

ACWA/JPIA RECOMMENDED TRAINING FREQUENCY

Course	Required	JPIA Recommended	Remarks	Training Provided By JPIA	Requirement met by PreventionLink™
AED		- Initial** - Refresher: -- Every 2 years**	- 2 year refresher training is required to maintain certification		
Asbestos Concrete Pipe (ACP)	- Initial (4-hrs)* - Refresher: -- Annual (2-hr)*		- Initial and annual training must be provided by a CA-certified trainer		
Confined Space**	- Initial* - Refresher: -- Annual*			X	
CPR	- Initial* - Refresher: -- Every 2 years*	- Recommended for all personnel	- Required personnel providing confined space rescue services		
Defensive Driver		- During New Employee Orientation (NEO)** - Refresher: -- Ever 4 years** --After an incident**	- On-line training is available	X	X (4 on-line courses in 4 years)
Drug & Alcohol Program	- During NEO*	3 year refresher**	- Training to be on organization's plan	X	
Emergency Response Plan	- During NEO*	- Refresher: -- Annual**	- Training to be on organization's plan		
Ethics	- Initial*** - Refresher: -- Every 2 years***		- Required by CA for officials of local public agencies	X	X
Field/Office Ergonomics		- During NEO** - Refresher: -- Every 3 years**		X	
Fire Prevention Plan	- During NEO* - Refresher: -- Annual for fire extinguisher use*	- Refresher: -- Annually for plan**	- Training to be on organization's plan		

Course	Required	JPIA Recommended	Remarks	Training Provided By JPIA	Requirement met by PreventionLink™
First Aid	- Initial* - Refresher: -- Every 2 years*	- Recommended for all personnel	- More frequent if required by specific program - Required for field operations personnel and confined space rescue services		
Forklift Operations**	- Initial* - Performance evaluation every 3 years* - Re-training after an incident*	- Refresher along with performance evaluation: -- Every 3 years**			
Hazard Communication (Hazcom)	- During NEO* - With product changes*	- Refresher: -- Annual**		X	
HAZWOPER Emergency Responders**	- Initial* - Refresher: -- Annual*		- For all HAZWOPER emergency response training levels	First Responder-Awareness Level	
Line Locator	- Initial* - Refresher: -- Annual*			Initial Training	
Lock Out/Tag Out	- Initial*	- Refresher: -- Every 3 years**	- For authorized and affected personnel	X	
Personal Protective Equipment	- During NEO*	- Refresher: -- Every 3 years**		X	
Reasonable Suspicion	Initial*	- Refresher: -- Every 3 years**	- Required for DOT supervisors and should be given to all supervisors	X	
Respiratory Protection & Fit Testing**	- Initial* - Refresher: -- Annual*			X	
Sexual Harassment for Supervisors	- Initial*** - Refresher: -- Every 2 years***		- Required by CA for supervisors and Board Members	X	X
Spill Response Plan	- Initial*	- Refresher: -- Every 3 years**	- Training to be on organization's plan		
Traffic Control & Flagger	- Initial*	- Refresher: -- Every 3 years**		X	
Trenching & Excavation	- Initial*	- Refresher: -- Every 3 years**		X	

Note: PreventionLink™ is web-based training provided by Target Safety for ACWA/JPIA

* Cal/OSHA training requirements

** The frequency indicated is a JPIA recommendation, not a Cal/OSHA requirement

*** Required by California laws, other than Cal/OSHA

(Training must recur whenever there is a change in a program.)