

## ACWA/JPIA RECOMMENDED TRAINING FREQUENCY

Course	Suggested Frequency	Remarks	Qualification met by JPIA training	Qualification met by TargetSolutions
<b>AED</b>	Initial* Annually*			
<b>Asbestos Concrete Pipe (ACP)</b>	Initial (4-hrs)* Annual (2-hr) refresher*	Initial and annual training must be provided by a CA-certified trainer	X	
<b>Confined Space**</b>	Initial* Annual refresher*		X	
<b>CPR/First Aid</b>	Initial* Every 2 years*	More frequent if required by specific program		
<b>Defensive Driver</b>	During New Employee Orientation (NEO)** 4 year refresher (or after an incident)**	On-line training is available	X	X 4 on-line courses in 4 years
<b>Drug &amp; Alcohol Program</b>	During NEO* 3 year refresher**		X	
<b>Emergency Response Plan</b>	During NEO* Annual refresher**		X	
<b>Ethics</b>	Initial*** 2 year refresher***	Required by CA for officials of local public agencies		X
<b>Field/Office Ergonomics</b>	During NEO** 2 year refresher**		X	
<b>Fire Prevention Plan</b>	During NEO* Annual refresher**			
<b>Forklift Operations**</b>	Initial* 3 year refresher & performance evaluation (or after an incident)*			
<b>Hazard Communication (Hazcom)</b>	During NEO* With product changes* Annual refresher**		X	
<b>HAZWOPER Emergency Responders**</b>	Initial* Annual refresher*	For all HAZWOPER emergency response training levels	X	X
<b>Line Locator</b>	Initial* Annual refresher*		X	
<b>Lock Out/Tag Out</b>	Initial* 2 year refresher**	For authorized and affected personnel	X	X
<b>Personal Protective Equipment</b>	During NEO* 3 year refresher**		X	

<b>Drug &amp; Alcohol: Reasonable Suspicion for Supervisors</b>	Initial* 3 year refresher**	Required for DOT supervisors and should be given to <u>all</u> supervisors	X	
<b>Respiratory Protection &amp; Fit Testing**</b>	Initial Annual refresher & fit test		X	X
<b>Sexual Harassment for Supervisors</b>	Initial*** 2 year refresher***	Required by CA for supervisors and Board Members	X	X
<b>Spill Response Plan</b>	Initial* 3 year refresher**			
<b>Traffic Control &amp; Flagger</b>	Initial* 3 year refresher**		X	
<b>Trenching &amp; Excavation</b>	Initial* 3 year refresher**		X	

**Note:**

\* 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.)*