

Reclamation Manual

Directives and Standards

Checklist 14

HAZARDOUS MATERIALS TRAINING CHECKLIST

Site/Facility: _____

Date: _____

Address: _____

EPA I.D.: _____

Use this checklist if facility has hazardous materials onsite or generates hazardous waste.

| Hazardous Materials Training Checklist | | | | |
|---|--------------------|-----|----|-----------------------|
| INSPECTION ITEM | CITE | YES | NO | COMMENTS |
| Have all facility personnel who may be exposed to hazardous substances, health hazards, or safety hazards successfully completed training prior to receiving job assignments associated with hazardous materials? | 29 CFR 1910.120 | | | |
| Approximately how many hours of training do most employees receive? | 29 CFR 1910.120 | | | Number of hours _____ |
| Have these employees received annual training updates? | 29 CFR 1910.120 | | | |
| Who is responsible for ensuring that employees receive adequate training? | 29 CFR 1910.120 | | | |
| Are training records available to document the type and frequency of training received by each employee? | 29 CFR 1910.120 | | | |
| Have all managers and supervisors having line responsibility for hazardous waste management attended hazardous waste awareness training within 12 months of assuming such a position? | ENV 02-06 | | | |
| Do any personnel perform work at a CERCLA site? | 29 CFR 1910.120 | | | |

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| INSPECTION ITEM | CITE | YES | NO | COMMENTS |
|--|---|-----|----|----------|
| Have these personnel attended and completed an approved Personnel Protection and Safety training course and received site specific instructions? | 29 CFR 1910.120 | | | |
| Have annual Personnel Protection and Safety (8 hour) refresher courses been completed? | 29 CFR 1910.120 | | | |
| Have staff responsible for the hazardous materials surveys of lands for acquisition and disposal had hazardous material awareness training? | 29 CFR 1910.120 | | | |
| Have staff responsible for the shipping of hazardous waste received DOT training? | 29 CFR 1910.120 and 1910.120 App. E | | | |

Comments: _____
