

New Hire Required Environmental Health & Safety Training

Please read carefully! If you have already attended required EH&S Safety Classes please disregard!

On behalf of the Department of Environmental Health & Safety, welcome to Arizona State University. The University strives to promote and maintain a safe and healthy environment for the University community and its employees. To facilitate such an environment, employees are required to attend certain mandated safety trainings depending upon their specific job classification and/or duties.

Completion of the following training is **required** for **all** employees working in areas where portable fire extinguishers are available for emergency use within 90 days from their employment start date and **annually**, thereafter.

- Fire Safety & Prevention

In addition, due to the specific nature of your position and/or duties, completion of the following trainings **MAY BE** required prior to assignment of work duties:

- Asbestos Awareness
- Back Injury Prevention
- Biosafety Training
- Bloodborne Pathogens in the Workplace
- Vehicle Driving Courses - Driving on the Mall and Defensive Driver (Def. Driv. also available on Blackboard)
- Hazard Communication for Chemical Safety and Awareness and Hazard Communication for Artists courses
- Hazardous Waste Management (Also available on Blackboard)
- Office Safety at ASU
- Laboratory Safety
- Powered Industrial Truck Operation (Forklift Safety)
- Radiation Safety Training
- Receiving HM/DG for Non-Lab Personnel
- Safety and Security for International Travelers

Health and Safety Training Determination

To determine if you are required to attend any of the preceding safety training(s) based on the work you will be performing, please consult the [Training Determination Table](http://cfo.asu.edu/ehs-training-table) by going to <http://cfo.asu.edu/ehs-training-table> on the EH&S website. Consultation with your immediate supervisor, concerning your work duties and need for related training, is strongly advised. If you have already attended required training, please disregard this notice.

How to Register for Training

Please access the Learning Management System (LMS), which is managed by University Technology Office (UTO), via the EH&S web site at the link below to search for the available instructor-based courses and to register for specific classes.

<http://cfo.asu.edu/ehs-training>

If you have any difficulty registering, the main voice mailbox number for all LMS-related customer service inquiries is (480) 727-7221 and the email address for the LMS Support Team is lms@asu.edu.

- For **Radiation Safety Training** contact the RSO at 965-6140
- For **Biosafety Training** contact John Svenson at 965-5347

Please bring your **Sun Card** to the training for which you have registered. If you have any questions regarding this notification please contact EH&S by email at EHS@asu.edu

Thank You.