

2012–2013 COMPLIANCE TRAINING FOCUS FOR COLLEGES AND UNIVERSITIES

As your campus endeavors to maintain compliance on campus, routine training will be a key element of your environmental management system. Training heightens awareness of compliance on campus and provides a forum for seeking realistic solutions to campus compliance concerns. The courses offered herein are designed specifically with your campus compliance and management systems in mind

COLLEGE COMPLIANCE RCRA / DOT TRAINING

EMS “ROLL-UP SLEEVES” WORKSHOP

RCRA Hazardous Waste Management Training

College/University Cost: \$150 per attendee; Base Cost: \$245

Regulatory examples and case histories are used during this seminar to emphasize and reinforce aspects of the hazardous waste regulations. This course will satisfy a regulatory requirement for generators of hazardous wastes. Key topics to be presented include: container management requirements, contingency planning and emergency response, universal waste management, used oil requirements, and waste stream determinations.

DOT Hazardous Materials Training

College/University Cost: \$150 per attendee; Base Cost: \$195

DOT regulations 49 CFR 172.700 requires all “hazmat” employees to be trained within 90 days and re-trained at least every three years. Hazmat employees include anyone who labels containers, marks containers, loads or unloads vehicles, completes shipping papers, or transports hazardous materials by vehicles, water, rail, or air. For colleges and universities, this translates to anyone who signs shipping papers or prepares materials for shipment. Key training topics to be presented include: Proper DOT shipping name identification, selecting the packaging; labeling and marking the package; placarding requirements; shipping papers; and safety and emergency response information.

ENVIRONMENTAL, HEALTH & SAFETY COMPLIANCE BROWN BAG LUNCH WEBINAR SERIES

College/University Cost: \$995 per campus; unlimited attendees

The Environmental Compliance Brown Bag Lunch Webinar Series allows a campus to remain current with environmental, health and safety compliance topics without leaving your campus. Using a Webinar format, this series presents a total of nine (9) 60-minute presentations and question & answer periods held during the lunch hour (noon-1:00 EST) over a twelve (12) month period. This series includes a mix of safety, environmental, and liability topics as they directly relate to a college and university campus.

TRAINING PACKAGE - \$2,295

(Includes two participants in each course, unlimited participants in webinar series)

Additional trainees per course will be charged the preferred college/university rate.

Cost: \$200 per attendee

At this EMS Roll-up Sleeves Workshop specific college teams discuss their EMS activities and critique each other’s systems as a group. HRP technical staff will facilitate discussion and focus the group. All of the major elements of your EMS will be reviewed. Attendees are encouraged to bring their working copy of their EMS program for review.

OSHA 10-HOUR GENERAL INDUSTRY STANDARDS COURSE (2 Days)

College/University Cost: \$150 per attendee; Base Cost: \$195

This 10-hour General Industry Standards safety course was developed by the US Department of Labor to provide workers, supervisors and other personnel responsible for work activities with an awareness of safety and health concerns in general industry. Upon successful course completion, the attendees will receive an OSHA General Industry safety and health 10-hour course completion card. Pursuant to OSHA Training Institute requirements, the course will be completed on two consecutive days.

Topics will include:

Day 1: Walking/Working Surfaces/Fall Protection, Means of Egress/Emergency Exits, Emergency Plans (Fire/Response), Fire Protection, and Hazard Communication.

Day 2: Industrial Hygiene, Chemical Hygiene Plans, Personal Protective Equipment (PPE), Machine Guarding, Lock Out/Tag Out, Electrical Safety/NFPA 70E/Arc Flash, Material Handling, Hazardous Materials, and Health & Safety Management.



MANAGEMENT SYSTEM - COLLEGES AND UNIVERSITIES

ENVIRONMENTAL MANAGEMENT INFORMATION SYSTEM 2 (EMIS2)

**EMS Control
right at your
fingertips!**

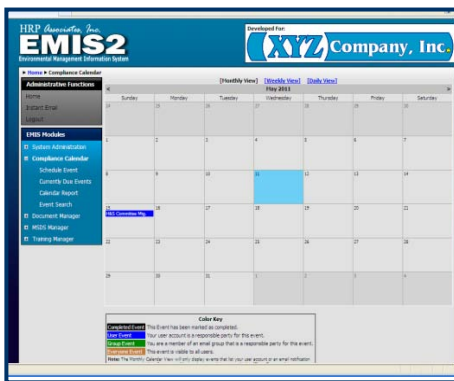
**College/University Cost: \$2,250 + one time licensing fee of \$250;
Base Cost: \$5,000 + licensing fee of \$250.**

HRP Associates Inc. (HRP) has designed EMIS2, a web based software system, to assist campuses with the management of environmental health and safety (EH&S) issues.

A framework for your campus' EMS, the standard software consists of four (4) data management modules designed to organize environmental, health & safety and training data and documentation. Access to these modules is secured by the system administrator(s) setting access controls to campus personnel to grant full access, read only access, or no access. The modules included in the software are Document Manager, Compliance Calendar, MSDS Manager, and Training Module.

Document Manager

The Document Manager is designed to maintain EH&S information in an organized, secure and easy to locate manner. Documents can be organized by department, campus location, applicable regulation, etc. The Document Manager is able to store or link to various electronic file formats such as Word, Excel, PowerPoint, AutoCAD, Adobe Acrobat, etc.

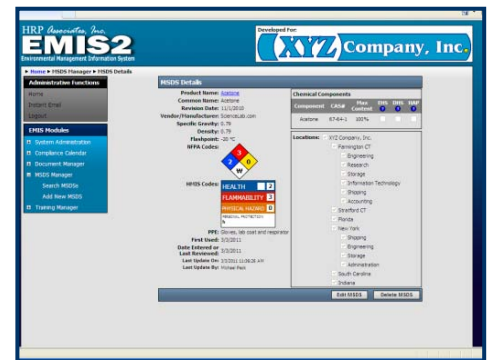


Compliance Calendar

The Compliance Calendar is designed to track vital EH&S compliance tasks, dates and deadlines. The Compliance Calendar also gives the campus EH&S professionals the ability to assign compliance related tasks to individuals and set up email reminders. The email function included as part of the Compliance Calendar is designed to be used by compliance and supervisory personnel to provide reminders to complete tasks, alert when tasks are past due, and notify when tasks are complete.

MSDS Manager

The Material Safety Data Sheet (MSDS) Manager is a digital repository for an organization's MSDS's. The MSDS Manager allows a user to quickly search their repository to locate an MSDS. MSDS's can be organized within the MSDS Manager by facility, department, location, etc. Data fields, can be customized to make the data presented within each MSDS more relevant to each College/University.



Training Module

The Training Module is designed to maintain environmental health and safety training records for College/University personnel. Training records, requirements and schedules can be kept for each applicable employee, job title and training type. The Training Module gives supervisory personnel the ability to search and track training needs and records by name, job title, department, training topic, date, training instructor, etc.