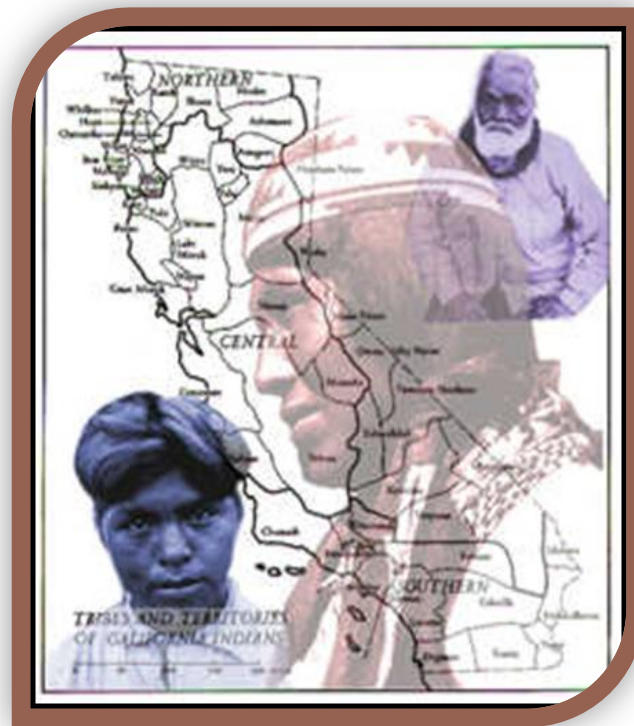


HAZWOPER Training Coordination for California Tribes Participant Guidelines



Project Administered by the
National Indian Justice Center
www.nijc.org/HAZWOPER.html
2019

HAZWOPER Training Coordination for California Tribes - Participant Guidelines

About the HAZWOPER Training Coordination for California Tribes Project

The HAZWOPER Training Coordination for California Tribes Project is funded by a grant from the California EPA (CalEPA) pursuant to grant number G17-EJ-016. Pursuant to this grant, the National Indian Justice Center will work with California tribes to increase their participation in HAZWOPER training events conducted by state and federal agencies. Grant activities include coordination with the training agencies, outreach to tribal communities and travel and equipment assistance for a limited number of California tribal training participants.



About these Participant Guidelines

The Participant Guidelines inform training participants about the rules and requirements for participation in the project, types of HAZWOPER training events, and reimbursable expenses through the project. If you have any questions, please contact the National Indian Justice Center at nijc@aol.com or call (707) 579-5507.

HAZWOPER Training Events

Due to the recent wildfires in California, tribal communities have been impacted by toxic pollutants in the air, soil and water. In addition, the wildfires have also revealed historic tribal villages and sacred sites for documentation by tribal historic preservation officers. Understanding how to safely handle or avoid toxic materials is a valuable asset among tribal agency personnel.

Hazardous Waste Operations and Emergency Response (HAZWOPER) Standards Training generally provides information on:

- Agencies and Regulations
- Fall Hazards
- Electrocution
- Struck by Hazards
- Caught in Hazards
- Confined Spaces
- Excavations
- Fall Protection
- Fire Prevention
- Types of Hazards
- Toxicology
- Hazardous Communication
- Level of Protection
- PPE
- Respirators
- Hazardous Materials
- Hazardous Waste
- Drums and Containers
- Ergonomics
- Decontamination

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- Site Safety Planning
- Medical Surveillance
- Site Emergencies
- Managing Safety and Health

Generally, the 40 Hour HAZWOPER Course meets requirements set forth by 29 CFR 1910.120(e)(3) and provide a certificate of completion to training participants. The 8 Hour HAZWOPER Course meets requirements set forth by 29 CFR 1910.120 and serves as an annual refresher course that may be taken (after completing the 40 hour HAZWOPER course).

This Project coordinates with state and federal partners to provide tribal communities with HAZWOPER training event information. The goal of the project is to enroll 35 or more tribal training participants in HAZWOPER training events before December 31, 2019. There are also limited funds to support training participant travel and training equipment expense reimbursement.

Training Participant Guidelines for HAZWOPER Training Travel and Equipment Expense Reimbursements



This project is funded by a grant from CalEPA and is subject to the CalHR Payment Procedures and Requirements which may be found at

<http://www.calhr.ca.gov/employees/Pages/travel-reimbursements.aspx>. Generally, HAZWOPER Training participants or their employers must make payment and request reimbursement for eligible training travel and equipment expenses. The steps below describe our process.

1. Identify a HAZWOPER Training Event

HAZWOPER training events that are conducted within California and coordinated by a state and/or federal agency project partner are eligible training events. NIJC maintains a list of the training events on the project webpage: www.nijc.org/HAZWOPER.html. It is important to note that these training events may be rescheduled due to a lack of registrants or other events. NIJC will work closely with the partners to provide up to date information about the trainings and to notify you if the training must be rescheduled.

Choose a 40 Hour HAZWOPER training event, if you have not completed it before or within the last two years. The 8 Hour HAZWOPER training events are refresher courses and provided to those who have completed the 40 Hour course.

2. Register for the HAZWOPER Training Event

If you have not yet registered for your selected HAZWOPER training event, contact Ms. Jennifer Keleher, NIJC Training Coordinator, at TCoord@ijc.org or call her at (707) 579-5507 ext. 221. Ms. Keleher will assist you with registering for the training event, identifying time commitments and expenses, determining training travel and equipment financial support eligibility and providing answers to any questions that you may have about the project or the training event.

If you have already registered for an upcoming eligible HAZWOPER training event, please email a copy of your receipt for payment to TCoord@nijc.org along with a request to submit your expenses for reimbursement. We cannot guarantee that your expenses will be reimbursed. This project can only provide reimbursement for training expenses that have been approved for reimbursement by Project staff.

3. Expenses that are Eligible for Reimbursement through this Project

This project provides reimbursement for up to 10 training participants for travel assistance, equipment support and logistical support to attend a HAZWOPER training event. Funds are limited. NIJC cannot guarantee that any or all of your expense submissions will be reimbursed in part or in full. Determination of expenses eligible for reimbursement will be made by creating estimates and reimbursement caps for your particular training event. Eligible expenses may include: event registration fees, training equipment expenses, mileage reimbursement for automobile travel, airfare reimbursement, lodging rates and per diem rates. Please note that all rates must comply with California state rates.

Any expenses that are eligible for reimbursement must be supported by a copy of the receipt or proof of payment.

A Project Request for Reimbursement Form will be provided to you or it may be downloaded from the Project webpage (www.nijc.org/HAZWOPER.html). Complete the form and return it with original receipts, if possible. Electronic receipts, copies or PDFs are acceptable. Return the form and attachments by mail to:

Jennifer Keleher
Training Coordinator
National Indian Justice Center
5250 Aero Drive
Santa Rosa, CA 95403

If you have any questions, please email Jennifer at TCoord@nijc.org or call her at (707) 579-5507.