TRAINING RECORD

Employee Name: _____

Job Title: _____ **Start Date:** ___/___/___ **Transfer Date:** ___/___/___ **Termination Date:** ___/___/___

Job Description (i.e. specific waste handling duties):

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	Emergencies							Labels				Compatibility/Storage							Manifests/Receipts					
	Facility Evacuation Routes	Emergency Coordinators	Emergency Equipment Use	Emergency Procedures Review	Location of Emergency Equipment	Arrangements With Agencies	Post-Emergency Record Keeping	How To Fill Them Out Completely	Accumulation Start Dates	Hazardous Properties of Wastes	Marking of Waste Tanks	Incompatibility Hazards	Waste Inspection Procedures	Closed Container Requirements	Aisle Space Requirements	Accumulation Time Limits	Prevention of Accidental Releases	Empty Container Regulations	When to Use Manifests/Receipts	How to Use Manifests/Receipts	Generator/DTSC/TSDF Manifest Copies	Waste Shipment Record Keeping	Proper Waste Shipping Descriptions	Manifest Exception Reports
Employer - Check "√" the appropriate boxes on this line to show annual training required for this employee's job duties. →																								
Class Name/Description	**Date**	**Employer - Check "√" below the boxes corresponding to each subject covered by training classes.**																						

Purpose of This Form

This form has been designed by the Santa Clara County Department of Environmental Health, Hazardous Materials Compliance Division, to assist hazardous waste generators in documenting the training of persons handling hazardous waste as required by 22 CCR, Sections 66262.34(a)(3) and 66262.34(d)(2). The reverse side of this form may be used to address other training (e.g. OSHA-mandated Right-to-Know training, etc.) laws or regulations require you to provide to facility personnel.

TRAINING RECORD

Employee Name: _____

Job Title: _____ **Start Date:** ____/____/____ **Transfer Date:** ____/____/____ **Termination Date:** ____/____/____

Job Description:

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Employer - Check "√" the appropriate boxes on this line to show annual training required for this employee's job duties. →

Class Name/Description	Date	Employer - Check "√" below the boxes corresponding to each subject covered by training classes.