

Sample Training and Communications Policy

Purpose

The purpose of this policy is to ensure that all employees receive adequate safety training.

Policy

The company will provide and ensure that all employees participate in all safety training that is necessary to minimize loss of human and physical resources.

This training will include, but not be limited to:

- Safety orientations.
- Job-specific training as required.
- Appropriate safety training for supervisors and management.
- Task and trade-specific training and certification.
- Applicable specialized safety training.
- JOHS representative training.
- First aid and related emergency training, as required.

In addition, safety meetings involving all employees will be held on a (*weekly, by-weekly, monthly*) basis.

Signed: _____

Date: _____

