

Training, Supervision and Evaluation
3-14-2012

437-003-3350(3) Training and Supervision

(a) You must provide **training** by a competent person that identifies:

- (A) Procedures, practices and requirements for work tasks employees are expected to perform.
- (B) Safe use, operation and maintenance of tools, equipment and machinery.
- (C) Manufacturer's operating and maintenance instructions, warnings and precautions.
- (D) Work performance expectations in a language and manner that employees are able to understand.
- (E) Hazards associated with expected work tasks.
- (F) Ways to prevent or control identified hazards.

NOTE: A new employee need not be retrained if you are able to determine through discussion and work observations that training received prior to their employment with you was adequate. Retraining is required if the employee fails to demonstrate the knowledge and experience to safely perform the expected work tasks.

(b) You must supervise and evaluate employees:

- (A) To determine their ability to perform the expected work tasks prior to their being allowed to work independently.
- (B) To ensure they are safely performing their work according to procedures and hold them accountable for unsafe behaviors.