

# National Taipei University of Nursing and Health Sciences

## New Employee OSH Training Application Form

2024/08 renew

I. Purpose: To prevent occupational hazards and protect the occupational safety and health (OSH) of our employees.			
II. Scope and Authority			
<b>(1) This training applies to the employees of NTUNHS who :</b> 1. have access to controlled laboratories, conduct experiment-related tasks and the other activities <input type="checkbox"/> are teachers (full-time and part-time), <input type="checkbox"/> employees (maintenance workers, contract-based employees and project assistants) or <input type="checkbox"/> research assistants (employee-based work-study students) (3-hour training on general safety and health & 3-hour training on hazard communication are required. Course <u>4-1</u> is available with <u>4-2</u> included). 2. Anyone other than the above personnel: <input type="checkbox"/> teachers (full-time and part-time), <input type="checkbox"/> employees (maintenance workers, contract-based employees and project assistants) or <input type="checkbox"/> research assistants (employee-based work-study students). (3-hour training on general safety and health is required in course <u>4-1</u> ).			
<b>(2) The responsibilities and obligations of</b> 1. OSH training for new employees. 2. Laws and regulations on OSH, University Safety and Health Work Rules and administrative guidance must be followed. 3. <input type="checkbox"/> I have read and will follow the University's Safety and Health Work Rules. <a href="http://ntunhs.edu.tw">安全衛生工作守則 (ntunhs.edu.tw)</a>			
III. Laws, Regulations and References			
1. Occupational Safety and Health Act		2. Occupational Safety and Health Management Measures	
3. Occupational Safety and Health Education and Training Rules		4. NTUNHS Safety and Health Work Rules	
IV. Practices			
<b>The training courses are conducted as follows. :</b>			
Course	Item	Training	Certification
<b>General Safety and Health : 3 hours</b>	1	Online Course: 2 hours  <input type="checkbox"/> <b>OSH Learning Platform</b> <a href="https://isafeel.osha.gov.tw/mooc/index.php">https://isafeel.osha.gov.tw/mooc/index.php</a> See e-learning instruction - OSH Learning Platform <a href="https://esho.ntunhs.edu.tw/var/file/16/1016/img/415791657.pdf">https://esho.ntunhs.edu.tw/var/file/16/1016/img/415791657.pdf</a>	The printed certificate should be logged at the EHS Office for future reference
		Field Training: 1 hour  <input type="checkbox"/> <b>I have read</b> the OSH training for new employees <a href="http://ntunhs.edu.tw">職業安全衛生教育訓練簡報-國北護 (ntunhs.edu.tw)</a> <input type="checkbox"/> Training to be organized by the respective unit/workplace/project: safety and health training based on job tasks (As Article 16 of Occupational Safety and Health Education and Training Rules specifies, online courses must make up 2 hours of the total training hours. Each unit/workplace/project should implement 1 hour of field training on essential safety and health practices based on the respective position of the job.)	
<b>Hazard Communication : 3 hours</b>	2	<input type="checkbox"/> Introduction to hazardous chemical labeling and communication rules (3 hours); to be organized by the controlling laboratory <span style="color: red; font-size: small;">(Non-laboratory personnel do not need to check this box.)</span>	

Name/ Unit Title/Workplace/Project:

Trainee's Signature:

Unit Supervisor/Workplace in Charge/Project Leader's Signature:

After training is completed, an original copy of the Application Form should be stored at the respective Unit/Workplace/Project for three years.

Email the e-file version of the Application Form to ([esh112@ntunhs.edu.tw](mailto:esh112@ntunhs.edu.tw)),  
Environmental Safety and Health Office (ext. 2051).