



WASTE MANAGEMENT  
& RADIATION CONTROL

Site: \_\_\_\_\_ EPA #: \_\_\_\_\_ Date: \_\_\_\_\_

## Hazardous Waste Inspection Personnel Training Checklist

INSPECTION ITEM	CITATION	COMMENTS
Facility personnel must successfully complete classroom instruction, online training or on-the-job training which teaches them to perform their jobs, such that the facility is operated in compliance with the applicable hazardous waste management requirements.	R315-262-17(a)(7)(i)(A) 40CFR262.17(a)(7)(i)(A)	
Is the program directed by a person trained in hazardous waste management procedures?	R315-262-17(a)(7)(i)(B) 40CFR262.17(a)(7)(i)(B)	
Does the training teach facility personnel hazardous waste management and contingency plan implementation procedures?	R315-262-17(a)(7)(i)(B) 40CFR262.17(a)(7)(i)(B)	
Does the training program include, at a minimum, the following, where applicable:  1. Procedures for using, inspecting, repairing, and replacing facility emergency equipment;  2. Key parameters for automatic waste cut-off systems;  3. Communications or alarm systems;  4. Response to fires or explosions;  5. Response to groundwater contamination incidents;  6. Shutdown of operations; and	R315-262-17(a)(7)(i)(C) 40CFR262.17(a)(7)(i)(C)  R315-262-17(a)(7)(i)(C)(1) 40CFR262.17(a)(7)(i)(C)(1)  R315-262-17(a)(7)(i)(C)(2) 40CFR262.17(a)(7)(i)(C)(2)  R315-262-17(a)(7)(i)(C)(3) 40CFR262.17(a)(7)(i)(C)(3)  R315-262-17(a)(7)(i)(C)(4) 40CFR262.17(a)(7)(i)(C)(4)  R315-262-17(a)(7)(i)(C)(5) 40CFR262.17(a)(7)(i)(C)(5)  R315-262-17(a)(7)(i)(C)(6) 40CFR262.17(a)(7)(i)(C)(6)	
Have facility personnel successfully completed the personnel training program within six months of the date of their employment or assignment to the facility?	R315-262-17(a)(7)(ii) 40CFR262.17(a)(7)(ii)	
Do the facility personnel receive an annual review of their initial training?	R315-262-17(a)(7)(iii) 40CFR262.17(a)(7)(iii)	

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**Hazardous Waste Inspection  
Personnel Training Checklist**

INSPECTION ITEM	CITATION	COMMENTS
<p>The owner/operator of the facility must maintain the following documents at the facility:</p> <ol style="list-style-type: none"> <li>1. The job title for each position at the facility related to hazardous waste management, and the name of the employee filling each job;</li> <li>2. A written job description for each position listed under #1;</li> <li>3. A written description of the type and amount of both introductory and continuing training that will be given to the employees listed in #1, and;</li> <li>4. Records that document that employees have the training or job experience required by paragraphs 265.16 (a), (b), and (c).</li> </ol>	<p>R315-262-17(a)(7)(iv) 40CFR262.17(a)(7)(iv)</p> <p>R315-262-17(a)(7)(iv)(A) 40CFR262.17(a)(7)(iv)(A)</p> <p>R315-262-17(a)(7)(iv)(B) 40CFR262.17(a)(7)(iv)(B)</p> <p>R315-262-17(a)(7)(iv)(C) 40CFR262.17(a)(7)(iv)(C)</p> <p>R315-262-17(a)(7)(iv)(D) 40CFR262.17(a)(7)(iv)(D)</p>	
<p>Are training records maintained at the facility for current employees and for at least three years for employees that have left the company?</p>	<p>R315-262-17(a)(7)(v) 40CFR262.17(a)(7)(v)</p>	