Tagout for Authorized Employees (Webnet module) Annual awareness training - Lockout Tagout (Webnet Module)
Aerial Lift/MEWP Trainer (Train-the-Trainer)	Managers/Supervisors who wish to provide MEWP operator training to their employees	Requirement varies by training provider	Genie
Crane/Hoist Trainer (Train-the-Trainer)	Managers/Supervisors who wish to provide crane/hoist operator training to their employees	Requirement varies by training provider	McDal Corporation
OSHA 10/30 Hour	OSHA 10/30 Hour is voluntary training for employees to learn and be aware of various types of workplace hazards. This is not training required to satisfy a compliance requirement.	No requirement - As often as desired or determined necessary by dept manager	Chesapeake Region Safety Council (CRSC) - in-person, OSHA Training School - online OSHA also provides a database of certified OSHA 10/30 Hour Instructors on their website. For more info, go to https://www.osha.gov/training/outreach/find-a-trainer



[3M](#)

UMBC Research Safety Training Guide

Note: If CITI is already being used as part of research protocol requirements, the course does not need to be retaken on Webnet.

General Training - All Lab Users

Course Title	Training Frequency	Training Platform
Hazard Communication - Modules 1 and 2	Every 3 Years	Webnet
RCRA Hazardous Waste Awareness	Before initial assignment of lab duties	Webnet
Personal Protective Equipment	Before initial assignment of lab duties	Webnet
UMBC Lab Safety	Before initial assignment of lab duties	Webnet
Compressed Gas	Before initial assignment of lab duties	Webnet

Lab/Department-Specific Courses

Course Title	Training Frequency	Training Platform	Scope/Applicability
Bloodborne Pathogens Awareness	Annually	Webnet	Required if working with blood or other potentially infectious material Must complete if required to wear a respirator as part of the UMBC Respiratory Protection Program
Respiratory Protection	Annually	Webnet	
Electrical Safety	Annually	Webnet	Must complete if research tasks involve possible exposure to any electrical hazards.
Machine Guarding	Before initial assignment of lab duties	Webnet	Required if working with shop or makerspace tools, machinery, or equipment such as presses, drills, lathes, saws, and similar equipment
Lockout/Tagout (eSafety course)	Annually	Webnet	Required if working around equipment, tools, or machinery that could potentially expose a person to hazardous energy
UMB Initial Radiation Safety Training	Before initial assignment of lab duties	At UMB	All rad workers must take initial rad safety training offered through UMB. Click here for more information.
UMBC Radiation Safety	Before initial assignment of lab duties	Webnet	Required if working around radioactive materials or radiation generating equipment.
UMBC Cleanroom Safety	Before initial assignment of lab duties	Webnet	Required if working in a cleanroom environment as part of lab duties
UMBC Working Safely with Animals - Modules 1 and 2	Before initial assignment of lab duties	CITI	Required if working around or directly with live animals. If working directly with animals, refer to your IACUC protocol or contact IACUC with questions.