ARCORO
THE BRIDGE TO BETTER HR

Simplifying Safety and Compliance Training

Using a Learning Management System to Minimize Risk

Your company's training program is integral to employee performance and all-around productivity. But it is also a valuable tool for protecting your organization from risk.

Your learning management system (LMS) can do more than improve your employees' skills. With features that allow you to upload and track training courses and certifications, an LMS is an efficient way to implement the training programs required by local, state and federal workplace laws, rules and regulations while helping minimize financial risk from unsafe employee behavior.

How Failure to Maintain Compliance Costs You

Laws and regulations that protect workers are in place for every U.S. industry. These requirements are meant to keep your workers safe, allowing you to avoid lawsuits and lost productivity. Failure to maintain workplace compliance can lead to monetary penalties, civil lawsuits and even criminal charges.

Examples of compliance violation penalties include:

- OSHA[1] fines start at $13,653 per violation, quickly move to $13,653 per day and go all the way up to $136,532 for willful or repeated violations.

- Department of Justice[2] (DOJ) frequently reports on sexual harassment and discrimination lawsuits which can rack up civil penalties of hundreds of thousands to millions of dollars.

Employers who aren't actively trying to mitigate violations could lose more than money, they could lose their freedom if they're found guilty of criminal violations.

A thorough training process, supported by the right technology, can be instrumental for maintaining compliance from day one.

OSHA fines start at $975 for a serious penalty, move to $9,753 for a willful or repeated offense and can be as high as $13,653 per violation, per day.

How an LMS Helps Companies Stay Compliant

With a learning management system you can offer various types of courses, including training required by law and training that ensures workers behave in ways to help you minimize risks for your employees and your organization.

- **Sexual Harassment Training:** Currently, only a handful of [states](#)[3] require sexual harassment training for employees, but that could quickly change. Even if your state does not require sexual harassment training, your company is liable if it occurs. Providing sexual harassment prevention training to all employees just makes good sense. Make it part of the onboarding process and require it every year or two after.

$65.3 million
Amount paid by employers in 2020 to settle sexual harassment claims

6,587
Number of sexual harassment claims filed with the EEOC in 2020

Source: [EEOC](#)[4]

- **Diversity and Inclusion Training:** [Federal law](#)[5] prohibits discriminating against employees in certain protected classes, so even if your company has an active diversity and inclusion program if not everyone is adhering to it, there could be serious ramifications.

Obviously, you want your employees to feel safe and welcome at work, and insensitivity can create a hostile environment where people can't be productive. Employees may feel traumatized and choose to leave, causing you to lose valuable talent. They may also choose to sue the company. That's why it's important for all employees to have [diversity training](#)[6] which can also help ensure adherence to EEOC guidelines.

Because they make hiring, advancement and termination decisions, you may also want to consider separate specialized training for HR staff, hiring managers and people leaders.

> It's important for all employees to have diversity training which can also help ensure adherence to EEOC guidelines.

As experts begin to study the effectiveness of workplace diversity training, they are finding that the message of diversity must be reinforced by the company culture and the training must be repeated regularly or its impact on behavior will fade over time. An LMS is an ideal tool for this, making training available to access on-demand and from mobile devices.

For training to be effective, the message must be reinforced regularly. An LMS is an ideal tool for this, making training available to access on-demand and from mobile devices.

- **OSHA-Authorized Courses:** OSHA[7] requires that employers meet a long list of workplace requirements to maintain compliance and protect the safety of its workers across most industries. As part of their mandate, OSHA requires that employers train employees[8] on the health and safety aspects of their jobs.

When employees aren't adequately trained they can suffer serious injury and potentially death. OSHA takes training seriously and penalties for lack of compliance[9] are common.

OSHA recommends training your workers to empower them to help maintain a safe and healthy workplace.

An LMS makes it easy to train workers on every shift.

Existing safety precautions and procedures

Identifying hazards

Reporting hazards

Of the top 10 OSHA citations, half relate to fall training and prevention.

#1
Fall protection in construction

#2
Not communicating hazard standards

#3
Scaffolding safety in construction

#6
Ladder safety in construction

#8
Training on fall protection

Source: OSHA[10]

- **Certification Completion:** Some professionals earn certifications as part of their career growth, including project managers and HR, sales and software professionals. In some industries, certifications are required.

An LMS can be used to provide employees with the training they want for their own career development as well as the training needed to earn mandated certifications to operate machinery and for roles like industrial engineers, pipefitters and plumbers, sheet metal, HVAC and building inspectors.
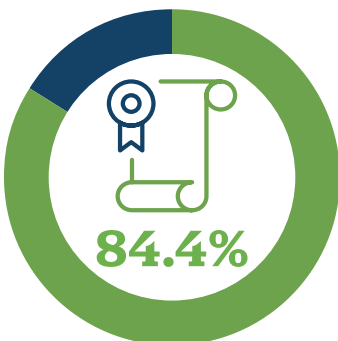
Licensing and certification impacts many US employees*

16.9%
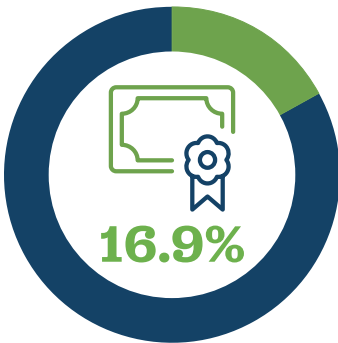
43.7 million people, 16.9% of the population, held a current license or certificate

24.1%

24.1% of the workforce held a current license or certificate

84.4%

84.4% of those employed held a job that required the credentials

An LMS can be used to provide employees with the training needed to earn mandated certifications.

Source: Bureau of Labor Statistics, 2018[11]

*Population refers to the civilian, non-institutionalized population

The Cybersecurity Risk

While cloud technology has enabled an enormous amount of business growth, it has also left nearly all organizations open to cyberattacks. The impact is often devastating.

- **Cybersecurity Training:** You can and should build your company's armor with tools like a firewall, virtual private network and anti-malware software. However, the weakest link in your security armor is your employees. Most attacks are initiated through phishing emails. Your whole company could be put at risk if just one employee mistakenly opens a phishing email, clicks on a malicious link or shares information with a cybercriminal without realizing they are doing so. Make cybersecurity training a requirement for your whole organization.

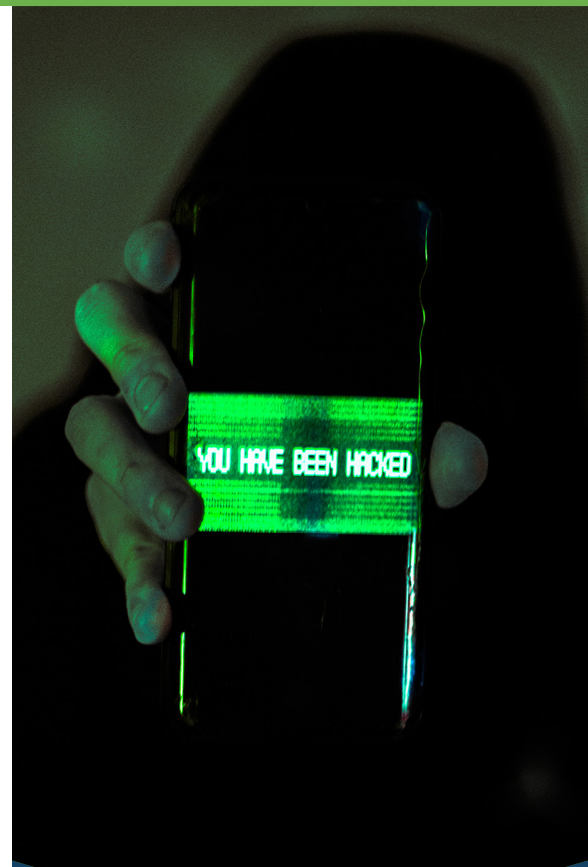 Use your LMS to offer this training to raise employee awareness every [four to six months.](12)

64%

64% of companies [15] have experienced cyber attacks

Source: Cybint

60%

60% of small companies [16] go out of business within six months of suffering an attack

Source: inc.com

The average cost of a cyberattack for businesses of all sizes is $200,000.[14] This is a toll that many businesses never recover from.

Source: CNBC

Maintaining Records of Completed Courses and Certification

Having a record of training and certifications for all your employees not only helps you track their development, it also eases compliance and keeps you prepared should your recordkeeping ever come under review.

An LMS maintains records of every course and certification your employees complete. If you're ever faced with an audit, an insurance claim or a lawsuit, all the training, licensing and certification information is at your fingertips, allowing you to easily demonstrate your good-faith adherence to federal, state and local requirements.

Lose less sleep over risk and compliance.

A learning management system can't eliminate the need for compliance and risk mitigation, but it can go far in helping you manage those challenges by simplifying training delivery and record-keeping.

Want to learn more about how using a learning management system can help you meet your business needs? Read our **guide.**

Ready to take the next step? **Schedule a demo** to see for yourself how Arcoro's Learning Management System can help you maintain compliance and manage risk.

If you're ever faced with an audit, an insurance claim or a lawsuit, all the training, licensing and certification information you need is at your fingertips with the right LMS.

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Arcoro delivers modular HR & people management solutions to help companies hire, manage and grow their workforces.

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