

# EH&S Safety Training Matrix for Campus Dining Services

**PURPOSE:** This training matrix identifies minimum training requirements for Dining Services personnel at Caltech. The job category in the matrix determine which requirements apply to you. *The Supervisor for each job category is responsible for ensuring personnel are trained.*

**APPLICATION:** These training requirements apply to Supervisors and general staff.

| JOB CATEGORY     | Back Safety * | Campus (Industrial) Carts * | Ergonomics * | Fire Extinguisher * | Fire Prevention Plan (Initial) * | Heat Illness Prevention * | Kitchen Safety (Knife Safety) * | Ladder Safety * | Personal Protective Equipment (Eye & Face) * | Product Labels & Safety Data Sheets * | Slips, Trips, and Falls * |
|------------------|---------------|-----------------------------|--------------|---------------------|----------------------------------|---------------------------|---------------------------------|-----------------|--|---------------------------------------|---------------------------|
| Dining Admin     | ■             | ■                           | ■            |                     | ■                                |                           |                                 |                 |  |                                       | ■                         |
| Dining Employees | ■             | ■                           |              | ■                   | ■                                | ■                         | ■                               | ■               | ■  | ■                                     | ■                         |

Key  
 ■ = All employees. Required prior to work.  
 \* = Initial and Annual

**NEED HELP? ♦ CONTACT SAFETY!**

Phone: (626) 395-6727; Email: [safety.training@caltech.edu](mailto:safety.training@caltech.edu); Website: [safety.caltech.edu](http://safety.caltech.edu)