

## **New Employee Safety Training Monthly Agenda**

Class Time: 8:00 – 12:00 (4hrs)

Location: LER Second Floor, Room 209

### **Topics Being Covered:**

- Injury & Illness Prevention Program
- Reporting Injuries
- Reporting Near Misses
- Ergonomics
- Heat Illness
- Online Training Courses
- Proper Lifting Techniques
- Site/Campus Hazards
- Safe Work Stretches

8:00 - 8:30	Registration IIPP Reporting Injuries Reporting Near Misses
8:30 - 8:45	Break (15 minutes)
8:45 - 9:15	Site/Campus Hazards (Slips Trips & Falls) <i>Presented by: Property and Liability Dept.</i>
9:15 - 9:45	Heat Illness
9:45 - 9:50	Stretch Break (.05)
9:50 - 10:20	Online Training Course “Blood Bourne Pathogens”
10:20 - 10:30	Stretch Break (10 minutes)
10:30 - 1:00	Ergonomics/ Safe Work Stretches
11:00 - 11:30	Proper Lifting Techniques/Safe Work Stretches
11:30	Class Dismissed