



Employee Safety Orientation Checklist

Employee Name:	
Job Title:	
Person Conducting Training	

	Supervisor	Initials Employee	Date
1 Company Safety Policy Statement	_____	_____	_____
2 Company Safety Rules	_____	_____	_____
3 Job Orientation	_____	_____	_____
4 Accident Reporting	_____	_____	_____
5 Employee Reporting and Communication System	_____	_____	_____
6 SDS Book	_____	_____	_____
7 Federal Labor Poster	_____	_____	_____
8 State Labor Poster	_____	_____	_____

Tools, Machinery and Equipment

Managers are required to conduct "hands on" demonstration on the safe use of tools, machinery and equipment to be used by the employee. Special instruction and emphasis will be placed on safety devices. Identify equipment on which employee was trained below.

	Supervisor	Initials Employee	Date
1 DBI Sala / Model # 1102000	_____	_____	_____
2 Protecta / Model #'s 3100425 & 3100431	_____	_____	_____
3 Beamer Guardian / Model #00102	_____	_____	_____
4 Guardian Cross Arm Strap / Model # 10787	_____	_____	_____
5 Genie AWP Superseries 25	_____	_____	_____
6 Genie GR - 12	_____	_____	_____
7 Skyjack SJIII - 321	_____	_____	_____
8 Ladders	_____	_____	_____

Supervisor's Name Printed:	
Supervisor's Signature:	Date:

Employee's Name Printed:	
Employee's Signature:	Date: