

(Revised 10/05)

UNITED STATES DEPARTMENT OF TRANSPORTATION (DOT) “HAZ MAT EMPLOYEE” TRAINING REQUIREMENTS

(For assistance, please contact EHS at (402) 472-4925, or visit our web site at <http://ehs.unl.edu/>)

The United States Department of Transportation (DOT) requires current training for employees who offer hazardous materials for shipment. The scope of this SOP is to summarize the training requirements for Hazardous Material (Haz Mat) employees as well as exemptions to the training requirements.

Haz Mat Employee Training Requirements

Employees who offer hazardous materials for shipment must be trained in the following:

1. **General awareness/familiarization training.** Each Haz Mat employee must be familiar with general requirements of the regulations, and recognize and identify hazardous materials consistent with the regulations.
2. **Function-specific training.** Each employee must be trained in function-specific requirements relating to the employee’s duties regarding hazardous materials.
3. **Safety training.** Haz Mat employees must be trained in emergency procedures associated with the particular hazardous materials they offer for shipment.
4. **Security awareness training.** Haz Mat employees must receive training on the security risks associated with hazardous materials transportation and methods to enhance transportation security.

EHS offers IATA (International Air Transport Association) Dangerous Goods training which meets all DOT training requirements. While DOT requires Haz Mat employees to be recertified every three years, IATA requires Haz Mat employees to be recertified every two years.

Exempt Employees

Stockroom personnel, secretaries, researchers and others who sign for in-coming shipments of hazardous materials are NOT “hazmat employees” and therefore are not subject to DOT training requirements described in 49 CFR 172.700 through 172.704. In order to maintain this exclusion, these individuals must abide by the following requirements:

1. Do not offer hazardous materials for off-site shipment;
2. Do not perform any functions related to off-site shipment (e.g., signing of transport papers, placarding, labeling, packaging, etc.); and
3. Do not perform any unloading functions for or with the delivering entity.