

McMaster University Training Matrix - Hospitality Services

	Training Frequency (may be more frequent as per OH&S guidelines)	New / Returning Staff FT / PT Kitchen	Catering	Chefs	Managers / Senior CAFS	Drivers
Accident Investigation	3 yr				X	
Asbestos Awareness (being replaced with SAFE Training)	5 yr	X	X	X	X	X
Defensive Driving (required if using McMaster Vehicle)	3 yr					X
Due Diligence	3 yr				X	
Ergonomics (being replaced by SAFE Training)	5 yr	X	X	X	X	X
Fire Safety (being replaced by SAFE Training)	3 yr	X	X	X	X	X
Fire Warden	Once	Fire Wardens as Appointed				
First Aid (Standard)	3 yr	⊗			X	
Food Handling	5 yr	⊗		X	X	
Gas Cylinder	Once		X	X	X	X
Golf Cart Safety	5 yr	⊗	⊗	⊗	⊗	⊗
Health & Safety Orientation	Once	X	X	X	X	X
Heat Stress	3 yr	Open to all staff				
HOST	Once	X	X	X	X	X
Knife Handling	3 yr	⊗		X		
Lock Out / Tag Out	3 yr	X	X	X	X	X
Noise Awareness	Once	All Staff where hearing protection is required				

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Serving Standards	1 yr		X			
SAFE Training (Slips, Trips & Falls, Asbestos, Fire Safety, Ergonomics)	5 yr	X	X	X	X	X
Slips, Trips & Falls (being replaced by SAFE Training)	5 yr	X	X	X	X	X
Violence & Harassment Prevention in the Workplace	3 yr	X	X	X	X	X
WHMIS 2015	5 yr	X	X	X	X	X

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
- <> HOST: Hospitality Operational Safety Training. Defined as review of all SOP's (Standard Operating Procedures) with regards to equipment training. i.e. working alone, hand mixers, etc.

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

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