



# Employee Safety & Health Orientation Documentation Form



**General Safety Information:**

- Safety and Health Statement \_\_\_\_\_
- Jobsite Safety and Health Program Mgmt. \_\_\_\_\_
- Hazard Reporting \_\_\_\_\_
- Substance Abuse Policy \_\_\_\_\_
- Health and Safety Requirements \_\_\_\_\_
- First Aid Procedures \_\_\_\_\_
- Workers' Compensation \_\_\_\_\_
- Employee Safety Rights and Responsibilities \_\_\_\_\_
- Access to Medical and Exposure Records \_\_\_\_\_
- OSHA Inspection Procedures \_\_\_\_\_
- Safety and Health Rules \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

**Review of Safety Programs:**

- Hazardous Communication Program \_\_\_\_\_
- Emergency Action Plan \_\_\_\_\_
- Personal Protective Equipment \_\_\_\_\_
- Fall Protection \_\_\_\_\_
- Ladder Safety Program \_\_\_\_\_

- Fire Prevention Program \_\_\_\_\_
- Respiratory Protection Program \_\_\_\_\_
- Traffic Safety Program \_\_\_\_\_

**Review of Safe Work Practices:**

- Lifting Practices \_\_\_\_\_
- Back Injury Prevention \_\_\_\_\_
- Hand And Finger Injury Prevention \_\_\_\_\_
- Housekeeping \_\_\_\_\_
- Machine Guarding \_\_\_\_\_
- Ergonomics \_\_\_\_\_
- Fire Prevention \_\_\_\_\_
- Safety Audits/Inspections \_\_\_\_\_
- Slip / Trip / Falls Prevention \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

**Miscellaneous Safety Items:**

- \_\_\_\_\_
- \_\_\_\_\_

**Employee Printed Name:** \_\_\_\_\_

**Employee Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_