

# MIOSHA Fact Sheet

## Training for Employee Safety



### What is so important about training?

By law, an employer must provide safety and health training to their employees. Training is important to assure that employees recognize, understand, and avoid hazards that could cause serious injuries or death as well as how to use the safeguards the employer provides to protect them.

### I only hire experienced workers. What training do they need?

Regardless of employees' experience, employers must provide **site-specific** or **employer-specific** training on company policies, procedures, hazards, and written programs. Experienced employees arriving from other establishments or employers will lack the site-specific or employer-specific training.

### What rules require training of employees?

Almost all MIOSHA standards require that employers train their employees. Check the MIOSHA website for specific training requirements for each standard. All MIOSHA standards can be found at: [www.michigan.gov/mioshastandards](http://www.michigan.gov/mioshastandards).

### What constitutes adequate training?

Adequate training must take into consideration the nature of the work to be performed, the exposure to the hazards, and the experience, education, and knowledge of the employees. Many standards list specific topics that must be covered during employee training as well as the frequency of training.

### Do I have to do something more than just tell my employees?

Yes. There are several standards that require knowledge or performance testing of employees and require documentation. An employer should also provide an opportunity for employees to ask questions so that employees may clarify any of the information provided. The nature of the hazards or complications of the tasks may require an employer use instructional methods such as lectures in combination with demonstrations, workbook exercises, procedural reviews, video or computer presentations, work practice sessions under controlled conditions, on-the-job training under simulated or actual work conditions, and written or oral testing.

### How do I know if my employees are trained well enough?

Sometime, during routine walks through your worksite, ask employees questions or ask them to perform one or more related safety or health tasks. If your training is adequate, your employees should be able to answer without hesitation or perform the tasks safely, correctly, and without mistakes or errors. If the employees cannot, or the employees do not do well, it is time for refresher training.

### Does MIOSHA offer training and assistance?

MIOSHA's Consultation Education and Training (CET) Division can provide and assist with safety and health training. You may contact the Consultation Education and Training Division at 517-284-7720 or online at [www.michigan.gov/cet](http://www.michigan.gov/cet). CET may also be available to employee groups and other organizations. Call to request help.

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