

MODEL TREE SAFETY TRAINING CHECKLIST

The Model Tree Safety Training Checklist is a document that is filed annually with the Board of Tree Experts and identifies the type of safety training a Registered Business has provided for its employees. A Registered Business shall submit to the Board of Tree Experts its safety training completed during the preceding year to the Board of Tree Experts by January 31st of the following year. The Model Tree Safety Training Checklist is due to the Board on or before January 31, 2018 after the Business has registered in 2017. Employee safety training may be done either in-house or by an outside company or organization. If an outside company or organization is used, details of that training shall also be submitted with this form. This **Model Tree Safety Training Checklist** should be submitted with the **Employee Attendance Form** that set forth the names of employees attending each training, and the **Training Course Information Form** that sets forth the subject matter and format of each training.

Company Name: _____ **Company NJTC #** _____

Name and Contact Information of Training Coordinator:					
Training Topics		Tailgate* Session(s)	Date	Date	Date
Training required for all employees regardless of job duties					
	ANSI Z133 general awareness	1, 2			
	Back safety – proper lifting, etc.	11, 28, 36			
	CPR/first aid/bloodborne pathogens awareness training	10, 29, 30, 31			
	Emergency preparedness & response, aerial rescue	16, 20, 21, 37			
	Job site setup and traffic control	34, 35, 38			
	Personal protective equipment: eye and face, hands, feet, head	4, 5, 7, 8, 9			
	Slip, trip & fall avoidance	25			
	Struck-by avoidance	22, 23, 24			
	Vehicle Safety	17, 18, 58			
Job-specific training required prior to exposure, periodically, and/or post-incident					
	Aerial lift inspection, maintenance and use	40, 42, 54, 66, 67			
	Brush chipper safety	19, 75, 81			
	Cabling & Bracing	70			
	Chain saw operation & maintenance	12, 13, 15, 71, 72, 78, 80			
	Climbing	41, 45, 55, 62, 63, 64, 65, 69, 74, 76, 77			
	CDL/defensive driver training	48, 49, 50, 51, 56, 57			
	Crane operations	68, 79, 85			
	Drugs & alcohol	33			
	Electrical hazards, general awareness	3			
	Electrical hazards, advanced training	39, 44, 60, 61, 83			
	Electrical equipment safety	43			
	Hand and small power tool safety	14			
	Hazard Communication/Employee Right-to-Know				
	Hydraulic dump body safety	84			
	Lockout/Tagout				
	Operator's manual review – as needed				
	Pesticide application, spill prevention and response	52, 53			
	Protection from the elements – hot and cold	26, 27			
	Respirators: fit testing, use and maintenance	6			
	Rigging & Removal	46, 47, 59, 82			
	Rope use, knot tying and line handling				
	Stump cutter safety	73			
	Workplace violence	32			
	Other:				
This Checklist was developed using TCIA's Illness and Injury Prevention Program. The tailgate references sessions are from Tailgate Safety, 6 th Edition, © 2013, Tree Care Industry Association. For this and other training materials please visit TCIA.org					