

**JOB TRAINING & SAFETY PROGRAM SCHEDULE YEAR 2024 – 2025
PUBLIC WORKS CURRICULUM**

JULY	AUGUST	SEPTEMBER
<p>SUBJECT: DEALING WITH THE PUBLIC – BEING PROFESSIONAL</p> <p>OPERATIONS</p> <p>Ref:</p> <p>PowerPoint & Video</p>	<p>SUBJECT: RECOGNIZING TRENCHING HAZARDS – REFRESHER</p> <p>OPERATIONS</p> <p>Ref: OSHA 1910 & 1926; NSC; MUTCD</p> <p>PowerPoint – Field Exercise</p>	<p>SUBJECT: LINE TAPPING AND REPAIR HAZARDS</p> <p>OPERATIONS</p> <p>Ref: OSHA 1910 & 1926;</p> <p>PowerPoint – Class Discussion</p>
OCTOBER	NOVEMBER	DECEMBER
<p>SUBJECT: EMERGENCY/MAYDAY PROCEDURES</p> <p>ALL EMPLOYEES</p> <p>Ref: OSHA 1910 & 1926</p> <p>PowerPoint & Video</p>	<p>SUBJECT: FIRE SAFETY & PREVENTION AT WORK</p> <p>ALL EMPLOYEES</p> <p>Ref: NSC; NFPA; OSHA 1910 & 1926</p> <p>Video & PowerPoint</p>	<p>SUBJECT: WINTER SAFETY</p> <p>ALL EMPLOYEES</p> <p>Ref: NSC; OSHA 1910 & 1926;</p> <p>PowerPoint</p>
JANUARY	FEBRUARY	MARCH
<p>SUBJECT: BACKHOE & EXCAVATOR SAFETY REVIEW</p> <p>OPERATIONS</p> <p>Ref: OSHA 1910 & 1926; NESC;</p> <p>PowerPoint</p>	<p>SUBJECT: OSHA UPDATE: RTK, BBP, EAP</p> <p>ALL EMPLOYEES</p> <p>Ref: OSHA 1910 & 1926</p> <p>Video & PowerPoint</p>	<p>SUBJECT: GOOD COMMUNICATION FLOW – KEY TO SAFE WORK</p> <p>ALL EMPLOYEES</p> <p>Ref: NSC; OSHA 1910 & 1926</p> <p>PowerPoint</p>
APRIL	MAY	JUNE
<p>SUBJECT: TOP TEN REASONS FOR ACCIDENTS</p> <p>OPERATIONS</p> <p>Ref: OSHA 1910 & 1926; MUTCD; NSC</p> <p>PowerPoint & Field Practice</p>	<p>SUBJECT: CONFINED SPACE RESCUE</p> <p>OPERATIONS</p> <p>Ref: OSHA 1910 & 1926</p> <p>Video, PowerPoint, & Field Practice</p>	<p>SUBJECT: HAZARDOUS ENERGY CONTROL – LOCKOUT TAGOUT</p> <p>OPERATIONS</p> <p>Ref: OSHA 1910 & 1926; NSC</p> <p>PowerPoint</p>

Yearly Safety/Training Program Approved by JT&S Advisory Committee

JT&S Advisory Committee Chairman Michael D. Simmons Date June 11, 2024

JOB TRAINING & SAFETY PROGRAM SCHEDULE YEAR 2024 – 2025
PUBLIC WORKS CURRICULUM

ALTERNATE/ADDITIONAL MEETINGS:

1. Drug-Free Workplace (To include both Supervisory and Employee Training Sessions; ALL EMPLOYEE)
2. Safe Driving Techniques/Preventing Distracted Driving Incidents (ALL EMPLOYEES)
3. Hostile Work Environment (Sexual Harassment including a review of regulations and policies; ALL EMPLOYEE)
4. Violence in the Workplace (Dealing with irate or dangerous customers or coworkers);
5. Accident/Incident Reporting and Procedures (A review of procedures and concerns for employees involved in an accident or incident – will refer to utility's in place forms and procedures if available; will address report completion and documentation; ALL EMPLOYEE)
6. Hazard Recognition, Documentation, and Reporting (Will address observation, reporting and correcting hazards recognized in the field or workplace and conducting and tracking correction of observed or reported hazards; OPERATIONS)

Yearly Safety/Training Program Approved by JT&S Advisory Committee

JT&S Advisory Committee Chairman Michael D. Simmons Date June 11, 2024