

Safety (Field) 3rd Month Objectives

Mentor's Name: _____ Employees Name: _____

Hire Date: _____ Title: _____

Training Requirement	Initials or (N/A)
Completed OSHA 5109	
Schedule an OSHA 5109 class for employee	
Completed STS Knowledge Test	
Schedule time for employee to take and complete STS Knowledge Test	
Ability to perform an Accident Investigation	
Employee to complete Accident Investigation	
Completed field trip with safety team member	
Schedule a date with a safety member to take new team member out into the field to learn about electric/civil jobs.	
Team Member 1:	
Team Member 2:	
Team Member 3:	
Environmental Training	
Schedule time for employee to complete environmental training	
Employee to demonstrate understanding of an ERTC.	
PSSP	
Schedule time for employee to participate in PSSP kickoff with another safety team member	
Demonstrates understanding of QEW requirements	
Train employee on the requirements of when a QEW must be available	
Demonstrates understanding of OH and UG clearance	
Train employee on overhead clearance requirements	
Document:	
Document:	
Document:	
Train employee on what can be completed without a QEW	
Train employee on the process of contacting/scheduling with a QEW	
Ability to navigate Outlook	
Train employee on creating signature in Outlook	
Train employee on creating inbox folders and rules in Outlook	
Train employee on creating calendar events in Outlook	
Train employee on archiving and email management	

Additional Training Provided:	
1.	
2.	
3.	
4.	
5.	