


McMaster University Training Matrix - Facility Services

	Training Frequency (may be more frequent as per OH&S guidelines)	Custodial (FT / PT Including Residence)	Trades	Operating Engineers	Maintainers	Grounds	Logistics & Mail Services	Project Managers	Custodial Managers	Plant / Trade Managers	Office Staff / Customer Service Centre	Contractor - Annually (as outlined in the prequalification)
Accident Investigation	3 yr							X	X	X		
Aerial - Working at Heights	3 yr		⊗	⊗	⊗	⊗		⊗		⊗		
Asbestos Awareness (being replaced with SAFE Training)	5 yr	X	X	X	X	X	X	X	X	X	X	
Basic Certification (Part 1&2)	Once	JHSC Members Only										
Basic Electricity Awareness	Once	⊗	⊗	⊗	⊗			⊗		X		
Biosafety Awareness	Once	X	X		X			X	X	X		X
Bloodspill Pick-up for Custodial	3 yr	X							X			
Chemical Handling & Spills	3 yr						X			X		
Confined Spaces	Once		⊗	⊗	⊗			X		X		
Defensive Driving (required if using McMaster Vehicle)	3 yr	⊗	X	⊗	X	X	X		⊗	⊗		
Due Diligence	3 yr							X	X	X		
Ergonomics (being replaced by SAFE Training)	5 yr	X	X	X	X	X	X	X	X	X	X	
Fire Safety (being replaced by SAFE Training)	3 yr	X	X	X	X	X	X	X	X	X	X	X
Fire Warden	Once	Fire Wardens as Appointed										
First Aid (Standard)	3 yr	⊗	⊗	⊗	⊗	⊗	⊗	⊗	⊗	⊗	⊗	
Forklift	3 yr	Selected staff before use										

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Transportation of Dangerous Goods	3 yr	All Staff shipping and/or receiving Dangerous Goods										
Violence & Harassment Prevention in the Workplace	3 yr	X	X	X	X	X	X	X	X	X	X	X
WHMIS 2015 ~	5 yr	X	X	X	X	X	X	X	X	X	X	X
Working at Heights	3 yr	All Staff if working at heights										
Workplace Inspections	Once	Open to All Staff										

Legend

- X Mandatory
- * Mandatory if currently working on campus or before your return to campus for work purposes.
- ⊗ Required if working with the hazard or supervising staff who work with the hazard
- ~ As New products, equipment and technology take place training is required

All training to be completed as soon as practicable upon hire and prior to working with hazard.

Supervisors may request at their discretion the worker to complete refresher training of the current health and safety courses offered by the University on a more frequent basis as is deemed necessary, ie. conditions change, new information or hazards are introduced.

Supervisors please note RMM #300 (Safety Training & Orientation) all undergraduate students (and placement students) shall have safety orientation training prior to commencing labs