

Driver Safety Training Series

Defensive Driver Training

Motor vehicle collisions are the leading cause of death and injury in the workplace and the cost of a single accident could easily exceed \$1.4 million. Safe driving is more than having a driver's license. Learn safe driving habits, attitudes, & behaviors that can be applied to everyday driving situations. Learn to identify risks to keep you safer on the road. Reduce your chances of sustaining a crash related injury.

4 hrs (8:30a - 12:30p) unless noted otherwise

July 22, 2015

Jan. 13, 2016

Oct 7, 2015

April 13, 2016

Distracted Driver Training

Cell phones are not the only cause of distracted driving crashes. Distracted driving is an ever growing problem for all drivers, including workers. Get the facts about how driving distracted impact peoples' lives and occur every minute of the day. Learn the truth about multi-tasking. Become committed to not driving distracted.

2 hrs (10a - 12p) unless noted otherwise

Aug 13, 2015

Jan 7, 2016

Sept 10, 2015

Feb 11, 2016

Oct. 15, 2015

Mar 3, 2016

Nov 12, 2015

April 6, 2016

Dec, 3, 2015

May 12, 2016

June 9, 2016

Rules of the Road

Having a license to drive means drivers are responsible to know & follow all the rule of the road. This course focuses on reinforcing rules that drivers must follow while behind the wheel of a motor vehicle both on and off-the job. Learn about City and State requirements while driving in the Commonwealth of PA.

2 hrs (10a - 12p) unless noted otherwise

Aug 27, 2015

Nov 18, 2015

Oct 29, 2015

Dec 11, 2015

Ergonomics Training Series

Back Safety & Manual Materials Handling

A Hands-On training session to explore the aspect of human body mechanics, review risk factors associated with musculoskeletal injuries (MSIs), and identify strategies to reduce MSIs focusing on back safety and material handling. Learn and practice safer lifting techniques to minimize chances of being injured.

2 hrs (10a - 12p) unless noted otherwise

Aug 11, 2015

Jan 5, 2016

Oct 6, 2015

Jan 19, 2016

Oct 28, 2015

Feb 9, 2016

Nov 10, 2015

Mar 8, 2016

Dec 8, 2015

April 5, 2016

May 10, 2016

May 31, 2016

June 14, 2016

Office Ergonomics

Ergonomics: the science of fitting the task to the worker. This course will explore how proper office ergonomics such as altering ingrained computer use habits through learning how to correctly adjust your task chair, adequately placing and spacing office equipment, and practicing good working posture can help you stay comfortable at work and reduce risk for musculoskeletal injuries.

2 hrs (10a - 12p) unless noted otherwise

Aug 18, 2015

Jan 12, 2016

Oct 13, 2015

Jan 21, 2016

Oct, 27 2015

Feb 16, 2016

Nov 17, 2015

Mar 15, 2016

Dec 15, 2015

April 12, 2016

May 18, 2016

May 24, 2016

June 21, 2016

Fiscal Year 2016

(July 2015 – June 2016)

Employee Safety & Health Training Schedule



"Breathing Life Into Safety"

Hosted by:
Office of the Director of Finance
Risk Management Division

(Updated July 2015)

For Up To Date Schedules & Locations

Visit Our Calendar at:

www.phila.gov/risk

RSVP Corinne Bailey at
corinne.bailey@phila.gov

Safety Officer Series

Monthly professional development training for Safety Officers and those assisting in workplace safety and injury prevention efforts.
3hrs (10a – 12p) unless otherwise noted

Tues, July 21, 2015
Shelter-In-Place: Development & Planning
MSB, Room E

Tues, Aug 25, 2015
Practical Guide to City's Drug & Alcohol Policies & Protocols, **9a-4p**

Wed, October 14, 2015
Implementing City's Bloodborne Pathogens & Tuberculosis Policy

Thurs, November 19, 2015
First Aid/CPR/AED Certification, **9a-4p**
Thurs, December 17, 2015
TBD

Wed, January 20, 2016
Project Management Training, **9a-1p**

Tues, February 23, 2016
Fire Drills / Fire Safety Requirements
Tues, March 22, 2016
Developing & Implementing Vehicle Safety Programs

Tues, April 19, 2016
** TBD**

Wed, May 25, 2016
Safety Goals & Objectives Development Workshop,
9a – 12p

Wed, June 22, 2016
Safety Officer Fundamentals, **9a-12p**

Citywide Floor Captain Training

Floor captains respond to more than just fire emergencies. As part of the City's Emergency Action Plan's (EAP) requirements, floor captains will learn, understand, and apply the City's emergency action policy. Floor captains will learn the importance of developing and implementing their site specific emergency procedures. In addition, understand the necessity of coordinating the safe evacuation of occupants as directed and communicating with emergency responders.
3hrs (9a – 12p)

Nov 17, 2015
Dec 1, 2015
May 17, 2016
Jun 1, 2016

****NOTE**** Floor Captain training specifically for Triplex and City Hall will be offered separately in the fall and spring.

RSVPs All Training Requests to
Corinne Bailey
at
corinne.bailey@phila.gov

Safety Committee Training Series

Initial S.C. Member Training

A one-time requirement for all City of Philadelphia safety committee members, they will receive training on Safety Committee Operations, Hazard Identification & Control, and Incident Investigation, providing them the core foundation safety training required for all safety committees per the Commonwealth of PA - Bureau of Worker's Compensation (PA BWC).
6hrs (9a – 4p)

Aug 6, 2015
Nov 5, 2015
Feb 4, 2016
May 5, 2016

Annual S.C. Refresher Training

Annual refresher of the state required training regarding safety committee operations, hazard identification, & incident investigation for committee members. Each annual refresher also focuses on a specific safety subject to develop members' knowledge of workplace safety and health. *2hrs (10a-12p)*

Aug 12, 2015
Sept 3, 2015
Oct 1, 2015
Nov 12, 2015
Dec 9, 2015
Jan 6, 2016
Feb 10, 2016
Mar 2, 2016
April 6, 2016
May 11, 2016
June 8, 2016

S.C. Facilitator Training

Provides facilitators with necessary skills, tips and tools to effectively manage a Safety Committee. Training is required Chairs, Co-Chairs, and Safety Officers, Safety Committee Secretaries are encouraged to also attend the training.
3hrs (9a – 12p)

Oct 8, 2015
Mar 10, 2016