

# Loss Prevention Training Programs

The New Mexico Association of Counties has designed our comprehensive Loss Prevention training programs to be relevant, convenient and challenging, teaching counties how to best protect their operations, equipment and employees from avoidable accidents while reducing losses. We also provide an array of courses specifically geared for law enforcement and detention operations and often host sessions by outside experts who provide specialized training. Many of our training programs are tailored to the specific needs of each county.

## Accident Causation and Prevention

- 1 ½ hour course
- Employees will learn common loss causation factors and preventative measures, and how to identify unsafe acts and unsafe conditions in the workplace.

## Accident Investigation

- 4-hour course
- Training focuses on supervisor's accident and near-miss investigation role and teaches supervisors how to conduct and document investigations.

## Bloodborne Pathogens

- 1 ½ hour course
- Training to eliminate or minimize employee exposure to bloodborne pathogens.
- OSHA Occupational Exposure to BBP Standard 1910.1030 requires employers to train employees who have an occupational exposure to BBP annually and when BBP procedures or tasks change.

## Defensive Driving

- National Safety Council Program
- DDC 6
  - 6 hour course
  - Limit of 25 students per class
- DDC 4
  - 4 hour course
  - Refresher course
  - Limit 25 students per class

## Discrimination & Sexual Harassment Prevention

- 2 hour course
- Training focuses on the prevention of discrimination and sexual harassment in the workplace.

### **Emergency Action Planning**

- 2 hour course
- Training focuses on OSHA's Emergency Plan standard, emergencies likely to occur at the county, and developing an action plan for the county.

### **Ergonomics**

- 2 hour course
- Training intended to eliminate or minimize work-related musculoskeletal disorders in the workplace.

### **Fire Extinguisher Use and Maintenance**

- 2 hour course
- Employees will learn OSHA requirements, the different types of fire extinguishers, how to properly extinguish fires, and how to properly inspect and maintain extinguishers.

### **Fire Safety**

- 1 ½ hour course
- Employees will learn the dynamics of fire, fire hazards in the workplace, and preventative measures to prevent fires.
- Employees will learn to inspect work areas for fire hazard identification.

### **First Aid/CPR**

- National Safety Council Program
- 8 hour course
- Limit of 10-12 students per class

### **General Safety**

- 1 ½ hour course
- Training on general safety techniques and practices in the workplace.

### **Hazard Awareness**

- 1 ½ hour course
- Training focuses on making the workplace safe by training employees to identify hazards and what action to take once hazards have been identified.

### **Haz Com**

- 2-5 hour course
- Chemical safety training to assist counties in complying with OSHA's Haz Com requirements.
- OSHA Haz Com Standard 1910.1200 requires employers to provide employees with information and training on the hazardous chemicals in the work area. Employees must receive training at the time of initial assignment, reassignment, or whenever a new hazardous chemical is introduced into the work area.

**Hot Works Permit**

- 1 ½ hour course
- Training focuses on NFPA's Hot Works Permit Standard 51b.
- Training covers any work which could produce flames or sparks.

**Lifting & Material Handling Safety**

- 1 ½ hour course
- Training is intended to educate employees on proper lifting techniques and reduce the county's exposure to lifting and materials handling injuries.

**Lockout/Tagout**

- 1 ½ hour course
- Training on OSHA's LOTO Standard
- Training covers servicing and maintenance of equipment where unexpected energization or start up of equipment or release of stored energy could cause injury.

**Mail Handling Procedures**

- 1 ½ hour course
- In light of 9/11 and the subsequent anthrax scare, this training addresses safety procedures for employees who handle mail.

**Office Safety**

- 1 ½ hour course
- Employees learn to identify office hazards and understand common office safety practices.

**Personal Protective Equipment**

- 2 hour course
- Employees will learn the OSHA PPE standard, and when PPE is required.

**Risk Management**

- 2 hour course
- Employees, supervisors and managers learn the relationship between operations and risk management. The course focuses on reducing tort claims, employee injuries, and training for high-risk, low-frequency events.

**Supervisor Training**

- 2 hour course
- Supervisors learn the direct and indirect cost of risk to their operations, as well as supervisor responsibilities as they relate to safety and loss prevention.

### **Tactical Risk Management for Law Enforcement**

- 4 hour course
- Employees, supervisors and managers learn the complex relationship between law enforcement and risk management. The course focuses on reducing tort claims, employee injuries and training for high-risk, low-frequency events.

### **Tactical Risk Management for Detention**

- 4 hour course
- Employees, supervisors, and managers learn the complex relationship between detention operations and risk management. The course focuses on reducing tort claims, employee injuries and training for high-risk, low-frequency events.

### **Workplace Violence**

- 2 hour course
- Training intended to teach employees and supervisors techniques to minimize workplace violence incidents.