HAZMAT GROUND SHIPPER CERTIFICATION (DOT) WORKSHOP AGENDA

Topics are presented in the form of lecture, guided discussion, Q & A, and practical exercises.

General Awareness
- Training requirements
- Structure and applicability of regulations
- “Ten Steps” for preparing and offering hazmat
- DOT penalties and enforcement
- Hazard class definitions

Classification
- What are the “hazardous materials” criteria?
- The classification process
- Multiple-hazard materials
- Forbidden materials, samples, combustibles
- Additional requirements for hazardous substances and marine pollutants
- Hazardous wastes as hazardous materials

Proper Shipping Names
- Using the Hazardous Materials Table
- Selecting a Proper Shipping Name (PSN)
- Modifying Proper Shipping Names
- Naming mixtures, solutions, and samples

Packaging
- General packaging requirements
- Selecting authorized packaging
- Special provisions
- Limited quantities/consumer commodities
- Overpacks, salvage drums, empties, reuse

Marking and Labeling
- What must be marked and labeled
- General requirements
- Special handling
- EPA mandates for hazardous waste

Shipping Papers
- Standard descriptions
- Additional entry requirements
- Shipper’s certification
- Emergency response information
- The Uniform Hazardous Waste Manifest
- Shipping paper retention

Placarding
- Bulk packages
- Vehicles containing bulk or non-bulk packages
- The “Dangerous” placard
- Who provides/affixes placards?

Loading, Moving, and Unloading
- General requirements for loading and unloading motor vehicles
- Segregation and separation

Hazmat Incidents
- DOT emergencies
- Incident reporting requirements

Administration
- “Materials of Trade” exception
- Special permits
- Registration and fees

Keeping Up With Changes
- The Federal Register
- Recent final rules
- Training “hazmat employees”

Cargo Security Awareness
- Eight critical discussion points
- Recognizing and responding to security threats
- Written security plan triggers and content
- Elements of successful security planning

Help, Support, and Follow-up Resources

Review

Certification Quiz*

*For general awareness, function-specific, and security awareness training mandate