



## Supplemental Environmental Health & Safety Training Advisor For Non-Laboratory Staff

This document is designed to identify required safety training for Stanford staff, faculty and students who work in industrial shops, trade occupations or construction. Trainees need complete the "Health & Safety Training Advisor, General safety training for all staff" AND this document. Trainees should discuss the results with their supervisor. Please be aware that there may be additional, local training (Tier III training) required based on your job duties. Discuss the need for Tier III training with your supervisor. Questions about required training can be directed to the Environmental Health & Safety Training & Communications Office at 723-0448 or refer to our website at <http://ehs.stanford.edu>. **Answer ALL questions below.**

Employee Name: \_\_\_\_\_ SU ID: \_\_\_\_\_ Date: \_\_\_\_\_

Supervisor Name: \_\_\_\_\_ SU ID: \_\_\_\_\_ Date: \_\_\_\_\_

1.	Have you already completed the Training Advisor document "General Safety Training for All Staff"?	<input type="checkbox"/> YES	Good
		<input type="checkbox"/> NO	↓ <b>Complete the form first!</b>
If NO, you need to complete the Training Advisor document "General Safety Training for All Staff".			
2.	Do you supervise employees (faculty, staff) and/or students?	<input type="checkbox"/> YES	↓ <b>Take EHS-5400*</b>
		<input type="checkbox"/> NO	↓ No action required
If YES, you are required to take the online course "Supervisor Health & Safety Responsibilities", EHS-5400.*			
3.	Will you work with chemicals (examples: paints, solvents, cleaners, acids)?	<input type="checkbox"/> YES	↓ <b>Take EHS-4300*</b>
		<input type="checkbox"/> NO	↓ No action required.
If YES, you need to take the classroom course, "Hazard Communication", EHS-4300			
4.	Will you work with asbestos or asbestos containing materials?	<input type="checkbox"/> YES	↓ <b>Take EHS-1100*</b>
		<input type="checkbox"/> NO	↓ No action required.
If YES, you need to take the classroom course "Asbestos Awareness Training", EHS-1100. If you are a custodian, take EHS-1200 "Asbestos Awareness for Custodians" instead of EHS-1100.			
5.	Will you come in contact with human blood, blood products or other potentially infectious materials?	<input type="checkbox"/> YES	↓ <b>Take EHS-1600*</b>
		<input type="checkbox"/> NO	↓ No action required.
If YES, you need to take the online course "Bloodborne Pathogen Training", EHS-1600.*			
6.	Will you handle compressed gas cylinders?	<input type="checkbox"/> YES	↓ <b>Take EHS-2200*</b>
		<input type="checkbox"/> NO	↓ No action required.
If YES, you need to take the online course "Compressed Gas Safety", EHS-2200.*			
7.	Will you operate a forklift?	<input type="checkbox"/> YES	↓ <b>Take EHS-4100*</b>
		<input type="checkbox"/> NO	↓ No action required.
If YES, you need to take the classroom course "Forklift Safety", EHS-4100.			
8.	Have you previously received Fire Extinguisher Training?	<input type="checkbox"/> YES	↓ No action required
		<input type="checkbox"/> NO	↓ <b>Take EHS-3700</b>
If NO, we recommend you take the classroom/hands on course "Fire Extinguisher Use", EHS-3700.			
9.	Will you be required to enter "confined spaces"?	<input type="checkbox"/> YES	↓ <b>Take EHS-2300*</b>
		<input type="checkbox"/> NO	↓ No action required.
If YES, you need to take the classroom course "Confined Space Entry", EHS-2300.			
10.	Will you work around energized or hydraulic equipment?	<input type="checkbox"/> YES	↓ <b>Take EHS-4900*</b>
		<input type="checkbox"/> NO	↓ No action required.
If YES, you need to take the classroom course "Lockout / Tagout", EHS-4900.			

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11. Do you work with or near quantities of oils or fuels exceeding 54 gallons in one container, or in an area with total oil and/or fuels storage capacity exceeding 55 gallons?	<input type="checkbox"/> YES <input type="checkbox"/> NO	↓ <b>Take EHS-5100</b> ↓ No action required.
If YES, you need to take the classroom course "Oil Spill Response (SPCC)", EHS-5100.		
12. Will you work in a noisy environment or with noise producing equipment?	<input type="checkbox"/> YES <input type="checkbox"/> NO	↓ <b>Take EHS-4700</b> ↓ No action required.
If YES, you need to take the classroom course "Hearing Conservation", EHS-4700.		
13. Will you operate a crane?	<input type="checkbox"/> YES <input type="checkbox"/> NO	↓ <b>Take EHS-2500*</b> ↓ No action required.
If YES, you need to take the classroom course "Crane Operations", EHS-2500.		
14. Will you work in a machine shop?	<input type="checkbox"/> YES <input type="checkbox"/> NO	↓ <b>Take EHS-5000*</b> ↓ No action required.
If YES, you need to take the classroom course "Machine Shop Safety", EHS-5000.		
15. Will you be required to wear a respirator?	<input type="checkbox"/> YES <input type="checkbox"/> NO	↓ <b>Take EHS-5300*</b> ↓ No action required.
If YES, you need to take the classroom course "Respirator Use and Fit", EHS-5300.		

Registration for this course is handled through the Stanford Training & Registration System (STARS) at <http://axess.stanford.edu>. Refer to the STARS registration guide if you need instructions on registering for courses in STARS. You need to have a SUNet ID and Password to access the system. If you do not have a SUNet ID, talk to your local training coordinator about how to obtain training or call EH&S at 723-0448.

**After completing this questionnaire, review the results with your supervisor to be sure that it accurately reflects your job responsibilities. Additional training may be necessary to address specific hazards associated with local equipment, processes, materials or circumstances. Discuss the need for additional training with your supervisor. Be sure to document all local training.**