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| COMMON SAFETY TASK CARD – EMPLOYEE TRAINING RECORD |
| **EMPLOYEE’S NAME:** | **JOB TITLE:** |
| Ref | INSTRUCTION GIVEN**Hazards, Risks & Safe System of Work** | Tick if Safety Task Card is applicable to this employee’s job | Date | Trainer’s Signature  | Employee’s Signature  |
| COM 01 | Charging Lead-Acid Batteries |  |  |  |  |
| COM 02 | Gas Safety |  |  |  |  |
| COM 03 | Disposal of general waste |  |  |  |  |
| COM 04 | Use of roll cages |  |  |  |  |
| COM 05 | Use of mechanical floor cleaning machines (including floor washing/scrubbing /buffing/vacuum/carpet cleaning) |  |  |  |  |
| COM 06 | Use of pressure washer and steam cleaning |  |  |  |  |
| COM 07 | Use of tug and ride on equipment  |  |  |  |  |
| COM 08 | Violence at work |  |  |  |  |
| COM 09 | Use of a waste compactor |  |  |  |  |
| COM 10 | Stair cleaning |  |  |  |  |
| COM 11 | Roll shutter/tensile barrier operation |  |  |  |  |
| COM 12 | Workplace transport risk assessment |  |  |  |  |
| COM 13 | Workplace risk assessment  |  |  |  |  |
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