

Summary of Health and Safety Programs for Administrators and M&O

This is a summary of the major required health and safety programs as well as selected Education Code requirements. This matrix includes:

1. **Order:** An arbitrary listing order. The programs most likely for a school to be required to comply with are listed first.
2. **Program:** The name of the Program or requirement
3. **Type:** The type of program (General, Emergency Response...)
4. **When Required:** the criteria for when each program is required. “Must for All” means every school is required to have this.
5. **Agency:** Which agency requires this program
6. **Reference:** The legal reference that requires this program
7. **Training Requirements:** How often this training is required. For all programs, initial training is required. For the “Initial” entry, it means only initial training is required. “Periodic” means initial and recurring training at a period determined by the district. “Annual” means initial and annual training.
8. **Training Time:** The required duration of the training
9. **Other Requirements:** Selected requirements for each program. This may not be a comprehensive list. Check with the JPA for more information.
10. **Target Employees:** The typical job classifications that require training for this program.
11. **Program Resources:** Where to get more information on the program or for training resources.

ORDER	PROGRAM	TYPE	WHEN REQUIRED	AGENCY	REFERENCE	TRAINING REQUIREMENTS	TRAINING TIME	OTHER REQUIREMENTS	TARGET EMPLOYEES	PROGRAM RESOURCES
1	Employment Practices	General	Must for all	CA CODE	Civil Code 51.7	Initial	Discretionary		All Employees	District policies, bargaining agreement handbooks
2	Child Abuse Reporting	General	Must for all	CA CODE	Penal Code 11166	Initial	Discretionary		All	JPA
3	Injury and Illness Prevention Program (IIPP)	General	Must for all	OSHA	8CCR 3203	Periodic	Discretionary	Written, Designated person, Inspections, Communications	All Employees	JPA, consultant
4	Comprehensive School Safety Plan (CSSP)	Emergencies	Sites with students	ED CODE	Ed. Code 32280-32289, SEMS	Annually	Discretionary	Written, Procedures, Reports	All Employees	JPA, CHP
5	Emergency Action Plan (EAP)	Emergencies	Sites without students	OSHA	8CCR 3220-3221 Title 19-State Fire Code	Periodic	Discretionary	Written	M&O, Custodial, Transportation, Industrial Arts, Science	JPA, Fire Dept, CHP
6	Sexual Harassment	General	Must for all	STATE LAW	51.9.Ed C.40,200,212.5,220,260,3 5293	Biannual for Supervisors Periodic for employees	2 hr. Supervisor 1 hr. Employee	Procedures, Qualified Person to train supervisors	All Employees	Board Policy, JPA
7	Accident Investigations	Emergencies	Must for all Supervisors	OSHA	8CCR3203	Initial	Discretionary		All Supervisors	JPA, consultant
8	Bloodborne Pathogens (BBP)	General	Exposed employees	OSHA	8CCR 5193	Annually	Depends on exposure level	Written, Vaccinations, competent person	All Affected Employees	JPA, CDC, Dept. of Health, consultant
9	Hazard Communication/ Right to Know	General	Employees using chemicals	OSHA	8CCR 5194	Periodic	Depends on exposure level	Written, Storage, PPE, MSDS	M&O, Custodial, Transportation, Industrial Arts, Science	JPA, Suppliers, consultant
10	Heat Stress	General	Employees working outdoors	OSHA	8CCR 3395	Periodic	Discretionary	Equipment	M&O, Grounds, Custodians	JPA
11	Personal Protective Equipment (PPE)	General	As needed	OSHA	8CCR 3380 - 3387	Periodic	Discretionary	Equipment, Storage	M&O, Custodial, Transportation, Industrial Arts, Science	JPA, Suppliers
12	Sanitation	General	Affected employees	OSHA	8CCR 3360-3368	Periodic	Discretionary	Procedures	Custodial, M&O	JPA, Dept. of Health
13	Lifting Material Handling	General	Affected employees	OSHA	8CCR 5110	Periodic	Discretionary	Hazard ID	M&O, Custodial, Transportation, other affected employees	JPA, Videos, Trained District Staff
14	Fire & Life Safety	Emergencies	Affected employees	OSHA	Title 19-State Fire Code	Periodic	Discretionary	Inspection, Maintenance	M&O, Custodial	JPA, Fire Dept, CHP
15	Fire Extinguisher Use	Emergencies	Those employees expected to use them	OSHA	8CCR 6151, Title 19 State Fire Code	Annually	Discretionary	Inspection, Maintenance	All Employees	JPA, Fire Dept.
16	CPR	Emergencies	Designated employees	ED CODE	Ed. Code 44259	Upon Professional Credential As District Requires	2 - 8 hrs.	Per policy	Instructional, M&O, Coaches	JPA, American Red Cross, American Heart Assoc.
17	First Aid	Emergencies	Designated employees	OSHA	8CCR 3400	Every 2 years	2-40 hours	Per policy	Instructional, M&O, Coaches	JPA American Red Cross
18	Transportation Safety Plan (TSP)	Transportation	Affected employees	ED CODE	Ed. Code 39831	Periodic	Discretionary	Written, procedures	Transportation	JPA, CHP
19	Transportation Drug Testing	Transportation	Affected employees	DOT	49CFR Section 382	Periodic	Discretionary	Sampling	Transportation	JPA, Board Policy
20	Transportation Evacuations	Transportation	Affected employees	ED CODE	Ed. Code 39831.5	Annually	Discretionary	Procedures	Transportation	JPA, CHP

ORDER	PROGRAM	TYPE	WHEN REQUIRED	AGENCY	REFERENCE	TRAINING REQUIREMENTS	TRAINING TIME	OTHER REQUIREMENTS	TARGET EMPLOYEES	PROGRAM RESOURCES
21	Hazardous Materials Business Plan (HMBP)	Chemical	HM greater than 500#, 55 gal, or 200 cf Compressed Gas	EPA	Health and Safety Code Ch. 6.95, 22CCR, Div. 4.5	Annually	Discretionary	Written, Storage, Reports	M&O, Custodial, Transportation, Industrial Arts, Science	JPA, CUPA, consultant
22	Asbestos	Chemical	If on Site	OSHA	8CCR 1529, AHERA, Ed. Code	Annually	16 hr.-M&O 2 hr.-Cust.	Written, sampling, PPE, controls, medical, certified person	M&O, Custodial	JPA, consultant
23	Above Ground Spill Plans	Chemical	Greater than 1320 gal. of petroleum products	EPA	Health and Safety Code 25270, 40 CFR part 112	Periodic	Discretionary	Written, Storage, Reports	M&O, Custodial, Transportation, Industrial Arts	JPA, CUPA, consultant
24	Underground Storage Tanks (UST)	Chemical	If on Site	EPA	23CCR Div. 3 Ch. 16 H & S Code Ch 6.7	Annually Certification every 2 years	Discretionary	Certified Person, Testing, Inspections, Reports	M&O, Transportation	JPA, CUPA, consultant
25	Storm Water Pollution Prevention (SWPPP)	Chemical	washed, or maintained, large tanks	EPA	Water Code Ch. 5.5 40CFR Part 122	Periodic	Discretionary	Written, Sampling, Reports	Transportation	JPA, Water Board, consultant
26	Formaldehyde	Chemical	If on Site	OSHA	8CCR 5217	Annually	Discretionary	Written, testing, PPE, controls, medical	Science	JPA, Suppliers, consultant
27	Methylene Chloride	Chemical	If on Site	OSHA	8CCR 5202	Periodic	Discretionary	Written, sampling, PPE, controls, medical, qualified person	Science	JPA, Suppliers, consultant
28	Hazardous Waste, Universal Waste	Chemical	If on Site	EPA	22CCR Div. 4.5 8CCR 5164,5194	Annually	Discretionary	Storage, Time limits, Reports	Science, M & O, Transportation, Custodial	JPA, HW companies, consultant
29	Pesticide Safety	Chemical	If on Site	EPA	3CCR, Div. 6	Annually	Usually 2 hr.	Written, Posting, PPE, restricted uses, reports, qualified trainer	Grounds, Custodial, Pool Maintenance	JPA, Dept. of Ag., Pesticide companies, consultant
30	Chemical Hygiene Plan	Chemical	For Science Labs	OSHA	Ed. Code 8CCR 5191	Periodic	Discretionary	Written, Designated Person, Equipment, PPE	Science	JPA, Suppliers, consultant
31	Respiratory Protection	Chemical	Any respirator use	OSHA	8CCR 5144	Annually	Discretionary	Written, PPE, testing	M&O, Custodial, Transportation, Industrial Arts	JPA, Suppliers, consultant
32	Aerial Lifts	Machinery	If on Site	OSHA	8CCR3620-3648	Per manufacturer	Discretionary	Manual, inspection, maintenance, competent person	M&O, Custodial, Grounds	JPA, manufacturer
33	Forklifts	Machinery	If on Site	OSHA	8CCR3649-3669	Every 3 years	Discretionary	Manual, inspection, maintenance, competent person	M&O, Custodial, Transportation, Industrial Arts	manufacturer, vendors, JPA, consultant
34	Utility Carts	Machinery	Golf Carts, Gators, etc.	OSHA	8CCR 3649-3669	Every 3 years	Discretionary	Inspection, Maintenance,	Cart Drivers	JPA, Suppliers
35	Mobile Ag Equipment	Machinery	Tractors, mowers, etc.	OSHA	8CCR3441	initial and annual	Discretionary	equipment, maintenance	M&O, Grounds, Custodians	JPA, Suppliers
36	Automotive Lifts	Machinery	If on Site	OSHA	8CCR 3440-3549 Automotive Lift Institute (ALI)	Per manufacturer, but at least annually	Discretionary	Inspection, Maintenance	Transportation, Industrial Arts	Suppliers
37	Cranes & Hoists	Machinery	If on Site	OSHA	8CCR 4884-5049	Periodic	Discretionary	Inspection, Maintenance	M&O	Suppliers
38	Woodworking Machines	Machinery	If on Site	OSHA	8CCR Article 59,	Periodic, New machine	Discretionary	Guarding, Ventilation, Inspection, Maintenance	M&O, Industrial Arts	Suppliers
39	Metalworking Machines	Machinery	If on Site	OSHA	8CCR 4225-4243	Periodic, New machine	Discretionary	Guarding, Ventilation, Inspection, Maintenance	M&O, Transportation, Industrial Arts	Suppliers
40	Portable Power Tools	Machinery	If on Site	OSHA	8CCR 3556-3564	Periodic, New tool	Discretionary	Guarding, Inspection, Maintenance	M&O, Custodial, Transportation, Industrial Arts	Suppliers

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41	Hand Tools	Machinery	If on Site	OSHA	8CCR 3140-4188	Periodic	Discretionary	Inspection, Maintenance	M&O, Custodial, Transportation, Industrial Arts	Suppliers
42	Tire Changing	Machinery	If on Site	OSHA	8CCR 3325,3326	Periodic	Discretionary	Guarding, Inspection, Maintenance	Transportation, Industrial Arts	Suppliers
43	Hearing Conservation	Machinery	Exposure greater than 85 db	OSHA	8CCR 5095-5100	Periodic	Discretionary	Written, testing, PPE, medical	M&O, Custodial, Transportation, Industrial Arts	JPA, consultant
44	Lockout/Tagout (LOTO)	Machinery	Electrical Machinery on site	OSHA	8CCR 3314	Periodic	Discretionary	Written, qualified person	M&O, Custodial, Transportation, Industrial Arts	JPA, Utility Co., consultant
45	Welding and Compressed Gases	Machinery	If on Site	OSHA	8CCR 4649-4853	Annually	Discretionary	Ventilation, Inspection, Maintenance, Qualified Person	M&O, Transportation, Industrial Arts	Suppliers
46	Ladders	Maintenance	If on Site	OSHA	8CCR 1675-78,3276-80	Periodic	Discretionary	Inspection, Maintenance	M&O Custodial, Theater, Coaches	JPA, Videos Trained District Staff
47	Fall Protection	Maintenance	If on Site	OSHA	8CCR 1669-1671	Periodic	Discretionary	Written, equipment, Qualified Person	M&O, Custodial, Theater, Coaches	JPA, consultant
48	Work Platforms	Maintenance	If on Site	OSHA	8CCR 3636-3648	Periodic	Discretionary	Qualified Person, Guarding, Inspection, Maintenance	M&O, Custodial, Theater, Coaches	Suppliers
49	Tree Maintenance	Maintenance	If on Site	OSHA	8CCR 3420 thru 3428	Periodic	Discretionary	Qualified Person, Guarding, Inspection, Maintenance	M & O	Suppliers
50	Electrical Safety	Maintenance	If on Site	OSHA	8CCR 2300-2420	Periodic	Discretionary	Qualified Person, Extension cords, procedures, equipment, PPE	M&O, Custodial, Transportation, Industrial Arts	JPA, Utility Co.
51	Confined Spaces	Maintenance	If on Site	OSHA	8CCR 5156-5159	Periodic	Discretionary	Written, sampling, procedures, Designated Person	M&O	JPA, consultant
52	Lead & Lead Standard	Maintenance	If on Site	OSHA	8CCR 1532.1,5216	Annually	2 hour awareness	Written, sampling, PPE, controls, medical	M&O	JPA, consultant
53	Trenching & Shoring	Maintenance	If on Site	OSHA	8CCR 1504-1541	Periodic	Discretionary	Permits, competent person, equipment	M & O	JPA, consultant
54	Aquatic Safety	Student Safety	If on Site	STATE LAW	Health and Safety Code 116025-116068	Every 3 Yrs.	8 - 48 hrs.	Certified lifeguards, Procedures, maintenance	P.E. Teachers Coaches Lifeguards	American Red Cross
55	Crossing Guard Training	Student Safety	If on Site	STATE LAW	Vehicle Code 21100; Ed Code 45450	Periodic	Discretionary	Procedures	Adult Crossing Guards	JPA, CHP
56	Playground Safety	Student Safety	If on Site	STATE LAW	Health and Safety Code 115725 et. seq., CPSC	Periodic	Discretionary	Inspection, Maintenance	Custodial, M&O Playground Supervisors	JPA, Videos, CA Parks and Recreation Services
57	Ergonomics	General	As needed	OSHA	8CCR 5110	Periodic	Discretionary	Hazard ID	Affected Employees	JPA, Videos, Trained District Staff
58	Indoor Air Quality (IAQ)	General	As needed	OSHA	8CCR 5142, 3362	Periodic	Discretionary	Hazard ID	Affected Employees	JPA, Videos, Trained District Staff