

This matrix shows the required and recommended workplace safety training for individuals working at UCF.

Are you UCF staff who...	Training requirements, please see key on page 2. ● = required training ◆ = recommended training																				
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21
Works in UCF Facilities & Business Operations?	●																				
Cleans spills of human blood or other potentially infectious materials?		●																			
Uses chemicals in your work?			●																		
Drives or operates an aerial lift?				●	●																
Enters a permit-required confined space?						●	●														●
Drives or operates a forklift?								●	●												
Works in an environment where noise levels are at or above the exposure limit of 85dB?										●											
Works on equipment with electrical components?											●		◆								●
Works on isolating systems to conduct maintenance or repair work?												●	◆								●
Completes tasks that may require force, repetition, and posture that may affect the musculoskeletal system (e.g., work on a computer station > 4 hours/day)?														●							
Works more than 4 feet above ground?															●						
Will use a respirator?																		●			
Requires a key to access UCF mechanical rooms/chases?																			●		
Provides direction or supervision to others?																				●	◆
Will oversee or coordinate personnel for events with planned attendance of 250 or more?																		◆			

Key Table

Key	Course	Mode	Frequency	Key	Course	Mode	Frequency
1	EHS001 Concepts in Safety	Classroom	2 years	11	EHS606 Electrical Safety	Classroom	Annual
2	EHS109 Bloodborne Pathogens	Classroom	Annual	12	EHS609 Lock Out Tag Out	Classroom	Annual
3	EHS408 Hazard Communication	Classroom	Once	13	EHS620 Combined Electrical Safety & Lock Out Tag Out *	Classroom	Annual
4	EHS601 Aerial Lift Safety	In-person (On the field)	Once	14	EHS611 Workplace Ergonomics EHS612 Office Ergonomics	Classroom	2 years
5	EHS602 Aerial Lift Practical	In-person (On the field)	3 years	15	EHS613 Fall Protection	Classroom	2 years
6	EHS604 Confined Space Awareness	Classroom	2 years	16	EHS506 Fire Extinguisher	Classroom	Once
7	EHS605 Confined Space Entry	In-person (On the field)	2 years	17	EHS510 Crowd Management	Online	Once
8	EHS607 Forklift Safety**	Classroom	Once	18	EHS617 Respiratory Protection	Online	3 years
9	EHS695 Forklift Safety Practical	In-person (On the field)	3 years	19	EHS690 Mechanical Room Safety at UCF	Online	Once
10	EHS608 Hearing Conservation	Classroom	Annually	20	EHS650 OSHA 10-Hour	In person (On the field)	3 years
10	EHS608 Hearing Conservation (Needed annually after In-person)	Online	Annually	21	Hands Only Adult CPR	Classroom	2 years

*EHS620 can be completed in place of EHS606 **AND** EHS609.

**Classroom component might be conducted In-person (on the field) at the discretion of the instructor.



Workplace Safety Training Checklist

This checklist shows the available EHS training courses and can be used to keep track of your training requirements.

Employee: _____ Department: _____

Supervisor: _____ Date: _____

Course Key	Training Requirement	Yes	No	Date
1	EHS001 Comprehensive Safety Orientation			
2	EHS109 Bloodborne Pathogens			
3	EHS408 Hazard Communication			
4	EHS601 Aerial Lift Safety			
5	EHS602 Aerial Lift Practical			
6	EHS604 Confined Space Awareness			
7	EHS605 Confined Space Entry			
8	EHS607 Forklift Safety			
9	EHS695 Forklift Safety Practical			
10	EHS608 Hearing Conservation			
11	EHS606 Electrical Safety			
12	EHS609 Lock Out Tag Out			
13	EHS620 Combined Electrical Safety & Lock Out Tag Out			
14	EHS611 Workplace Ergonomics or EHS612 Office Ergonomics			
15	EHS613 Fall Protection			
16	EHS506 Fire Extinguisher			
17	EHS510 Crowd Management			
18	EHS617 Respiratory Protection			
19	EHS690 Mechanical (Electrical) Room Safety at UCF			
20	EHS650 OSHA 10-Hour			
21	Hands Only Adult CPR			

Employee Signature: _____ Date: _____

Supervisor Signature: _____ Date: _____

Questions about content?	
Training	Environmental Health & Safety Manager
EHSTraining@ucf.edu	Noel Crespo 407-823-6077 Noel.Crespo@ucf.edu