



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 hazard classification process
- Multiple-hazard materials
- Combustible liquids
- Hazardous wastes, hazardous substances, marine pollutants, and elevated-temperature materials
- Overclassification and forbidden materials

Proper Shipping Names

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

Packaging

- General packaging requirements
- Selecting authorized packaging
- Limited quantities
- Special provisions
- Reuse and empty packagings
- Overpacks, lab packs, and salvage drums

Marking and Labeling

- General requirements
- Requirements for fully regulated packages
- Alternative requirements for exception packages
- Marking ID numbers
- Special bulk package requirements

Shipping Papers

- Standard shipping 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?
- Exceptions

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
- Petitions
- Registration and fees
- Approvals

Keeping Up With Changes

- Update and recurrent training
- The *Federal Register*
- Recent final rules

Cargo Security Awareness

- Recognizing and responding to security threats
- Written security plan requirements and content

Certification Quiz*

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