HAZMAT GROUND SHIPPER CERTIFICATION (DOT) COURSE 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

Administrative Responsibilities
• “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
• Recognizing and responding to security threats
• Written security plan triggers and content

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