DEPARTMENT OF THE ARMY
HEADQUARTERS, U.S. ARMY ALASKA
600 RICHARDSON DRIVE # 5000
FORT RICHARDSON, ALASKA 99505-5000

REPLY TO
ATTENTION OF:

APR 5 2001

APVR-RDL-TM

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Training and Licensing Requirements for Personnel that Handle or Transport Hazardous Material (HAZMAT) **(DOL/DCSLOG Policy # 4-8)**

1. All military and civilian personnel must be trained to certain minimum standards mandated by federal law as contained in 29, 40 and 49 Code of Federal Regulation(CFR).

2. All personnel must receive HAZMAT training as stated in Parts 172.704 and 177.816, 49 CFR. As a minimum the training must include:

a. General Awareness/Familiarization Training. Employee training which is intended to raise the awareness of Hazardous Communication (HAZCOM) required by DODI 6050.5. This training is covered by the current Occupational Safety and Health Administration HAZCOM class given to all newly assigned personnel. The HAZCOM class would cover the requirements of 29, 40 and 49 CFR. HAZCOM training must be completed within 90 days of assignment of new employees. There is also a modular program available from the Department of Transportation (DOT), the web site address is http:/hazmat.dot.gov.

b. Driver Training. Employee training which is intended to teach the safe operation of a specific motor vehicle and the applicable requirements of Parts 172.704 and 177.816, 49 CFR. This training is accomplished by the unit or section having personnel assigned whose duties include driving any type vehicle which may carry HAZMAT. Appropriate HAZMAT endorsements must be placed on the individual's OF-346 and in each person's driving file.

c. Function-Specific Hazardous Training. Employee training which is intended to teach the necessary knowledge, skills, and abilities for every individual's job function as it relates to HAZMAT. In some cases, such as for drivers, additional specialized training may be required. Supervisors must identify all HAZMAT employees and the function-specific training necessary to accomplish the desired function.

(1) Nondriver Personnel. This training is accomplished by the unit or section having personnel assigned whose duties include dealing in any way with HAZMAT. The actual training program is established by the unit or section based on each individual's job function. Supervisors must identify the specific nondriver requirements. This training will include such things as packaging, marking, labeling, documentation, etc. This training may be conducted by individuals who have passed a recognized and approved Department of Defense (DOD) course of instruction listed in DOD Regulation 4500.9-R, Part II.

(2) Nontactical Vehicle Drivers. The training is conducted by the unit or section IAW AR 600-55 and the TC 21-305 series publications, or the Computer Assisted Instruction (CAI) program available from TASC. For civilian personnel required to operate a vehicle governed by AR 600-55, para 2-2c, a state issued Commercial Drivers License (CDL) is required as a condition of employment.

(3) Tactical Vehicle Drivers. The training is conducted by the unit IAW AR 600-55 and the TC 21-305 series publications. An alternative is to contract for the needed training.

(4) Specialized Driver Training. As an example, an individual who drives tankers or tank and pump units must receive training in the operation of auxiliary pumps, valves, emergency shutdown procedures, etc. Some specialized training will require endorsements to be placed on the individual's OF 346. Individuals that transport ammunition would receive specialized training on the safe transportation of ammunition. This training is available on CD ROM and can be requisitioned by contacting the Army Transportation School, DSN 927-6557, Fort Eustis, Virginia, or by electronic mail at www.transchool.eustis.army.mil/training/nonresident/drivweb.html.

d. Safety Training. Employee training which is intended to teach appropriate personal protective measures, emergency response information and procedures for avoiding accidents, and remedial actions necessary after release of any hazardous material.

(1) Nondriver Personnel. This training program is established and given at the unit or section having personnel who deal with hazardous material.

(2) Drivers safety training is provided by the unit as part of the unit driver training program.

e. Supervisor Training. This training can be accomplished by attending selected parts of the training provided to employees. The supervisor of a driver does not have to be a licensed HAZMAT driver, but must have sufficient knowledge of HAZMAT to answer driver's questions and ensure the driver is not required to do anything in violation of federal law.

3. When transporting HAZMAT, all vehicle operators must have in their possession the following:

a. License. Personnel must be licensed in accordance with AR 600-55. Civilian vehicle operators must have a state issued CDL with appropriate endorsements. Military vehicle operators must have an OF 346 (class A, B, or C), which is the Army's equivalent to a state issued CDL. The OF 346 must also contain the appropriate endorsements required.

b. Medical Examiner's Certificate. A Medical Examiner's Certificate, indicating the operator has been physically qualified within the last 24 months, is required for civilian vehicle operators (Part 391.41(b)). Supervisors must submit names of individuals requiring a medical examination and certification to USA MEDDAC, AK, ATTN: Medical Supply and Services Branch, Fort Wainwright, or the appropriate Troop Medical Clinic (TMC) at Fort Richardson. The Medical Examiner's Certificate will be issued by the servicing medical facility.

c. Hazardous Material Shipping Papers. Proper shipping papers must accompany all HAZMAT shipments, and the operators must also have in their possession Part 397 of the Federal Motor Carrier Safety Regulation (FMCSR). A DD Form 836 is normally used by military activities when shipping HAZMAT. When transporting placardable amounts of class 1 explosives, a route strip map and DD Form 626 is also required.

4. Records. A Hazardous Material Pocket Card is no longer required. However, all function-specific training must be annotated in the driver's file by the unit or activity conducting the function-specific training. The training records shall include the following minimum information:

(1) The HAZMAT employee's name.

(2) The most recent training completion date of the employee's HAZMAT training.

(3) A description, copy, or location of training material used to meet the requirements in paragraph 2 of this letter.

(4) The name and address of the person providing the training.

(5) Certification that the HAZMAT employee has been trained and tested as required in Title 49 CFR, Subpart H, paragraph 172.700.

5. All individuals must receive initial training and refresher training every three years (Part 172.704(c)(2)). Programs to meet these training requirements can all be developed locally with one exception. Individuals required to certify HAZMAT for shipments for commercial transport or movement by military air must complete an initial two-week training course at one of the four service schools and a one-week refresher course every two years (DOD 4500.9-R, part II).

6. POC for further information is Mr. Bob Koon, 384-2720.

for RICHARD C. NICKERSON
COL, GS
Chief of Staff

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