



**Department of Energy**  
 Richland Operations Office  
 P.O. Box 550  
 Richland, Washington 99352

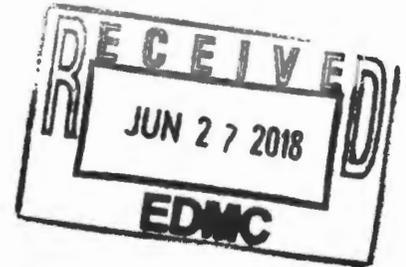
1249506

[0065278H]

18-ESQ-0071

**JUN 25 2018**

Ms. Alexandra K. Smith, Program Manager  
 Nuclear Waste Program  
 Washington State Department of Ecology  
 3100 Port of Benton Boulevard  
 Richland, Washington 99354



Dear Ms. Smith:

**TRANSMITTAL OF UPDATED DANGEROUS WASTE TRAINING PLANS**

This letter transmits five updated Dangerous Waste Training Plans (DWTPs) for CH2M HILL Plateau Remediation Company facilities. These plans address issues noted in the following inspection letters:

- 1248896 1. 18-NWP-074, regarding December 13, 2017, inspection at Low Level Burial Ground Trenches 31 and 34
- 1248603 2. 18-NWP-048, regarding August 24, 2017, inspection at 216-B-3 Main Pond, 216-S-10 Pond and Ditch, 216-B-63 Trench, 216-A-29 Ditch, 216-A-36B Crib, and 216-A37-1 Crib
- 1248602 3. 18-NWP-047, regarding August 22, 2017, inspection at Non-Radioactive Dangerous Waste Landfill and Low Level Burial Grounds - Green Islands
- 1248601 4. 18-NWP-046, regarding August 10, 2017, inspection at Waste Receiving and Processing Facility
- 1248754 5. 18-NWP-061, regarding May 2, 2017, inspection at Waste Encapsulation and Storage Facility
- 1248600 6. 18-NWP-045, regarding April 20, 2017, inspection at Central Waste Complex.

In addition, a new DWTP, SGRP-STD-TQ-54227, was created for dangerous waste management activities performed by Soil and Groundwater Remediation Project personnel including sampling, well inspections, and well maintenance. These new or updated DWTPs are provided in enclosures as follows:

- Enclosure 1 - PRC-STD-TQ-40229, "Central Waste Complex - Waste Receiving and Processing Facility Dangerous Waste Training Plan," addresses Letters 4 and 5 above.
- Enclosure 2 - PRC-STD-TQ-40236, "Central Plateau Project Surveillance and Maintenance Dangerous Waste Training Plan," addresses Letters 2 and 3 above.
- Enclosure 3 - PRC-STD-TQ-40227, "Low Level Burial Grounds Dangerous Waste Training Plan," addresses Letters 1 and 3 above.
- Enclosure 4 - PRC-STD-TQ-40231, "Waste Encapsulation and Storage Facility Dangerous Waste Training Plan," addresses Letter 5 above.

. D-2-4 . D-2-10 . S-2-10  
 . TS-2-4 . D-2-9 . D-2-5 . D-2-7 . D-2-6 . D-2-3

Ms. Alexandra K. Smith  
18-ESQ-0071

-2-

JUN 25 2018

- Enclosure 5 - SGRP-STD-TQ-54227, "Groundwater Well Sampling, Inspection, and Maintenance Supplemental Dangerous Waste Training Plan," addresses Letters 1, 2, 3 above.

These DWTPs describe how the requirements of the Washington Administrative Code 173-303-330, "Personnel Training," are met as described in Attachment 5 of WA7890008967, Hanford Facility Resource Conservation and Recovery Act Permit.

If you have any questions, please contact me, or your staff may contact William F. Hamel, Assistant Manager for Safety and Environment, on (509) 376-6727.

Sincerely



Doug S. Shoop  
Manager

ESQ:AKW

Enclosures:

1. PRC-STD-TQ-40229
2. PRC-STD-TQ-40236
3. PRC-STD-TQ-40227
4. PRC-STD-TQ-40231
5. SGRP-STD-TQ-54227

cc w/encls:

Jack L. Boller, EPA  
Jerry W. Cammann, MSA  
Jackson H. Davis, Ecology  
Edward Holbrook, Ecology  
Jared W. Mathey, Ecology  
Scott T. Miller, Ecology  
Linda C. Petersen, CHPRC  
Noah S. Cruz, CHPRC  
John B. Price, Ecology  
Administrative Record, H6-08:  
TS-2-4, D-2-9, D-2-5, D-2-7,  
D-2-6, D-2-3, D-2-4, D-2-10,  
S-2-10) (Hardcopy)  
Ecology NWP Library (Hardcopy)  
Environmental Portal, G3-35  
HF Operating Record (J. K. Perry,  
MSA A3-01)

cc w/o encls:

Dave B. Bartus, EPA  
Jack Bell, Nez Perce  
Kathy Conaway, Ecology  
Jeff E. Bramson, CHPRC  
Dave R. Einan, EPA  
Moses N. Jaraysi, CHPRC  
Stephanie K. Johansen, CHPRC  
Matt Johnson, CTUIR  
Rose Longoria, YN  
Kevin Schanilec, EPA  
Connie J. Simiele, CHPRC  
Ron R. Skinnarland, Ecology

**ENCLOSURE 1**

**PRC-STD-TQ-40229**

**Central Waste Complex–Waste Receiving and Processing Facility Dangerous Waste  
Training Plan**

Consisting of 20 pages  
(including this cover page.)

**Standards**

**PRC-STD-TQ-40229**

**Central Waste Complex–Waste Receiving and Processing  
Facility Dangerous Waste Training Plan**

Revision 3, Change 0

Published: 05/29/2018

Effective: 05/29/2018

Program: Training

Topic: Training and Qualification

Technical Authority: Kosjerina, Sasa

Alternate Technical Authority: Horn, Sarah

Functional Manager: Johansen, Stephanie

**Use Type: Administrative**



**Central Waste Complex–Waste Receiving and Processing Facility Dangerous Waste Training Plan**

Published Date: 05/29/2018

Effective Date: 05/29/2018

---

- Central Plateau Surveillance and Maintenance :  
Excluded from USQ  
**Exclusion Reason:**  
N/A per Appendix B, Bulleted List, PRC-PRO-NS-062

**JHA:** Administrative

**Periodic Review Due Date:**05/29/2023

Rev. 3, Chg. 0

## **Change Summary**

### **Description of Change**

Changes include separating out NCO and Waste Service Provider positions as directed by Ecology.

Central Waste Complex–Waste Receiving and Processing Facility  
Dangerous Waste Training Plan

Published Date: 05/29/18

Effective Date: 05/29/18

TABLE OF CONTENTS

1.0 INTRODUCTION ..... 2

    1.1 Purpose ..... 2

    1.2 Scope ..... 2

    1.3 Applicability ..... 2

    1.4 Implementation ..... 2

2.0 TRAINING PROGRAM ..... 3

    2.1 Responsibilities ..... 4

        2.1.1 Management ..... 4

        2.1.2 Waste Disposition Director ..... 4

        2.1.3 Facility Manager ..... 4

        2.1.4 Environmental Compliance Officer ..... 5

        2.1.5 Training Specialist, Facility Specific ..... 5

    2.2 Emergency Response Training ..... 5

3.0 NAMES, JOB DESCRIPTIONS, AND JOB TITLE/POSITIONS ..... 6

4.0 TRAINING RECORDS ..... 17

5.0 FORMS ..... 17

6.0 RECORD IDENTIFICATION ..... 17

7.0 SOURCES ..... 17

    7.1 Requirements ..... 17

    7.2 References ..... 17

List of Tables

Table 2-1. Applicability of WAC 173-303-330(1)(e) to CWC-WRAP ..... 5

Table 3-1. CWC-WRAP Waste Management Duty Crosswalk ..... 6

Table 3-2. Basic Personnel Training ..... 10

Table 3-3. Qualification Training for Specific Duties ..... 13

**Central Waste Complex–Waste Receiving and Processing Facility  
Dangerous Waste Training Plan**

Published Date: 05/29/18

Effective Date: 05/29/18

**1.0 INTRODUCTION****1.1 Purpose**

This Dangerous Waste Training Plan (DWTP) describes how the requirements of Washington Administrative Code (WAC) 173-303-330, *Personnel Training*, are met as described in Attachment 5 of WA7890008967, *Hanford Facility Resource Conservation and Recovery Act Permit* (hereafter Hanford Facility RCRA Permit). This standard provides instruction and guidance intended to ensure compliance with applicable environmental requirements. Proposed changes to any portion of this procedure must be reviewed by Environmental Protection. [ENV]

**1.2 Scope**

The Central Waste Complex (CWC)-Waste Receiving and Processing Facility (WRAP) is permitted as a treatment, storage, and/or disposal (TSD) unit at the Hanford Facility. The CWC-WRAP manages containerized dangerous waste. In addition, dangerous waste could be managed in a ≤90 day accumulation area(s) and satellite accumulation area(s) at the CWC-WRAP. Satellite accumulation areas are not subject to WAC 173-303-330 but certain generator activities are subject to training requirements. This training plan applies to dangerous waste handling activities conducted at CWC-WRAP.

This DWTP meets the requirements of PRC-PRO-TQ-459, *Environmental Training*, and WAC 173-303-330.

In accordance with the requirements in WAC 173-303-330(2), a training plan must contain the following:

- For each position related to dangerous waste management at the facility, the job title, the job description, and the name of the employee filling each job. The job description must include the requisite skills, education, other qualifications, and duties for each position.
- A written description of the type and amount of both introductory and continuing training required for each position.
- Records documenting that facility personnel have received and completed the training required by this section.

**1.3 Applicability**

Table 3-1 defines the applicable positions associated with this standard.

**1.4 Implementation**

This document is effective upon publication.

## Central Waste Complex–Waste Receiving and Processing Facility Dangerous Waste Training Plan

Published Date: 05/29/18

Effective Date: 05/29/18

### 2.0 TRAINING PROGRAM

The introductory and continuing training programs are designed to prepare personnel to manage and maintain the CWC-WRAP facilities in a safe, effective, and environmentally sound manner. In addition to preparing personnel to manage and maintain the CWC-WRAP facilities under normal conditions, the training programs ensure that personnel are prepared to respond in a prompt and effective manner should abnormal or emergency conditions occur. Emergency response training is consistent with the description of actions contained in HNF-IP-0263-CWC, *Building Emergency Plan for CWC*, and HNF-IP-0263-WRAP, *Building Emergency Plan for WRAP*.

The introductory and continuing training programs contain the following objectives:

**NOTE:** *Hanford Facility is a permitting term and means the Hanford Site. See PRC-STD-TQ-40245, Environmental Training Program Description, which can be found at the CH2M HILL Plateau Remediation Company (CHPRC) Procedures web site: <http://prc.chprc.rl.gov/pps/procedure.cfm/PRC-STD-TQ-40245>.*

- Teach Hanford Facility personnel to perform their duties in a way that ensures the Hanford Facility's compliance with WAC 173-303, *Dangerous Waste Regulations*.
- Teach Hanford Facility personnel dangerous waste management procedures (including implementation of the contingency plan) relevant to the job titles/positions in which they are employed.
- Ensure Hanford Facility personnel can respond effectively to emergencies.

The introductory and continuing training programs meet requirements through general Hanford Facility training, Contingency Plan training, Emergency Coordinator training, and Operations training. Training courses designed to meet these requirements are identified in Section 3.0 and summarized in the HAMMER/Hanford Training Course Catalog.

#### Introductory Training

Introductory training includes general Hanford Facility training and TSD Unit-specific training.

- General Hanford Facility training is described in Hanford Facility RCRA Permit, Attachment 5, and provided in accordance with the *Hanford Facility RCRA Permit*, Condition II.C.2.
- TSD unit-specific training is provided to Hanford Facility personnel allowing personnel to work unescorted, and in some cases is required for escorted access.

Hanford Facility personnel cannot perform a task for which they are not properly trained, except to gain required experience while under the direct supervision of a supervisor or coworker who is properly trained. Hanford Facility personnel must be trained within 6 months after their employment at or assignment to the Hanford Facility, or to a new job title/position at the Hanford Facility, whichever is later. If an employee is not trained within 6 months, this employee cannot perform the duty, even if supervised.

**Central Waste Complex–Waste Receiving and Processing Facility  
Dangerous Waste Training Plan**

Published Date: 05/29/18

Effective Date: 05/29/18

Continuing Training

Continuing training meets the requirements for WAC 173-303-330(1)(b) and includes general Hanford Facility training and TSD unit-specific training. Training courses designed to meet these requirements are identified in Section 3.0 and summarized in the training course catalog.

**2.1 Responsibilities**

This section lists the personnel directly responsible for training at the CWC-WRAP per PRC-PRO-TQ-459. This training includes the elements necessary to demonstrate compliance with WAC 173-303-330 and is made up of both classroom instruction and on-the-job training. Responsibilities of Hanford Facility personnel such as subcontractors and others, performing limited work in scope and duration, is defined elsewhere.

**2.1.1 Management**

Each line manager has overall responsibility for the training of those under his/her control that includes, but is not limited to:

- Determining training requirements for personnel, subcontractors, contractors, and visitors who obtain access or work within one or more of the areas subject to this plan.
- Ensuring personnel complete required training and qualification as specified in Section 3.0 of this document.

**2.1.2 Waste Disposition Director**

The Waste Disposition Director has the following responsibilities:

- Consults in the development and evaluation of current training programs
- Assists in determining minimum personnel training requirements to meet compliance
- Maintains current knowledge of training requirements pertaining to CWC-WRAP personnel

**2.1.3 Facility Manager**

The Facility Manager has the following responsibilities:

- Consults in the development and evaluation of current training programs
- Ensures employees receive environmental training commensurate with their job assignment
- Ensures all required environmental training is completed and documented
- Develops unit/building specific training programs to supplement the CHPRC facility-wide program
- Ensures the RCRA training program is successfully completed by unit/building personnel (1) within 6 months after regulations become effective or (2) within 6 months after their employment or assignment to the unit/building, or to a new position at the unit/building, whichever is later

**Central Waste Complex–Waste Receiving and Processing Facility  
Dangerous Waste Training Plan**

Published Date: 05/29/18

Effective Date: 05/29/18

- Assigns work based on the individual's training and qualification
- Maintains current knowledge of RCRA training requirements pertaining to CWC-WRAP personnel
- Maintains employee training records and provide them if requested

#### 2.1.4 Environmental Compliance Officer

The Environment Compliance Officer has the following responsibilities:

- Consults in the development and evaluation of current training programs
- Dangerous Waste Training Plan technical authority

#### 2.1.5 Training Specialist, Facility Specific

The Training Specialist has the following responsibilities:

- Ensures that personnel are properly trained in accordance with Dangerous Waste Regulations (WAC 173-303-330) and the Hanford Facility RCRA Permit
- Ensures waste minimization concepts are included in training, as applicable
- Assists in reviewing training procedures as requested
- Supervises the preparation of training aids and materials
- Provides or schedules initial training to new personnel and continuing training as necessary

### 2.2 Emergency Response Training

Federal and state regulations require that personnel be able to respond effectively to emergencies. In accordance with WAC 173-303-330(1)(e), personnel are trained on aspects applicable to operations. CWC-WRAP operations involve the management of dangerous waste within container management units. Table 2-1 indicates requirements from WAC 173-303-330(1)(e) applicable to CWC-WRAP operations.

**Table 2-1. Applicability of WAC 173-303-330(1)(e) to CWC-WRAP**

Element of WAC 173-303-330(1)(e)	Applicability to Container Management TSD unit
Procedures for using, inspecting, repairing, and replacing facility emergency and monitoring equipment*	Yes
Key parameters for automatic waste feed cut-off systems	No
Communications or alarm systems*	Yes
Response to fires or explosions*	Yes
Response to groundwater contamination incidents	No
Shutdown of operations	No

\* See Table 3-1 to determine personnel trained on the different aspects applicable to operations.

**Central Waste Complex–Waste Receiving and Processing Facility  
Dangerous Waste Training Plan**

Published Date: 05/29/18

Effective Date: 05/29/18

### 3.0 NAMES, JOB DESCRIPTIONS, AND JOB TITLE/POSITIONS

A list of Hanford Facility personnel assigned to the CWC-WRAP is available upon request. Personnel job titles/positions that carry out waste management duties at CWC-WRAP are identified in Table 3-1. A training course matrix (Table 3-2 and Table 3-3) lists the training courses assigned to each job title/position from Table 3-1.

Non-CWC-WRAP Personnel or Visitors include individuals not permanently assigned exclusively to the CWC-WRAP facility and who do not have dangerous waste management or generation responsibilities or supervision of such activities. These individuals include but are not limited to administrative personnel (e.g., Environmental Records), regulatory oversight, transient sampling personnel not permanently assigned to the CWC-WRAP facility, and personnel utilized for temporary assignments. For CHPRC Soil and Groundwater Samplers, refer to SGRP-STD-TQ-54227, *Groundwater Well Sampling, Inspection, and Maintenance Dangerous Waste Training Plan*.

The Hanford Site Worker Eligibility Tool (HSWET) is available to demonstrate dangerous waste worker training qualification status. Specific information concerning job title/position, requisite skills, education, and other qualifications for personnel can be provided upon request.

**Table 3-1. CWC-WRAP Waste Management Duty Crosswalk**

Job Title/Position	Waste Management Duty/Job Description
Non-CWC-WRAP Personnel or Visitors	<ul style="list-style-type: none"> <li>• Report discovered spills and releases</li> <li>• Evacuate or take cover in response to specific incidents</li> </ul>
Field Work Supervisor (FWS)	<ul style="list-style-type: none"> <li>• Report discovered spills and releases</li> <li>• Evacuate or take cover in response to specific incidents</li> <li>• Supervise waste management activities</li> <li>• Use emergency and monitoring equipment [Element of WAC 173-303-330(1)(e), Table 2-1]</li> <li>• Respond to and use communications or alarm systems [Element of WAC 173-303-330(1)(e), Table 2-1]</li> <li>• Respond to fires or explosions [Element of WAC 173-303-330(1)(e), Table 2-1]</li> <li>• Manage transfer and shipment of dangerous or mixed waste</li> <li>• Prepare and submit environmental records</li> </ul>
Single Point of Contact (SPOC)	<ul style="list-style-type: none"> <li>• Report discovered spills and releases</li> <li>• Evacuate or take cover in response to specific incidents</li> <li>• Report spills and releases to off-site agencies</li> <li>• Environmental notification reporting</li> <li>• Prepare and submit environmental records</li> </ul>

**Central Waste Complex–Waste Receiving and Processing Facility  
Dangerous Waste Training Plan**

Published Date: 05/29/18

Effective Date: 05/29/18

Table 3-1. CWC-WRAP Waste Management Duty Crosswalk

Job Title/Position		Waste Management Duty/Job Description
Waste Service Providers	Waste Management Representatives (WMR)	<ul style="list-style-type: none"> <li>• Report discovered spills and releases</li> <li>• Evacuate or take cover in response to specific incidents</li> <li>• Choose containers for accumulation/storage, determine container markings, determine waste segregation practices</li> <li>• Complete waste designations</li> <li>• Initiate process for waste shipments to TSDs for storage or disposal</li> <li>• Prepare and submit environmental records</li> </ul>
	Treatment, Storage, and Disposal Representatives (TSDR)	<ul style="list-style-type: none"> <li>• Report discovered spills and releases</li> <li>• Evacuate or take cover in response to specific incidents</li> <li>• Interpret results from physical or chemical screening on dangerous or mixed waste for waste transfer to Solid Waste Operations Complex</li> <li>• Approve incoming TSD unit waste acceptance review</li> <li>• Perform data quality review/assessment on analytical data for use in generator waste designations</li> <li>• Prepare and submit environmental records</li> </ul>
	Verifiers	<ul style="list-style-type: none"> <li>• Report discovered spills and releases</li> <li>• Evacuate or take cover in response to specific incidents</li> <li>• Perform physical and/or chemical verifications on waste</li> <li>• Prepare and submit environmental records</li> </ul>
	Waste Shippers	<ul style="list-style-type: none"> <li>• Report discovered spills and releases</li> <li>• Evacuate or take cover in response to specific incidents</li> <li>• Prepare and certify waste shipment documentation for both onsite and offsite shipments of dangerous and/or mixed waste</li> <li>• Prepare and submit environmental records</li> </ul>
Maintenance Crafts		<ul style="list-style-type: none"> <li>• Report discovered spills and releases</li> <li>• Evacuate or take cover in response to specific incidents</li> <li>• Generate and handle dangerous or mixed waste during work activities</li> <li>• Prepare and submit environmental records</li> </ul>
Radiological Control Technician (RCT)		<ul style="list-style-type: none"> <li>• Report discovered spills and releases</li> <li>• Evacuate or take cover in response to specific incidents</li> <li>• Generate and handle dangerous or mixed waste during work activities</li> <li>• Use emergency [and monitoring] equipment [Element of WAC 173-303-330(1)(e), Table 2-1]</li> <li>• Respond to and use communications or systems [Element of WAC 173-303-330(1)(e), Table 2-1]</li> <li>• Respond to fires or explosions [Element of WAC 173-303-330(1)(e), Table 2-1]</li> <li>• Prepare and submit environmental records</li> </ul>

**Central Waste Complex–Waste Receiving and Processing Facility  
Dangerous Waste Training Plan**

Published Date: 05/29/18

Effective Date: 05/29/18

Table 3-1. CWC-WRAP Waste Management Duty Crosswalk

Job Title/Position		Waste Management Duty/Job Description
Nuclear Chemical Operator (NCO)	Basic NCO Duties <i>(Note: These duties are required of all NCO categories.)</i>	<ul style="list-style-type: none"> <li>Report discovered spills and releases</li> <li>Evacuate or take cover in response to specific incidents</li> <li>Generate dangerous or mixed waste and place waste into pre-approved containers</li> <li>Use emergency and monitoring equipment [Element of WAC 173-303-330(1)(e), Table 2-1]</li> <li>Respond to and use communications or alarm systems [Element of WAC 173-303-330(1)(e), Table 2-1]</li> <li>Prepare and submit environmental records</li> </ul>
	NCO - CWC Surveillance	<ul style="list-style-type: none"> <li>Perform TSD unit daily inspections for areas subject to spills</li> <li>Apply container markings or labels</li> <li>Perform inspections on dangerous or mixed waste containers and areas and notify operations management of problems encountered during inspections</li> <li>Perform inspections on emergency response equipment and notify operations management of problems encountered during inspections</li> </ul>
	NCO - CWC Storage	<ul style="list-style-type: none"> <li>Respond to fires or explosions [Element of WAC 173-303-330(1)(e), Table 2-1]</li> <li>Receive and accept shipment of dangerous or mixed waste for storage</li> <li>Ship waste out of CWC</li> <li>Transfer waste between CWC and other SWOC facilities</li> <li>Apply container markings or labels</li> </ul>
	NCO – WRAP TRU and LLW/RWM TRU Glovebox Operator	<ul style="list-style-type: none"> <li>Sample and package waste samples</li> <li>Waste management activities performed in a glovebox</li> <li>Apply container markings or labels</li> <li>Perform rigging and scaffolding operations</li> <li>Perform aerial lift operations</li> </ul>
	NCO – WRAP Shipping and Receiving	<ul style="list-style-type: none"> <li>Respond to fires or explosions [Element of WAC 173-303-330(1)(e), Table 2-1]</li> <li>Sample and package waste samples</li> <li>Receive a transfer or shipment of dangerous or mixed waste</li> <li>Perform rigging and scaffolding operations</li> <li>Apply container markings or labels</li> <li>Perform aerial lift operations</li> </ul>
	NCO – WRAP Facility Operator	<ul style="list-style-type: none"> <li>Sample and package waste samples</li> <li>Waste management activities performed in a glovebox</li> <li>Apply container markings or labels</li> <li>Perform aerial lift operations</li> </ul>
	NCO – WRAP NDE-NDA Operator	<ul style="list-style-type: none"> <li>Receive a transfer or shipment of dangerous or mixed waste</li> <li>Overpack waste containers</li> <li>Perform NDE/NDA inspections on dangerous or mixed waste containers and areas and notify operations management of problems encountered during inspections</li> <li>Apply container markings or labels</li> <li>Perform rigging and scaffolding operations</li> <li>Perform aerial lift operations</li> </ul>

**Central Waste Complex–Waste Receiving and Processing Facility  
Dangerous Waste Training Plan**

Published Date: 05/29/18

Effective Date: 05/29/18

**Table 3-1. CWC-WRAP Waste Management Duty Crosswalk**

Job Title/Position	Waste Management Duty/Job Description
Environmental Compliance Officer (ECO)	<ul style="list-style-type: none"> <li>• Report discovered spills and releases</li> <li>• Evacuate or take cover in response to specific incidents</li> <li>• Ensure operations are consistent with requirements contained in Dangerous Waste Regulations, WAC 173-303</li> <li>• Prepare and submit environmental records</li> </ul>
Building Emergency Director (BED)*	<ul style="list-style-type: none"> <li>• Report discovered spills and releases</li> <li>• Evacuate or take cover in response to specific incidents</li> <li>• Respond to and use communications or alarm systems [Element of WAC 173-303-330(1)(e), Table 2-1]</li> <li>• Provide direction during emergencies, evacuation or take cover</li> <li>• Perform RCRA Emergency Coordinator duties as the BED in Hanford Incident Command System</li> <li>• Prepare and submit environmental records</li> </ul>

\* Building Emergency Directors are Field Work Supervisors that have taken the BED training.

RCRA = Resource Conservation and Recovery Act of 1976

TSD = treatment, storage, and/or disposal

NDA = Nondestructive assay

NDE = Nondestructive examination

TRU = Transuranic

LLW – Low level waste

RWM = Restricted Waste Management

## Central Waste Complex–Waste Receiving and Processing Facility Dangerous Waste Training Plan

Published Date: 05/29/18

Effective Date: 05/29/18

Table 3-2. Basic Personnel Training

Course Number	Course Title	Frequency	Training Type <sup>a</sup>	Area Where Training Applies	Job Title/Position								
					Non-CWC-WRAP Personnel or Visitors	FWS <sup>b</sup>	SPOC	Waste Service Provider <sup>b</sup>	Maintenance Crafts	RCT	NCO <sup>b</sup>	ECO	BED
<b>GENERAL</b>													
000006	CHPRC General Employee Training (CBT)	Annual	GHFT, CPT	CWC-WRAP	X <sup>c</sup>	X	X	X	X	X	X	X	X
100090	Hanford Site Visitor Orientation (CBT)	Monthly	GHFT	CWC-WRAP	X <sup>c</sup>								
100099	Hanford Site Orientation (CBT)	Annual	GHFT	CWC-WRAP	X <sup>c</sup>								
<b>FACILITY HEALTH &amp; SAFETY</b>													
300701	Central Waste Complex (CWC) Orientation (CBT)	Initial	GHFT, CPT	CWC	X <sup>d</sup>	X	X <sup>d</sup>	X <sup>d</sup>	X	X	X	X	X
301740	Solid Waste Storage and Disposal Facility Emergency and Hazard Identification Checklist (FEHIC) (CBT)	Annual	GHFT, CPT	CWC	X <sup>d</sup>	X	X <sup>d</sup>	X <sup>d</sup>	X	X	X	X	X
306750	WRAP Facility Orientation (CBT)	Initial	GHFT, CPT	WRAP	X <sup>d</sup>	X	X <sup>d</sup>	X <sup>d</sup>	X	X	X	X	X
03E306	WRAP Facility Emergency and Hazard Identification Checklist (FEHIC) (CBT)	Annual	GHFT, CPT	WRAP	X <sup>d</sup>	X	X <sup>d</sup>	X <sup>d</sup>	X	X	X	X	X

Central Waste Complex–Waste Receiving and Processing Facility Dangerous Waste Training Plan

Published Date: 05/29/18

Effective Date: 05/29/18

Table 3-2. Basic Personnel Training

Course Number	Course Title	Frequency	Training Type <sup>a</sup>	Area Where Training Applies	Job Title/Position								
					Non-CWC-WRAP Personnel or Visitors	FWS <sup>b</sup>	SPOC	Waste Service Provider <sup>b</sup>	Maintenance Crafts	RCT	NCO <sup>b</sup>	ECO	BED
<b>WASTE MANAGEMENT</b>													
035100	Container Waste Management (Classroom)	Initial	GHFT, OT	CWC-WRAP		X <sup>e</sup>		X <sup>f</sup>	X <sup>e</sup>	X <sup>e</sup>	X		
035110	Container Waste Management Refresher (CBT)	Annual	GHFT, OT	CWC-WRAP		X		X <sup>f</sup>	X	X	X		
02006G	Waste Management Awareness (Classroom)	Initial	GHFT	CWC-WRAP		X <sup>e</sup>			X <sup>e</sup>	X <sup>e</sup>			
<b>BUILDING EMERGENCY</b>													
02028B	Building Emergency Director Initial Training (Classroom)	Initial	ECT	CWC-WRAP									X
037515	Building Emergency Director Refresher Training (CBT)	Annual	ECT	CWC-WRAP									X
304466	SWOC Building Emergency Director Qualification Card Checklist (OJT)	Initial	ECT	CWC-WRAP									X
<b>ENVIRONMENTAL</b>													
600100	Environmental Compliance Officer – Core (OJT)	Initial	OT	CWC-WRAP								X	
600304	Waste Disposition – ECO <sup>9</sup> (OJT)	Initial	OT	CWC-WRAP								X	

<sup>a</sup> Training Types in Attachment 5 of WA7890008967, Hanford Facility RCRA Permit.  
<sup>b</sup> See Table 3-3 for qualification training needed for specific FWS, Waste Service Provider, and NCO duties.  
<sup>c</sup> Non-CWC-WRAP Personnel or Visitors may take course number 000006, 100090, or 100099.  
<sup>d</sup> Personnel that do not have this training will be escorted.  
<sup>e</sup> FWS, Maintenance Crafts, and RCTs may take course 02006G or 035100.  
<sup>f</sup> Course not required for Waste Service Providers – Waste Shipper.  
<sup>9</sup> Required training only for permanently assigned ECO.

Central Waste Complex–Waste Receiving and Processing Facility Dangerous Waste Training Plan

Published Date: 05/29/18

Effective Date: 05/29/18

Table 3-2. Basic Personnel Training

Course Number	Course Title	Frequency	Training Type <sup>a</sup>	Area Where Training Applies	Job Title/Position									
					Non-CWC-WRAP Personnel or Visitors	FWS <sup>b</sup>	SPOC	Waste Service Provider <sup>b</sup>	Maintenance Crafts	RCT	NCO <sup>b</sup>	ECO	BED	

BED = Building Emergency Director  
 CBT = Computer Based Training  
 CPT = Contingency Plan Training  
 ECO = Environmental Compliance Officer  
 ECT = Emergency Coordinator Training  
 FWS = Field Work Supervisor

GHFT = General Hanford Facility Training  
 NCO = Nuclear Chemical Operator  
 OJT = On-the-Job Training  
 OT = Operations Training  
 RCT = Radiological Control Technician  
 SPOC = Single Point of Contact

## Central Waste Complex–Waste Receiving and Processing Facility Dangerous Waste Training Plan

Published Date: 05/29/18

Effective Date: 05/29/18

Table 3-3. Qualification Training for Specific Duties

Course Number	Course Title	Frequency	Training Type <sup>a</sup>	Area Where Training Applies	FWS	Waste Service Providers				NCO								
						WMR	TSDR	Verifier	Waste Shipper	Surveillance	Storage	TRU and LLW/RWM TRU Glovebox Operator	Shipping and Receiving	Facility Operator	NDE/NDA Operator			
<b>WASTE SERVICES</b>																		
035010	Waste Designation (Classroom)	Initial	OT	CWC-WRAP		X	X	X										
035012	Waste Designation Qualification (Classroom)	Annual	OT	CWC-WRAP		X	X	X										
153020	Waste Fundamentals Qualification Card (OJT)	Initial	OT	CWC-WRAP		X	X	X										
153021	Waste Management Representative (WMR) Qualification Card (OJT)	Initial	OT	CWC-WRAP		X												
153022	Treatment Storage and Disposal Representative (TSDR) Qualification Card (OJT)	Initial	OT	CWC-WRAP			X											
153116	Chemical Verification Qualification Card (OJT)	Initial	OT	WRAP				X <sup>b</sup>										
153216	NDE Verification Qualification Card (OJT)	Initial	OT	CWC-WRAP				X										
153316	Visual Verification Specialist Qualification Card (OJT)	Initial	OT	CWC-WRAP				X										
020159	Advanced Hazardous Waste Shipper Certification Training (Classroom)	Initial	OT	CWC-WRAP					X									
020078	Advanced Mixed Waste Shipper Certification Training (Classroom)	Every 3 years	OT	CWC-WRAP					X									

## Central Waste Complex–Waste Receiving and Processing Facility Dangerous Waste Training Plan

Published Date: 05/29/18

Effective Date: 05/29/18

Table 3-3. Qualification Training for Specific Duties

Course Number	Course Title	Frequency	Training Type <sup>a</sup>	Area Where Training Applies	FWS	Waste Service Providers				NCO				
						WMR	TSDR	Verifier	Waste Shipper	Surveillance	Storage	TRU and LLW/RWM TRU Glovebox Operator	Shipping and Receiving	Facility Operator
<b>FACILITY OPERATIONS</b>														
300220	Central Waste Complex Surveillance Qualification (OJT, PD)	Every 2 years	OT	CWC						X				
300985	SWSD - Storage Operation Exam (OJT, PD)	Every 2 years	OT	CWC							X			
300400	Waste Management Exam (E/E)	Every 2 years	OT	CWC						X	X			
306500	WRAP TRU Glovebox Operator Qualification (OJT, PD)	Every 2 years	OT	WRAP								X <sup>c</sup>		
306525	WRAP LLW/TRU Glovebox Operator Qualification (OJT, PD)	Every 2 years	OT	WRAP								X <sup>c</sup>		
306720	WRAP LLW/TRU RWM Glovebox Operator Qualification (OJT, PD)	Initial	OT	WRAP								X <sup>c</sup>		
306725	WRAP LLW/TRU RWM Glovebox Operator Requalification (OJT, PD)	Every 2 years	OT	WRAP								X <sup>c</sup>		
306515	WRAP Shipping and Receiving Operator (OJT, PD)	Initial	OT	WRAP									X	
306516	WRAP Shipping and Receiving Operator Requalification (E/E, PD)	Every 2 years	OT	WRAP									X	
306530	WRAP Facility Operator Qualification (OJT, PD)	Initial	OT	WRAP										X
306531	WRAP Facility Operator Requalification (E/E, PD)	Every 2 years	OT	WRAP										X

## Central Waste Complex--Waste Receiving and Processing Facility Dangerous Waste Training Plan

Published Date: 05/29/18

Effective Date: 05/29/18

Table 3-3. Qualification Training for Specific Duties

Course Number	Course Title	Frequency	Training Type <sup>a</sup>	Area Where Training Applies	FWS	Waste Service Providers				NCO				
						WMR	TSDR	Verifier	Waste Shipper	Surveillance	Storage	TRU and LLW/RWM TRU Glovebox Operator	Shipping and Receiving	Facility Operator
<b>FACILITY MANAGEMENT</b>														
300402	SWSD Waste Management Exam (E/E)	Every 2 Years	CPT, OT	CWC	X									
300222	Central Waste Complex Surveillance Qualification Exam (E/E)	Every 2 years	OT	CWC	X									
300988	Solid Waste Storage and Disposal – Storage (E/E)	Every 2 years	OT	CWC	X									
301130	CWC/LLBG Operations Field Work Supervisor Qualification Card (OJT)	Initial	CPT, OT	CWC	X									
301135	CWC/LLBG/IDF Shift Duty Officer Qualification Card (OJT)	Initial	CPT, OT	CWC	X									
306506	WRAP TRU Glovebox Exam (E/E)	Every 2 years	OT	WRAP	X <sup>c</sup>									
306518	WRAP Shipping and Receiving Operator Exam (E/E)	Every 2 years	OT	WRAP	X									
306528	WRAP Low Level Waste/TRU Glovebox Exam (E/E)	Every 2 years	OT	WRAP	X <sup>c</sup>									
306532	WRAP Facility Operator Exam (E/E)	Every 2 years	OT	WRAP	X									
306610	WRAP Duty Operations Supervisor Qualification Card (OJT)	Initial	CPT, OT	WRAP	X									
306615	WRAP First Line Manager Qualification Card (OJT)	Every 2 years	CPT, OT	WRAP	X									

Central Waste Complex–Waste Receiving and Processing Facility Dangerous Waste Training Plan

Published Date: 05/29/18

Effective Date: 05/29/18

Table 3-3. Qualification Training for Specific Duties

Course Number	Course Title	Frequency	Training Type <sup>a</sup>	Area Where Training Applies	FWS	Waste Service Providers				NCO			
						WMR	TSDR	Verifier	Waste Shipper	Surveillance	Storage	TRU and LLW/RWM TRU Glovebox Operator	Shipping and Receiving

<sup>a</sup> Training Types in Attachment 5 of WA7890008967, Hanford Facility RCRA Permit.

<sup>b</sup> Chemical Screening is not being performed at this time. Certification will be required prior to resuming this activity.

<sup>c</sup> Training is required for waste management activities prior to resuming glovebox operations.

CPT = Contingency Plan Training  
 FWS = Field work supervisor  
 E/E = Evaluation/Exam  
 LLW = Low level waste  
 NCO = Nuclear Chemical Operator  
 NDA = Nondestructive Assay  
 NDE = Nondestructive Examination

OJT = On-the-Job Training  
 OT = Operations Training  
 PD = Performance Demonstration  
 RWM = Restricted Waste Management  
 TRU = Transuranic  
 TSDR = Treatment Storage and Disposal Representative  
 WMR = Waste Management Representative

**Central Waste Complex–Waste Receiving and Processing Facility  
Dangerous Waste Training Plan**

Published Date: 05/29/18

Effective Date: 05/29/18

**4.0 TRAINING RECORDS**

Training records, as described in WAC 173-303-330, consist of documentation that shows training has been completed for both classroom and on-the-job training. Training records associated with personnel identified in the DWTP are maintained in electronic format or hard copy.

Training records contain the course number, course title, and date of completion. In accordance with Hanford Facility RCRA Permit, Attachment 5, and Hanford Facility RCRA Permit, Condition II.I.1, copies of training records are typically scanned and transferred electronically to the Training Records office in Richland, Washington, where they are entered into the Integrated Document Management System (IDMS) and verified for permanent record storage. Additionally, course completion documentation of former employees that are not available in IDMS are maintained or archived at the permanent record storage center in Renton, Washington.

When a training record is requested during an inspection, an electronic record will initially be provided. Training records of former employees may not be available through computers at CWC-WRAP and may require a representative from the Training Records office to access this information.

This plan can be used to determine the RCRA training status of all personnel identified in this plan.

**5.0 FORMS**

None

**6.0 RECORD IDENTIFICATION**

None

**7.0 SOURCES****7.1 Requirements**

WA7890008967, *Hanford Facility Resource Conservation and Recovery Act Permit*  
WAC 173-303-330, *Personnel Training*

**7.2 References**

HNF-IP-0263-CWC, *Building Emergency Plan for CWC*  
HNF-IP-0263-WRAP, *Building Emergency Plan for WRAP*  
PRC-PRO-TQ-459, *Environmental Training*  
PRC-STD-TQ-40245, *Environmental Training Program Description*  
SGRP-STD-TQ-54227, *Groundwater Well Sampling, Inspection, and Maintenance Dangerous Waste Training Plan*

**ENCLOSURE 2**

**PRC-STD-TQ-40236**

**Central Plateau Project Surveillance and Maintenance Dangerous Waste Training Plan**

Consisting of 19 pages  
(including this cover page.)



## Standards

# PRC-STD-TQ-40236

## Central Plateau Project Surveillance and Maintenance Dangerous Waste Training Plan

Revision 1, Change 3

Published: 04/18/2018

Effective: 04/18/2018

Program: Training

Topic: Training and Qualification

Technical Authority: Turlington, Daniel

Functional Manager: Singleton, Deborah

## Use Type: Administrative



**Central Plateau Project Surveillance and Maintenance Dangerous Waste Training Plan**

Published Date: 04/18/2018

Effective Date: 04/18/2018

- Central Plateau Surveillance and Maintenance :  
**Categorical Exclusion:** GCX-7 (Minor Change)  
 **Screener:** Hicks, Jarrod

**JHA:** Administrative

**Periodic Review Due Date:**04/18/2021

Rev. 1, Chg. 3

## **Change Summary**

### **Description of Change**

Dangerous Waste Training Plan is being updated to better reflect the requirements of the CP S&M Project.

**Central Plateau Surveillance and Maintenance  
Dangerous Waste Training Plan**

**Published Date: 04/18/2018**

**Effective Date: 04/18/2018**

**TABLE OF CONTENTS**

1.0 INTRODUCTION ..... 2

    1.1 Purpose ..... 2

    1.2 Scope ..... 2

    1.3 Applicability ..... 3

    1.4 Implementation ..... 3

2.0 TRAINING PROGRAM ..... 3

    2.1 Responsibilities ..... 4

    2.2 Emergency Response Training ..... 6

3.0 NAMES, JOB DESCRIPTIONS, AND JOB TITLE/POSITIONS ..... 6

4.0 TRAINING RECORDS ..... 16

5.0 FORMS ..... 16

6.0 RECORD IDENTIFICATION ..... 16

7.0 SOURCES ..... 16

    7.1 Requirements ..... 16

    7.2 References ..... 16

**List of Tables**

Table 2-1. Applicability of WAC 173-303-330(1)(e) to CP S&M ..... 6

Table 3-1. CP S&M Waste Management Duty Crosswalk ..... 7

Table 3-2. Training Course Matrix ..... 11

## Central Plateau Surveillance and Maintenance Dangerous Waste Training Plan

Published Date: 04/18/2018

Effective Date: 04/18/2018

### 1.0 INTRODUCTION

#### 1.1 Purpose

The Dangerous Waste Training Plan (DWTP) describes how the requirements of Washington Administrative Code (WAC) 173-303-330, *Personnel Training*, are met as described in Attachment 5.0 of WA7 89000 8967, *Hanford Facility Resource Conservation and Recovery Act (RCRA) Permit*.

#### 1.2 Scope

The Central Plateau Surveillance and Maintenance (CP S&M) project manages many treatment, storage, and/or disposal (TSD) units at the Hanford Facility. CP S&M manages dangerous waste in container management areas, tank systems, miscellaneous units, landfills, surface impoundments, and containment buildings. In addition, dangerous waste is managed in a  $\leq 90$ -day accumulation area(s) and satellite accumulation area(s) at the CP S&M. Satellite accumulation areas are not subject to WAC 173-303-330 but certain generator activities are subject to training requirements.

The DWTP addresses any  $\leq 90$ -day accumulation area identified in the central database. The DWTP also addresses TSD units which are either included in the Hanford Facility RCRA Permit Revision 8C, or are subject to interim status requirements.

Certain generator activities are subject to training requirements based on commitments in correspondence between the U.S. Department of Energy (DOE), Richland Operations Office (RL) and the State of Washington Department of Ecology (Ecology).

The DWTP meets the requirements of PRC-PRO-TQ-459, *Environmental Training*, and WAC 173-303-330. WAC 173-303-330 requirements are described in Attachment 5.0 of WA7 89000 8967, *Hanford Facility RCRA Permit*.

In accordance with the requirements in WAC 173-303-330(2), a training plan must contain the following:

- For each position related to dangerous waste management at the facility, the job title, the job description, and the name of the employee filling each job. The job description must include the requisite skills, education, other qualifications, and duties for each position.
- A written description of the type and amount of both introductory and continuing training required for each position.

Records documenting facility personnel have received and completed the training required by this section.

## Central Plateau Surveillance and Maintenance Dangerous Waste Training Plan

Published Date: 04/18/2018

Effective Date: 04/18/2018

### 1.3 Applicability

Table 3-1 defines the applicable positions associated with this standard.

### 1.4 Implementation

This document is effective upon publication.

## 2.0 TRAINING PROGRAM

The introductory and continuing training programs are designed to prepare personnel to manage and maintain the CP S&M facilities in a safe, effective, and environmentally sound manner. In addition to preparing personnel to manage and maintain the CP S&M facilities under normal conditions, the training programs ensure that personnel are prepared to respond in a prompt and effective manner should abnormal or emergency conditions occur.

Emergency response training is consistent with the description of actions contained in:

- DOE/RL-98-35, *Surveillance and Maintenance Plan for the Plutonium Uranium Extraction (PUREX) Facility*.
- DOE/RL-99-24, *Surveillance and Maintenance Plan for the 221-B Facility*.
- HNF-IP-0263, CP S&M, *Building Emergency Plan for Balance of Site Surveillance and Maintenance*.
- HNF-IP-0263, *FFTF, Building Emergency Plan for FFTF Property Protection Area*.
- WA7 89000 8967, Part III, Operating Unit 2, Addendum J, "*Contingency Plan for PUREX Storage Tunnels*".

The introductory and continuing training programs contain the following objectives:

**NOTE:** *Hanford Facility is a permitting term and means the Hanford Site. See [PRC-STD-TQ-40245](#), Environmental Training Program Description, which can be found at the CH2M HILL Plateau Remediation Company (CHPRC) Procedures web site: <http://prc.chprc.rl.gov/pps/procedure.cfm/PRC-STD-TQ-40245>*

- Teach Hanford Facility personnel to perform their duties in a way that ensures the Hanford Facility's compliance with WAC 173-303-330, *Dangerous Waste Regulations*.
- Teach Hanford Facility personnel dangerous waste management procedures (including implementation of the contingency plan) relevant to the job titles/positions in which they are employed.
- Ensure Hanford Facility personnel can respond effectively to emergencies.

**Central Plateau Surveillance and Maintenance  
Dangerous Waste Training Plan****Published Date: 04/18/2018****Effective Date: 04/16/2018**

The introductory and continuing training programs meet requirements through general Hanford Facility training, Contingency Plan training, Emergency Coordinator training, and Operations training. Training courses designed to meet these requirements are identified in Section 3.0 and summarized in the HAMMER/Hanford Training Course Catalog.

### Introductory Training

Introductory training includes general Hanford Facility training and TSD Unit specific training.

- General Hanford Facility training is described in WA7 89000 8967, Attachment 5.0, and provided in accordance with the Hanford Facility RCRA Permit, Condition II.C.2.
- TSD unit and 90-day accumulation area-specific training is provided to Hanford Facility personnel allowing personnel to work unescorted, and in some cases, is required for escorted access.

Hanford Facility personnel cannot perform a task for which they are not properly trained, except to gain required experience while under the direct supervision of a supervisor or coworker who is properly trained.

Hanford Facility personnel must be trained within 6 months after their employment at or assignment to the Hanford Facility, or to a new job title/position at the Hanford Facility, whichever is later. If an employee is not trained within 6 months, this employee cannot perform the duty, even if supervised.

### Continuing Training

Continuing training meets the requirements for WAC 173-303-330(1)(b) and includes general Hanford Facility training and TSD unit and 90-day accumulation area-specific training. Training courses designed to meet these requirements are identified in Section 3.0 and summarized in the training course catalog.

## **2.1 Responsibilities**

This section lists the personnel directly responsible for training at CPS&M per PRC-PRO-TQ-459. This training includes the elements necessary to demonstrate compliance with WAC 173-303-330 and is made up of both classroom instruction and/or on-the-job training. Responsibilities of Hanford Facility personnel such as subcontractors and others, performing limited work in scope and duration, is defined elsewhere.

### **2.1.1 Management**

Each line manager has overall responsibility for the training of those under his/her control that includes, but is not limited to:

- Determining training requirements for personnel, subcontractors, contractors, and visitors who obtain access or work within one or more of the areas subject to this plan.
- Ensuring personnel complete required training and qualification as specified in Section 3.0 of this document.

**Central Plateau Surveillance and Maintenance  
Dangerous Waste Training Plan****Published Date: 04/18/2018****Effective Date: 04/18/2018****2.1.2 Shift Operations Manager**

The Shift Operations Manager has the following responsibilities:

- Consults in the development and evaluation of current training programs.
- Assists in determining minimum personnel training requirements to meet compliance.
- Maintains current knowledge of training requirements pertaining to CPS&M personnel.

**2.1.3 Facility Manager**

The Facility Manager has the following responsibilities:

- Consults in the development and evaluation of current training programs.
- Ensures employees receive environmental training commensurate with their job assignment.
- Ensures all required environmental training is completed and documented.
- Develops unit/building specific training programs to supplement the CHPRC facility-wide program.
- Ensures the RCRA training program is successfully completed by unit/building personnel:
  - (1) Within 6 months after regulations become effective.

OR

- (2) Within 6 months after their employment or assignment to the unit/building, or to a new position at the unit/building, whichever is later.
- Assigns work based on the individual's training and qualification.
  - Maintains current knowledge of RCRA training requirements pertaining to CPS&M personnel.
  - Maintains employee training records and provide them if requested.

**2.1.4 Environmental Compliance Officer**

The Environment Compliance Officer has the following responsibilities:

- Consults in the development and evaluation of current training programs.
- Dangerous Waste Training Plan Technical Authority.

**Central Plateau Surveillance and Maintenance  
Dangerous Waste Training Plan**

Published Date: 04/18/2018

Effective Date: 04/18/2018

**2.2 Emergency Response Training**

Federal and state regulations require that personnel be able to respond effectively to emergencies. In accordance with WAC 173-303-330(1)(e), personnel are trained on aspects applicable to operations. CP S&M operations involve the management of dangerous waste within container management areas, tank systems, miscellaneous units, landfills, surface impoundments, and containment buildings. Table 2-1 indicates requirements from WAC 173-303-330(1)(e) applicable to CP S&M operations.

**Table 2-1. Applicability of WAC 173-303-330(1)(e) to CP S&M**

<b>Element of WAC 173-303-330(1)(e)</b>	<b>Applicability to CP S&amp;M Project Container Management Areas, Tank Systems, and Containment Buildings TSD units and 90-day Accumulation Areas</b>	<b>Applicability to PUREX Storage Tunnels</b>	<b>Applicability to Landfills, Surface Impoundments and Miscellaneous Units cribs, ponds, ditches, trenches, landfills, basins, etc.)</b>
Procedures for using, inspecting, repairing, and replacing facility emergency and monitoring equipment	Yes	No	No
Key parameters for automatic waste feed cut-off systems	No	No	No
Communications or alarm systems	Yes	Yes	Yes
Response to fires or explosions	Yes	Yes	Yes
Response to groundwater contamination incidents	No	No	Yes
Shutdown of operations	No	No	No

**3.0 NAMES, JOB DESCRIPTIONS, AND JOB TITLE/POSITIONS**

A list of Hanford Facility personnel assigned to the CP S&M is available upon request. Personnel assigned job titles/positions that carry out job duties relating to CP S&M waste management operations are identified with an asterisk in Table 3-1, "CP S&M Project Waste Management Duty Crosswalk," Table 3-2, "CP S&M Training Course Matrix," assigns waste management duties to those job titles/positions identified in Table 3-1.

**Central Plateau Surveillance and Maintenance  
Dangerous Waste Training Plan**

Published Date: 04/18/2018

Effective Date: 04/18/2018

Non-CP S&M Personnel or Visitors include individuals not permanently assigned exclusively to the CP S&M facility and who do not have dangerous waste management or generation responsibilities or supervision of such activities. These individuals include but are not limited to administrative personnel (e.g., Environmental Records), regulatory oversight, transient sampling personnel not permanently assigned to the CP S&M facility, and personnel utilized for temporary assignments.

The job description includes requisite skills, education, other qualifications, and duties for each job title/position. The CHPRC Human Resources Department maintains information on requisite skills, education, and other qualifications for job title/positions. Specific information concerning job title/position, requisite skills, education, and other qualifications for personnel can be provided upon request.

The following job titles/positions are assigned to personnel:

**Table 3-1. CPS&M Waste Management Duty Crosswalk**

Job Title/Position	Waste Management Duty
Non-CPS&M Personnel or Visitors	<ul style="list-style-type: none"> <li>• Report discovered spills and releases</li> <li>• Evacuate or take cover in response to specific incidents</li> </ul>
Field Work Supervisor	<ul style="list-style-type: none"> <li>• Report discovered spills and releases</li> <li>• Evacuate or take cover in response to specific incidents</li> <li>• Supervise waste management activities</li> <li>• Use emergency and monitoring equipment [Element of WAC 173-303-330(1)(e), Table 2-1]</li> <li>• Respond to and use communications or alarm systems [Element of WAC 173-303-330(1)(e), Table 2-1]</li> <li>• Respond to fires or explosions [Element of WAC 173-303-330(1)(e), Table 2-1]</li> <li>• Manage transfer and shipment of dangerous or mixed waste</li> <li>• Prepare and submit environmental records</li> </ul>

**Central Plateau Surveillance and Maintenance  
Dangerous Waste Training Plan**

Published Date: 04/18/2018

Effective Date: 04/18/2018

Table 3-1. CPS&amp;M Waste Management Duty Crosswalk

Job Title/Position	Waste Management Duty
Single Point of Contact	<ul style="list-style-type: none"> <li>• Report discovered spills and releases</li> <li>• Evacuate or take cover in response to specific incidents</li> <li>• Report spills and releases to off-site agencies</li> <li>• Environmental notification reporting</li> <li>• Prepare and submit environmental records</li> </ul>
Waste Management Representatives (WMR)	<ul style="list-style-type: none"> <li>• Report discovered spills and releases</li> <li>• Evacuate or take cover in response to specific incidents</li> <li>• Choose containers for accumulation/storage, determine container markings, determine waste segregation practices</li> <li>• Complete waste designations</li> <li>• Initiate process for waste shipments to TSDs for storage or disposal</li> <li>• Prepare and submit environmental records</li> </ul>
Waste Shippers	<ul style="list-style-type: none"> <li>• Report discovered spills and releases</li> <li>• Evacuate or take cover in response to specific incidents</li> <li>• Prepare and certify waste shipment documentation for both onsite and off-site shipments of dangerous and/or mixed waste</li> <li>• Prepare and submit environmental records</li> </ul>
Maintenance Crafts*	<ul style="list-style-type: none"> <li>• Report discovered spills and releases</li> <li>• Evacuate or take cover in response to specific incidents</li> <li>• Generate and handle dangerous or mixed waste during work activities</li> <li>• Prepare and submit environmental records</li> </ul>

**Central Plateau Surveillance and Maintenance  
Dangerous Waste Training Plan**

Published Date: 04/18/2018

Effective Date: 04/18/2018

Table 3-1. CPS&amp;M Waste Management Duty Crosswalk

Job Title/Position	Waste Management Duty
Radiological Control Technician (RCT)	<ul style="list-style-type: none"> <li>• Report discovered spills and releases</li> <li>• Evacuate or take cover in response to specific incidents</li> <li>• Generate and handle dangerous or mixed waste during work activities</li> <li>• Use emergency [and monitoring] equipment [Element of WAC 173-303-330(1)(e), Table 2-1]</li> <li>• Respond to and use communications or systems [Element of WAC 173-303-330(1)(e), Table 2-1]</li> <li>• Respond to fires or explosions [Element of WAC 173-303-330(1)(e), Table 2-1]</li> <li>• Prepare and submit environmental records</li> </ul>
Environmental Compliance Officer (ECO)	<ul style="list-style-type: none"> <li>• Report discovered spills and releases</li> <li>• Evacuate or take cover in response to specific incidents</li> <li>• Ensure operations are consistent with requirements contained in Dangerous Waste Regulations, WAC 173-303</li> <li>• Prepare and submit environmental records</li> </ul>
Building Emergency Director (BED)**	<ul style="list-style-type: none"> <li>• Report discovered spills and releases</li> <li>• Evacuate or take cover in response to specific incidents</li> <li>• Respond to and use communications or alarm systems [Element of WAC 173-303-330(1)(e), Table 2-1]</li> <li>• Provide direction during emergencies, evacuation or take cover</li> <li>• Perform RCRA Emergency Coordinator duties as the BED in Hanford Incident Command System</li> <li>• Prepare and submit environmental records</li> </ul>

**Central Plateau Surveillance and Maintenance  
Dangerous Waste Training Plan**

Published Date: 04/18/2018

Effective Date: 04/18/2018

Table 3-1. CPS&amp;M Waste Management Duty Crosswalk

Job Title/Position	Waste Management Duty
Nuclear Chemical Operator (NCO)	<ul style="list-style-type: none"> <li>• Report discovered spills and releases</li> <li>• Evacuate or take cover in response to specific incidents</li> <li>• Generate dangerous or mixed waste and place waste into pre-approved containers</li> <li>• Use emergency and monitoring equipment [Element of WAC 173-303-330(1)(e), Table 2-1]</li> <li>• Respond to and use communications or alarm systems [Element of WAC 173-303-330(1)(e), Table 2-1]</li> <li>• Respond to fires or explosions [Element of WAC 173-303-330(1)(e), Table 2-1]</li> <li>• Sample waste</li> <li>• Package waste samples</li> <li>• Receive a transfer or shipment of dangerous or mixed waste</li> <li>• Perform TSD unit inspections for areas subject to spills</li> <li>• Apply container markings or labels</li> <li>• Perform inspections on dangerous or mixed waste containers and areas and notify operations management of problems encountered during inspections</li> <li>• Prepare and submit environmental records</li> </ul>
D&D Workers performing D4 on RCRA Authorized Facilities	<ul style="list-style-type: none"> <li>• Report discovered spills and releases</li> <li>• Evacuate or take cover in response to specific incidents</li> <li>• Generate and handle dangerous or mixed waste during work activities</li> </ul>

\* Building Emergency Directors are assigned CP S&M personnel that have taken the BED training.  
TSD = treatment, storage, and/or disposal

**Central Plateau Surveillance and Maintenance  
Dangerous Waste Training Plan**

**Published Date: 04/18/2018**

**Effective Date: 04/18/2018**

**Table 3-2, CP S&M Training Course Matrix**

Course Number	Course Title	Frequency	Training Type (Attachment 5 of WA7890008967,  Hanford Facility RCRA Permit)	Job Title/Position Description											
				Non-CP S&M Facility Personnel or Visitors	Field Work Supervisor	Maintenance Craft	Waste Management Representative	Waste Shipper	Sampler	SOE	RCT	NCO	ECO	BED	D&D Workers
<b>General Training</b>															
000006	CHPRC General Employee Training	Annual	GHFT, CPT	X	X	X	X	X	X	X	X	X	X	X	X
100090	Hanford Site Visitor Orientation	Annual	GHFT	X											
100099	Hanford Site Orientation	Annual	GHFT	X											
<b>Facility Health And Safety</b>															
290005	CP S&M SOE Surveillance & Operations Qualification.	Every 2 Years	OT								X				
290200 <sup>a</sup>	CP S&M ORIENTATION/FEHC - CBT	Annual	GHFT, CPT	X	X	X	X	X	X	X	X	X	X	X	X

**Central Plateau Surveillance and Maintenance  
Dangerous Waste Training Plan**

**Published Date: 04/18/2018**

**Effective Date: 04/18/2018**

**Table 3-2, CP S&M Training Course Matrix**

Course Number	Course Title	Frequency	Training Type (Attachment 5 of WA7890008967, Hanford Facility RCRA Permit)	Job Title/Position Description											
				Non-CP S&M Facility Personnel or Visitors	Field Work Supervisor	Maintenance Craft	Waste Management Representative	Waste Shipper	Sampler	SOE	RCT	NCO	ECO	BED	D&D Workers
<b>Building Emergency</b>															
02028B	Building Emergency Director Initial Training	Initial	ECT											X	
037515	Building Emergency Director Refresher Training	Annual	ECT											X	
304451	CP S&M Building Emergency Director (BED) Qualification Card Checklist	Initial	ECT											X	
<b>ECO Training</b>															
600100	Environmental Compliance Officer - Core	Initial	OT										X		

**Central Plateau Surveillance and Maintenance  
Dangerous Waste Training Plan**

**Published Date: 04/18/2018**

**Effective Date: 04/18/2018**

**Table 3-2, CP S&M Training Course Matrix**

Course Number	Course Title	Frequency	Training Type (Attachment 5 of WA7890008967, Hanford Facility RCRA Permit)	Job Title/Position Description											
				Non-CP S&M Facility Personnel or Visitors	Field Work Supervisor	Maintenance Craft	Waste Management Representative	Waste Shipper	Sampler	SOE	RCT	NCO	ECO	BED	D&D Workers
<b>Waste Operations</b>															
020078	Advanced Mixed Waste Shipper Certification Training	Every 3 Years	OT					X							
020159	Advanced Hazardous Waste Shipper Certification Training	Every 3 Years	OT					X							
035010	Waste Designation	Initial	OT				X								
035012	Waste Designation Qualification	Annual	OT				X								
035100	Container Waste Management Initial	Initial	OT			X	X	X				X			X

**Central Plateau Surveillance and Maintenance  
Dangerous Waste Training Plan**

Published Date: 04/18/2018

Effective Date: 04/18/2018

Table 3-2, CP S&amp;M Training Course Matrix

Course Number	Course Title	Frequency	Training Type (Attachment 5 of WA7890008967, Hanford Facility RCRA Permit)	Job Title/Position Description												
				Non-CP S&M Facility Personnel or Visitors	Field Work Supervisor	Maintenance Craft	Waste Management Representative	Waste Shipper	Sampler	SOE	RCT	NCO	ECO	BED	D&D Workers	
035110	Container Waste Management Refresher - CBT	Annual	OT			X	X	X					X			X
290004	CP S&M NCO Waste Handler Qualification	Every 2 Years	OT										X			
301810	Multi-Media Sampling Qualification Card	Every 2 Years	OT							X						
02006G	Waste Management Awareness	Initial	OT			X	X	X								X
153020	Waste Fundamentals Qualification Card	Initial	OT				X									
153021	Waste Management Representative (WMR) Qualification Card	Initial	OT				X									

**Central Plateau Surveillance and Maintenance  
Dangerous Waste Training Plan**

**Published Date: 04/18/2018**

**Effective Date: 04/18/2018**

**Table 3-2, CP S&M Training Course Matrix**

Course Number	Course Title	Frequency	Training Type (Attachment 5 of WA7890008967, Hanford Facility RCRA Permit)	Job Title/Position Description												
				Non-CP S&M Facility Personnel or Visitors	Field Work Supervisor	Maintenance Craft	Waste Management Representative	Waste Shipper	Sampler	SOE	RCT	NCO	ECO	BED	D&D Workers	
301802*	Groundwater Monitoring and Sampling	Every 2 Years	OT							X <sup>b</sup>						
301813	Sample Packaging And Shipping	Every 2 Years	OT							X						

<sup>a</sup> Escorted personnel do not require training in 290200.  
BED = Building Emergency Director

<sup>b</sup> Required only for groundwater samplers.  
OT = Operations Training

\* Applicable to landfills and surface impoundments only.

**Central Plateau Surveillance and Maintenance  
Dangerous Waste Training Plan**

**Published Date: 04/18/2018****Effective Date: 04/16/2016****4.0 TRAINING RECORDS**

Training records, as described in WAC 173-303-330, consist of documentation that shows training has been completed for both classroom and on-the-job training. Training records associated with personnel identified in the DWTP are maintained in electronic format and/or hard copy.

Training records contain the course number, course title, and date of completion. In accordance with Hanford Facility RCRA Permit Attachment 5.0 and Hanford Facility RCRA Permit, Condition II.I.1, copies of training records are typically scanned and transferred electronically to the Training Records office in Richland, Washington where they are entered into the Integrated Document Management System (IDMS) and verified for permanent record storage. Additionally, course completion documentation of former employees that are not available in IDMS are maintained/archived at the permanent record storage center in Renton, Washington.

When a training record is requested during an inspection, an electronic record will initially be provided. Training records of former employees may not be available through computers at CPS&M and may require a representative from the Training Records office to access this information.

**5.0 FORMS**

None

**6.0 RECORD IDENTIFICATION**

None

**7.0 SOURCES****7.1 Requirements**

- WA7 8000 8967, *Hanford Facility Resource Conservation and Recovery Act (RCRA) Permit*
- WAC-173-303-330, *Personnel Training*

**7.2 References**

- DOE/RL-98-35, *Surveillance and Maintenance Plan for the Plutonium Uranium Extraction (PUREX) Facility*
- DOE/RL-99-24, *Surveillance and Maintenance Plan for the 221-B Facility*
- HNF-IP-0263-CP S&M, *Building Emergency Plan for Balance of Site Surveillance and Maintenance*
- HNF-IP-0263-FFTF, *Building Emergency Plan for FFTF Property Protection Area*
- PRC-PRO-TQ-459, *Environmental Training*
- PRC-STD-TQ-40245, *Environmental Training Program Description*
- SGRP-STD-TQ-54227, *Groundwater Well Sampling, Inspection, and Maintenance Supplemental to TSD Dangerous Waste Training Plans*
- WAC 173-303-330, *Dangerous Waste Regulations*

**ENCLOSURE 3**

**PRC-STD-TQ-40227  
Low Level Burial Grounds Dangerous Waste Training Plan**

Consisting of 16 pages  
(including this cover page.)

**Standards**

**PRC-STD-TQ-40227**

**Low Level Burial Grounds Dangerous Waste Training Plan**

Revision 4, Change 0

Published: 05/29/2018

Effective: 05/29/2018

Program: Training

Topic: Training and Qualification

Technical Authority: Kosjerina, Sasa

Alternate Technical Authority: Horn, Sarah

Functional Manager: Johansen, Stephanie

**Use Type: Administrative**



## Low Level Burial Grounds Dangerous Waste Training Plan

Published Date: 05/29/2018

Effective Date: 05/29/2018

---

- Central Plateau Surveillance and Maintenance :  
Excluded from USQ  
**Exclusion Reason:**  
N/A per Appendix B, Bulleted List, PRC-PRO-NS-062
- Solid Waste Operations Complex :  
Excluded from USQ  
**Exclusion Reason:**  
N/A per Appendix B, Bulleted List, PRC-PRO-NS-062

**JHA:** Administrative**Periodic Review Due Date:**01/13/2021

Rev. 4, Chg. 0

**Change Summary****Description of Change**

Changes include separating out NCO and Waste Service Provider positions as directed by Ecology.

**Low Level Burial Grounds Dangerous Waste Training Plan**

**Published Date: 05/29/18**

**Effective Date: 05/29/18**

**TABLE OF CONTENTS**

1.0 INTRODUCTION .....2  
 1.1 Purpose.....2  
 1.2 Scope.....2  
 1.3 Applicability.....2  
 1.4 Implementation.....2  
 2.0 TRAINING PROGRAM.....3  
 2.1 Responsibilities.....4  
     2.1.1 Management.....4  
     2.1.2 Waste Disposition Director.....4  
     2.1.3 Facility Manager.....4  
     2.1.4 Environmental Compliance Officer.....5  
     2.1.5 Training Specialist, Facility Specific.....5  
 2.2 Emergency Response Training.....5  
 3.0 NAMES, JOB DESCRIPTIONS, AND JOB TITLE/POSITIONS .....7  
 4.0 TRAINING RECORDS .....13  
 5.0 FORMS.....13  
 6.0 RECORD IDENTIFICATION .....13  
 7.0 SOURCES.....13  
     7.1 Requirements.....13  
     7.2 References.....13

**List of Tables**

Table 2-1. Applicability of WAC 173-303-330(1)(e) to the LLBG .....6  
 Table 3-1. LLBG Waste Management Duty Crosswalk.....7  
 Table 3-2. Basic Personnel Training.....10  
 Table 3-3. Qualification Training for Specific Duties.....12

## Low Level Burial Grounds Dangerous Waste Training Plan

Published Date: 05/29/18

Effective Date: 05/29/18

### 1.0 INTRODUCTION

#### 1.1 Purpose

This Dangerous Waste Training Plan (DWTP) describes how the requirements of Washington Administrative Code (WAC) 173-303-330, *Personnel Training*, are met as described in Attachment 5 of WA7890008967, *Hanford Facility Resource Conservation and Recovery Act Permit* (herein after Hanford Facility RCRA Permit). This procedure provides instruction and guidance intended to ensure compliance with applicable environmental requirements. Proposed changes to any portion of this procedure must be reviewed by Environmental Protection. [ENV]

#### 1.2 Scope

The Low Level Burial Grounds (LLBG) is permitted as a treatment, storage, and/or disposal (TSD) unit at the Hanford Facility. The LLBG manages dangerous waste in landfills, container storage, and a less-than-90-day tank system. In addition, dangerous waste could be managed in a  $\leq 90$  day accumulation area(s) and satellite accumulation area(s) at the LLBG. Satellite accumulation areas are not subject to WAC 173-303-330 but certain generator activities are subject to training requirements.

This DWTP applies to dangerous waste handling activities conducted at LLBG with the exception of waste retrieval operations conducted within the boundary of the LLBG. (LLBG waste retrieval operations are not subject to the requirements of WAC 173-303-330.)

This DWTP meets the requirements of PRC-PRO-TQ-459, *Environmental Training*, and WAC 173-303-330.

In accordance with the requirements in WAC 173-303-330(2), a training plan must contain the following:

- For each position related to dangerous waste management at the facility, the job title, the job description, and the name of the employee filling each job. The job description must include the requisite skills, education, other qualifications, and duties for each position.
- A written description of the type and amount of both introductory and continuing training required for each position.
- Records documenting that facility personnel have received and completed the training required by this section.

#### 1.3 Applicability

Table 3-1 defines the applicable positions associated with this standard.

#### 1.4 Implementation

This document is effective upon publication.

## Low Level Burial Grounds Dangerous Waste Training Plan

Published Date: 05/29/18

Effective Date: 05/29/18

### 2.0 TRAINING PROGRAM

The introductory and continuing training programs are designed to prepare personnel to manage and maintain the LLBG facilities in a safe, effective, and environmentally sound manner. In addition to preparing personnel to manage and maintain the LLBG facilities under normal conditions, the training programs ensure that personnel are prepared to respond in a prompt and effective manner should abnormal or emergency conditions occur. Emergency response training is consistent with the description of actions contained in the HNF-IP-0263-BG, *Building Emergency Plan for Low-Level Burial Grounds*.

The introductory and continuing training programs contain the following objectives:

**NOTE:** *Hanford Facility is a permitting term and means the Hanford Site. See PRC-STD-TQ-40245, Environmental Training Program Description, which can be found at the CH2M HILL Plateau Remediation Company (CHPRC) Procedures web site: <http://prc.chprc.rl.gov/pps/procedure.cfm/PRC-STD-TQ-40245>.*

- Teach Hanford Facility personnel to perform their duties in a way that ensures the Hanford Facility's compliance with WAC 173-303, *Dangerous Waste Regulations*.
- Teach Hanford Facility personnel dangerous waste management procedures (including implementation of the contingency plan) relevant to the job titles/positions in which they are employed.
- Ensure Hanford Facility personnel can respond effectively to emergencies.

The introductory and continuing training program meet requirements through general Hanford Facility training, Contingency Plan training, Emergency Coordinator training, and Operations training. Training courses designed to meet these requirements are identified in Section 3.0 and summarized in the HAMMER/Hanford Training Course Catalog.

#### Introductory Training

Introductory training includes general Hanford Facility training and TSD unit-specific training.

- General Hanford Facility training is described in Hanford Facility RCRA Permit, Attachment 5 and provided in accordance with the Hanford Facility RCRA Permit, Condition II.C.2.
- TSD unit-specific training is provided to Hanford Facility personnel allowing personnel to work unescorted, and in some cases is required for escorted access.

Hanford Facility personnel cannot perform a task for which they are not properly trained, except to gain required experience while under the direct supervision of a supervisor or coworker who is properly trained. Hanford Facility personnel must be trained within 6 months after their employment at or assignment to the Hanford Facility, or to a new job title/position at the Hanford Facility, whichever is later. If an employee is not trained within 6 months, this employee cannot perform the duty, even if supervised.

## Low Level Burial Grounds Dangerous Waste Training Plan

Published Date: 05/29/18

Effective Date: 05/29/18

### Continuing Training

Continuing training meets the requirements for WAC 173-303-330(1)(b) and includes general Hanford Facility training and TSD-specific training. Training courses designed to meet these requirements are identified in Section 3.0 and summarized in the training course catalog.

### **2.1 Responsibilities**

This section lists the personnel directly responsible for the training at LLBG per PRC-PRO-TQ-459, *Environmental Training*. This training includes the elements necessary to demonstrate compliance with WAC 173-303-330 and is made up of both classroom instruction and on-the-job training. Responsibilities of Hanford Facility personnel such as subcontractors and others, performing limited work in scope and duration, is defined elsewhere.

#### **2.1.1 Management**

Each line manager has overall responsibility for the training of those under his/her control that includes, but is not limited to:

- Determining training requirements for personnel, subcontractors, contractors, and visitors who obtain access or works within one or more of the areas subject to this plan
- Ensuring personnel complete required training and qualification as specified in Section 3.0 of this document

#### **2.1.2 Waste Disposition Director**

The Waste Disposition Director has the following responsibilities:

- Consults in the development and evaluation of current training programs
- Assists in determining minimum personnel training requirements to meet compliance
- Maintains current knowledge of training requirements pertaining to LLBGs personnel

#### **2.1.3 Facility Manager**

The Facility Manager has the following responsibilities:

- Consults in the development and evaluation of current training programs
- Ensures employees receive environmental training commensurate with their job assignment
- Ensures all required environmental training is completed and documented
- Develops unit/building specific training programs to supplement the CHPRC facility-wide program
- Ensures the RCRA training program is successfully completed by unit/building personnel (1) within 6 months after regulations become effective or (2) within 6 months after their employment or assignment to the unit/building, or to a new position at the unit/building, whichever is later

## Low Level Burial Grounds Dangerous Waste Training Plan

Published Date: 05/29/18

Effective Date: 05/29/18

- Assigns work based on the individual's training and qualification
- Maintains current knowledge of RCRA training requirements pertaining to LLBG personnel
- Maintains employee training records and provide them if requested

### 2.1.4 Environmental Compliance Officer

The Environment Compliance Officer has the following responsibilities:

- Consults in the development and evaluation of current training programs
- Dangerous Waste Training Plan technical authority

### 2.1.5 Training Specialist, Facility Specific

The Training Specialist has the following responsibilities:

- Ensures that personnel are properly trained in accordance with Dangerous Waste Regulations (WAC 173-303-330) and the Hanford Facility RCRA Permit
- Ensures waste minimization concepts are included in training, as applicable
- Assists in reviewing training procedures as requested
- Supervises the preparation of training aids and materials
- Provides or schedules initial training to new personnel and continuing training as necessary

## 2.2 Emergency Response Training

Federal and state regulations require that personnel be able to respond effectively to emergencies. In accordance with WAC 173-303-330(1)(e), personnel are trained on aspects applicable to operations. LLBG operations involve the management of dangerous waste within landfills, containers, and 90-day tank systems. Table 2-1 indicates requirements from WAC 173-303-330 (1)(e) applicable to LLBG operations.

## Low Level Burial Grounds Dangerous Waste Training Plan

Published Date: 05/29/18

Effective Date: 05/29/18

**Table 2-1. Applicability of WAC 173-303-330(1)(e) to the LLBG**

Element of WAC 173-303-330(1)(e)	Applicability to container storage and 90-day accumulation areas	Applicability to 90-day tank system or pad	Applicability to landfills
Procedures for using, inspecting, repairing, and replacing facility emergency and monitoring equipment*	Yes	Yes	Yes
Key parameters for automatic waste feed cut-off systems	No	No	No
Communications or alarm systems*	Yes	Yes	Yes
Response to fires or explosions*	Yes	Yes	Yes
Response to groundwater contamination incidents*	No	No	Yes
Shutdown of operations*	No	Yes	No

\* See Table 3-1 to determine personnel trained on the different aspects applicable to operations.

## Low Level Burial Grounds Dangerous Waste Training Plan

**Published Date: 05/29/18**

**Effective Date: 05/29/18**

### 3.0 NAMES, JOB DESCRIPTIONS, AND JOB TITLE/POSITIONS

A list of Hanford Facility personnel who carry out these duties at LLBG is available upon request. Personnel job titles/positions that carry out waste management duties at LLBG are identified in Table 3-1. A training course matrix (Table 3-2 and Table 3-3) lists the training courses assigned to personnel from Table 3-1.

Non-LLBG Personnel or Visitors include individuals not permanently assigned exclusively to the LLBG facility and who do not have dangerous waste management or generation responsibilities or supervision of such activities. These individuals include but are not limited to administrative personnel (e.g., Environmental Records), regulatory oversight, transient sampling personnel not permanently assigned to the LLBG facility, and personnel utilized for temporary assignments. For CHPRC Soil and Groundwater Samplers, refer to SGRP-STD-TQ-54227, *Groundwater Well Sampling, Inspection, and Maintenance Supplemental Dangerous Waste Training Plan*.

The Hanford Site Worker Eligibility Tool (HSWET) is available to demonstrate dangerous waste worker training qualification status. Specific information concerning job title/position, requisite skills, education, and other qualifications for personnel can be provided upon request.

**Table 3-1. LLBG Waste Management Duty Crosswalk**

Job Title/Position	Waste Management Duty/Job Description
Non-LLBG Personnel or Visitors	<ul style="list-style-type: none"> <li>• Report discovered spills and releases</li> <li>• Evacuate or take cover in response to specific incidents</li> </ul>
Field Work Supervisor	<ul style="list-style-type: none"> <li>• Report discovered spills and releases</li> <li>• Evacuate or take cover in response to specific incidents</li> <li>• Supervise waste management activities</li> <li>• Use emergency and monitoring equipment [Element of WAC 173-303-330(1)(e), Table 2-1]</li> <li>• Respond to and use communications or alarm systems [Element of WAC 173-303-330(1)(e), Table 2-1]</li> <li>• Respond to fires or explosions [Element of WAC 173-303-330(1)(e), Table 2-1]</li> <li>• Respond to groundwater contamination incidents [Element of WAC 173-303-330(1)(e), Table 2-1]</li> <li>• Respond to releases or overflows from a dangerous or mixed waste tank system and perform shutdown of operating equipment as needed [Element of WAC 173-303-330(1)(e), Table 2-1]</li> <li>• Manage transfer and shipment of dangerous or mixed waste</li> <li>• Prepare and submit environmental records</li> </ul>
Single Point of Contact	<ul style="list-style-type: none"> <li>• Report discovered spills and releases</li> <li>• Evacuate or take cover in response to specific incidents</li> <li>• Report spills and releases to off-site agencies</li> <li>• Environmental notification reporting</li> <li>• Prepare and submit environmental records</li> </ul>

## Low Level Burial Grounds Dangerous Waste Training Plan

Published Date: 05/29/18

Effective Date: 05/29/18

### Table 3-1. LLBG Waste Management Duty Crosswalk

Job Title/Position		Waste Management Duty/Job Description
Waste Service Providers	Waste Management Representatives (WMR)	<ul style="list-style-type: none"> <li>• Report discovered spills and releases</li> <li>• Evacuate or take cover in response to specific incidents</li> <li>• Choose containers for accumulation/storage, determine container markings, determine waste segregation practices</li> <li>• Complete waste designations</li> <li>• Initiate process for waste shipments to TSDs for storage or disposal</li> <li>• Prepare and submit environmental records</li> </ul>
	Treatment, Storage, and Disposal Representatives (TSDR)	<ul style="list-style-type: none"> <li>• Report discovered spills and releases</li> <li>• Evacuate or take cover in response to specific incidents</li> <li>• Interpret results from physical or chemical screening on dangerous or mixed waste for waste transfer to Solid Waste Operations Complex</li> <li>• Approve incoming TSD unit waste acceptance review</li> <li>• Perform data quality review/assessment on analytical data for use in generator waste designations</li> <li>• Prepare and submit environmental records</li> </ul>
	Verifiers	<ul style="list-style-type: none"> <li>• Report discovered spills and releases</li> <li>• Evacuate or take cover in response to specific incidents</li> <li>• Perform physical and/or chemical verifications on waste</li> <li>• Prepare and submit environmental records</li> </ul>
	Waste Shippers	<ul style="list-style-type: none"> <li>• Report discovered spills and releases</li> <li>• Evacuate or take cover in response to specific incidents</li> <li>• Prepare and certify waste shipment documentation for both onsite and off-site shipments of dangerous and/or mixed waste</li> <li>• Prepare and submit environmental records</li> </ul>
Maintenance Crafts		<ul style="list-style-type: none"> <li>• Report discovered spills and releases</li> <li>• Evacuate or take cover in response to specific incidents</li> <li>• Generate and handle dangerous or mixed waste during work activities</li> <li>• Prepare and submit environmental records</li> </ul>
Radiological Control Technician (RCT)		<ul style="list-style-type: none"> <li>• Report discovered spills and releases</li> <li>• Evacuate or take cover in response to specific incidents</li> <li>• Generate and handle dangerous or mixed waste during work activities</li> <li>• Use emergency [and monitoring] equipment [Element of WAC 173-303-330(1)(e), Table 2-1]</li> <li>• Respond to and use communications or systems [Element of WAC 173-303-330(1)(e), Table 2-1]</li> <li>• Respond to fires or explosions [Element of WAC 173-303-330(1)(e), Table 2-1]</li> <li>• Prepare and submit environmental records</li> </ul>
Nuclear Chemical Operator (NCO)	Basic NCO Duties <i>(Note: These duties are required of all NCO categories.)</i>	<ul style="list-style-type: none"> <li>• Report discovered spills and releases</li> <li>• Evacuate or take cover in response to specific incidents</li> <li>• Generate dangerous or mixed waste and place waste into pre-approved containers</li> <li>• Use emergency and monitoring equipment [Element of WAC 173-303-330(1)(e), Table 2-1]</li> <li>• Respond to and use communications or alarm systems [Element of WAC 173-303-330(1)(e), Table 2-1]</li> <li>• Prepare and submit environmental records</li> </ul>

## Low Level Burial Grounds Dangerous Waste Training Plan

Published Date: 05/29/18

Effective Date: 05/29/18

**Table 3-1. LLBG Waste Management Duty Crosswalk**

Job Title/Position		Waste Management Duty/Job Description
	NCO – LLBG Surveillance	<ul style="list-style-type: none"> <li>• Apply container markings or labels</li> <li>• Perform inspections on dangerous or mixed waste containers and areas</li> <li>• Notify operations management of problems encountered during inspections</li> <li>• Conduct inspections</li> </ul>
	NCO - Disposal Operations	<ul style="list-style-type: none"> <li>• Sample waste</li> <li>• Package waste samples</li> <li>• Apply container markings or labels</li> <li>• Receive a transfer or shipment of dangerous or mixed waste and place in trench</li> </ul>
Nuclear Chemical Operator (NCO)	NCO – LLBG Trench 31/34 Operations	<ul style="list-style-type: none"> <li>• Sample waste</li> <li>• Package waste samples</li> <li>• Receive a transfer or shipment of dangerous or mixed waste</li> <li>• Perform daily inspections for areas subject to spills</li> <li>• Notify operations management of problems encountered during inspections</li> <li>• Apply container markings or labels</li> </ul>
Environmental Compliance Officer (ECO)		<ul style="list-style-type: none"> <li>• Report discovered spills and releases</li> <li>• Evacuate or take cover in response to specific incidents</li> <li>• Ensure operations are consistent with requirements contained in Dangerous Waste Regulations, WAC 173-303</li> <li>• Prepare and submit environmental records</li> </ul>
Building Emergency Director (BED)*		<ul style="list-style-type: none"> <li>• Report discovered spills and releases</li> <li>• Evacuate or take cover in response to specific incidents</li> <li>• Respond to and use communications or alarm systems [Element of WAC 173-303-330(1)(e), Table 2-1]</li> <li>• Provide direction during emergencies, evacuation or take cover</li> <li>• Perform RCRA Emergency Coordinator duties as the BED in Hanford Incident Command System</li> <li>• Prepare and submit environmental records</li> </ul>

\* Building Emergency Directors are Field Work Supervisors that have taken the BED training.

RCRA = Resource Conservation and Recovery Act of 1976

TSD = Treatment, Storage, and/or Disposal

## Low Level Burial Grounds Dangerous Waste Training Plan

Published Date: 05/29/18

Effective Date: 05/29/18

Table 3-2. Basic Personnel Training

Course Number	Course Title	Frequency	Training Type <sup>a</sup>	Job Title/Position								
				Non-LLBG Personnel or Visitors	FWS	SPOC	Waste Service Provider <sup>b</sup>	Maintenance Crafts	RCT	NCO <sup>b</sup>	ECO	BED
<b>GENERAL</b>												
000006	CHPRC General Employee Training (CBT)	Annual	GHFT, CPT	X <sup>c</sup>	X	X	X	X	X	X	X	X
100090	Hanford Site Visitor Orientation (CBT)	Monthly	GHFT	X <sup>c</sup>								
100099	Hanford Site Orientation (CBT)	Annual	GHFT	X <sup>c</sup>								
<b>FACILITY HEALTH &amp; SAFETY</b>												
300701	Central Waste Complex (CWC) Orientation (CBT)	Initial	GHFT, CPT	X <sup>d</sup>	X	X <sup>d</sup>	X <sup>d</sup>	X	X	X	X	X
301740	Solid Waste Storage and Disposal Facility Emergency and Hazard Identification Checklist (FEHIC) (CBT)	Annual	GHFT, CPT	X <sup>d</sup>	X	X <sup>d</sup>	X <sup>d</sup>	X	X	X	X	X
<b>WASTE MANAGEMENT</b>												
035100	Container Waste Management (Classroom)	Initial	GHFT, OT		X <sup>e</sup>		X <sup>f</sup>	X <sup>e</sup>	X <sup>e</sup>	X		
035110	Container Waste Management Refresher (CBT)	Annual	GHFT, OT		X		X <sup>f</sup>	X	X	X		
02006G	Waste Management Awareness (Classroom)	Initial	GHFT		X <sup>e</sup>			X <sup>e</sup>	X <sup>e</sup>			
<b>BUILDING EMERGENCY</b>												
02028B	Building Emergency Director Initial Training (Classroom)	Initial	ECT									X
037515	Building Emergency Director Refresher Training (CBT)	Annual	ECT									X
304466	SWOC Building Emergency Director Qualification Card Checklist (OJT)	Initial	ECT									X

## Low Level Burial Grounds Dangerous Waste Training Plan

Published Date: 05/29/18

Effective Date: 05/29/18

Table 3-2. Basic Personnel Training

Course Number	Course Title	Frequency	Training Type <sup>a</sup>	Job Title/Position							
				Non-LLBG Personnel or Visitors	FWS	SPOC	Waste Service Provider <sup>b</sup>	Maintenance Crafts	RCT	NCO <sup>b</sup>	ECO
<b>ENVIRONMENTAL</b>											
600100	Environmental Compliance Officer – Core (OJT)	Initial	OT							X	
600304	Waste Disposition – ECO <sup>c</sup> (OJT)	Initial	OT							X	
<b>FACILITY MANAGEMENT</b>											
300402	SWSD Waste Management Exam (E/E)	Every 2 Years	CPT, OT		X						
300451	LLBG Surveillance– Exam (E/E)	Every 2 years	OT		X						
300933	SWSD Disposal Exam (E/E)	Every 2 years	CPT, OT		X						
300987	Trench 31/34 Operations Exam (E/E)	Every 2 years	CPT, OT		X						
301130	CWC/LLBG Operations Field Work Supervisor Qualification Card (OJT)	Initial	CPT, OT		X						
301135	CWC/LLBG/IDF Shift Duty Officer Qualification Card (OJT)	Initial	CPT, OT		X						

<sup>a</sup> Training Types in Attachment 5 of WA7890008967, Hanford Facility RCRA Permit.<sup>b</sup> See Table 3-3 for qualification training needed for specific Waste Service Provider and NCO duties.<sup>c</sup> Non-LLBG Personnel or Visitors may take course number 000006, 100090, or 100099.<sup>d</sup> Personnel that do not have this training will be escorted.<sup>e</sup> FWS, Maintenance Crafts, and RCTs may take course 02006G or 035100. Course 02006G does not require periodic refresher training.<sup>f</sup> Course not required for Waste Service Providers – Waste Shipper.<sup>g</sup> Required training only for permanently assigned ECO.

BED = Building Emergency Director  
 CBT = Computer Based Training  
 CPT = Contingency Plan Training  
 ECO = Environmental Compliance Officer  
 ECT = Emergency Coordinator Training  
 E/E = Evaluation/Exam  
 FWS = Field Work Supervisor

GHFT = General Hanford Facility Training  
 NCO = Nuclear Chemical Operator  
 OJT = On-the-Job Training  
 OT = Operations Training  
 RCT = Radiological Control Technician  
 SPOC = Single Point of Contact

Low Level Burial Grounds Dangerous Waste Training Plan

Published Date: 05/29/18

Effective Date: 05/29/18

Table 3-3. Qualification Training for Specific Duties

Course Number	Course Title	Frequency	Training Type <sup>a</sup>	Waste Service Providers				NCO		
				WMR	TSDR	Verifier	Waste Shipper	LLBG Surveillance	Disposal Operations	LLBG Trench 31/34 Operations
<b>WASTE SERVICES</b>										
035010	Waste Designation (Classroom)	Initial	OT	X	X	X				
035012	Waste Designation Qualification (Classroom)	Annual	OT	X	X	X				
153020	Waste Fundamentals Qualification Card (OJT)	Initial	OT	X	X	X				
153021	Waste Management Representative (WMR) Qualification Card (OJT)	Initial	OT	X						
153022	Treatment Storage and Disposal Representative (TSDR) Qualification Card (OJT)	Initial	OT		X					
153316	Visual Verification Specialist Qualification Card (OJT)	Initial	OT			X				
020159	Advanced Hazardous Waste Shipper Certification Training (Classroom)	Initial	OT				X			
020078	Advanced Mixed Waste Shipper Certification Training (Classroom)	Every 3 years	OT				X			
<b>FACILITY OPERATIONS</b>										
300450	LLBG Surveillance Operations Qualification Card (OJT, PD)	Every 2 years	OT					X		
300986	Trench 31/34 Operations, Sampling, and Inspection (OJT, PD)	Every 2 years	CPT, OT							X
300932	SWSD Disposal Operations - Qualifications (Classroom)	Every 2 years	CPT, OT						X	
300400	Waste Management Exam (E/E)	Every 2 years	CPT, OT					X	X	X

<sup>a</sup> Training Types in Attachment 5 of WA7890008967, Hanford Facility RCRA Permit.

CPT = Contingency Plan Training  
 E/E = Evaluation/Exam  
 NCO = Nuclear Chemical Operator  
 OJT = On-the-Job Training

OT = Operations Training  
 PD = Performance Demonstration  
 TSDR = Treatment Storage and Disposal Representative  
 WMR = Waste Management Representative

**Low Level Burial Grounds Dangerous Waste Training Plan****Published Date: 05/29/18****Effective Date: 05/29/18****4.0 TRAINING RECORDS**

Training records, as described in WAC 173-303-330, consist of documentation that shows training has been completed for both classroom and on-the-job training. Training records associated with personnel identified in the DWTP are maintained in electronic format or hard copy.

Training records contain the course number, course title, and date of completion. In accordance with Hanford Facility RCRA Permit Attachment 5 and Hanford Facility RCRA Permit, Condition II.I.1, copies training records are typically scanned and transferred electronically to the Training Records office in Richland, Washington where they are entered into the Integrated Document Management System (IDMS) and verified for permanent record storage. Additionally, course completion documentation of former employees that are not available in IDMS are maintained or archived at the permanent record storage center in Renton, Washington.

When a training record is requested during an inspection, an electronic record will be provided. Training records of former employees may not be available through computers at the LLBG and may require a representative from the Training Records office to access this information.

This plan can be used to determine the RCRA training status of all personnel identified in this plan.

**5.0 FORMS**

None

**6.0 RECORD IDENTIFICATION**

None

**7.0 SOURCES****7.1 Requirements**

WA7890008967, *Hanford Facility Resource Conservation and Recovery Act Permit*  
WAC 173-303-330, *Personnel Training*

**7.2 References**

HNF-IP-0263-BG, *Building Emergency Plan for Low-Level Burial Grounds*  
PRC-PRO-TQ-459, *Environmental Training*  
PRC-STD-TQ-40245, *Environmental Training Program Description*  
SGRP-STD-TQ-54227, *Groundwater Well Sampling, Inspection, and Maintenance Supplemental Dangerous Waste Training Plan*

**ENCLOSURE 4**

**PRC-STD-TQ-40231  
Waste Encapsulation and Storage Facility Dangerous Waste Training Plan**

Consisting of 15 pages  
(including this cover page.)



**Standards**

**PRC-STD-TQ-40231**

**Waste Encapsulation and Storage Facility Dangerous Waste Training Plan**

Revision 2, Change 0

Published: 05/29/2018

Effective: 05/29/2018

Program: Training

Topic: Training and Qualification

Technical Authority: Watson, David

Alternate Technical Authority: Horn, Sarah

Functional Manager: Johansen, Stephanie

**Use Type: Administrative**



**Waste Encapsulation and Storage Facility Dangerous Waste Training Plan**

Published Date: 05/29/2018

Effective Date: 05/29/2018

- Central Plateau Surveillance and Maintenance :  
Excluded from USQ  
**Exclusion Reason:**  
N/A per PRC-PRO-NS-062, Appendix B, List of Exclusions
- 100 K Facility :  
Excluded from USQ  
**Exclusion Reason:**  
N/A per PRC-PRO-NS-062, Appendix B, List of Exclusions
- Canister Storage Building/Interim Storage Area :  
Excluded from USQ  
**Exclusion Reason:**  
N/A per PRC-PRO-NS-062, Appendix B, List of Exclusions
- Plutonium Finishing Plant :  
Excluded from USQ  
**Exclusion Reason:**  
N/A per PRC-PRO-NS-062, Appendix B, List of Exclusions
- Solid Waste Operations Complex :  
Excluded from USQ  
**Exclusion Reason:**  
N/A per PRC-PRO-NS-062, Appendix B, List of Exclusions
- Transportation :  
Excluded from USQ  
**Exclusion Reason:**  
N/A per PRC-PRO-NS-062, Appendix B, List of Exclusions
- Waste Encapsulation Storage Facility :  
Excluded from USQ  
**Exclusion Reason:**  
N/A per PRC-PRO-NS-062, Appendix B, List of Exclusions
- 324 Facility :  
Excluded from USQ  
**Exclusion Reason:**  
N/A per PRC-PRO-NS-062, Appendix B, List of Exclusions

**JHA:** Administrative**Periodic Review Due Date:**01/25/2021

Rev. 2, Chg. 0

**Change Summary****Description of Change**

Changes to separate NCO and Waste Service Provider qualifications as directed by Ecology.

**Waste Encapsulation and Storage Facility  
Dangerous Waste Training Plan**

Published Date: 05/29/18

Effective Date: 05/29/18

**TABLE OF CONTENTS**

1.0	INTRODUCTION .....	2
1.1	Purpose .....	2
1.2	Scope .....	2
1.3	Applicability .....	2
1.4	Implementation .....	2
2.0	TRAINING PROGRAM .....	3
2.1	Responsibilities .....	4
2.1.1	Management .....	4
2.1.2	Fuels Facilities Director .....	4
2.1.3	Facility Manager .....	4
2.1.4	Environmental Compliance Officer .....	5
2.1.5	Training Specialist, Facility Specific .....	5
2.2	Emergency Response Training .....	5
3.0	NAMES, JOB DESCRIPTIONS, AND JOB TITLE/POSITIONS .....	6
4.0	TRAINING RECORDS .....	12
5.0	FORMS .....	12
6.0	RECORD IDENTIFICATION .....	12
7.0	SOURCES .....	12
7.1	Requirements .....	12
7.2	References .....	12

**List of Tables**

Table 2-1.	Applicability of WAC 173-303-330(1)(e) to WESF .....	5
Table 3-1.	WESF Waste Management Duty Crosswalk .....	6
Table 3-2.	Basic Personnel Training .....	9

## Waste Encapsulation and Storage Facility Dangerous Waste Training Plan

Published Date: 05/29/18

Effective Date: 05/29/18

### 1.0 INTRODUCTION

#### 1.1 Purpose

The Dangerous Waste Training Plan (DWTP) describes how the requirements of Washington Administrative Code (WAC) 173-303-330, *Personnel Training*, are met as described in Attachment 5 of WA7890008967, *Hanford Facility Resource Conservation and Recovery Act Permit* (hereafter Hanford Facility RCRA Permit). This procedure provides instruction and guidance intended to ensure compliance with applicable environmental requirements. Proposed changes to any portion of this procedure must be reviewed by Environmental Protection. [ENV]

#### 1.2 Scope

The Waste Encapsulation and Storage Facility (WESF) is permitted as a treatment, storage, and/or disposal (TSD) unit at the Hanford Facility. WESF manages dangerous waste in a miscellaneous storage unit. In addition, dangerous waste is managed in a ≤90-day accumulation area(s) and satellite accumulation area(s) at WESF. Satellite accumulation areas are not subject to WAC 173-303-330 but certain generator activities are subject to training requirements.

This DWTP meets the requirements of PRC-PRO-TQ-459, *Environmental Training*, and WAC 173-303-330.

In accordance with the requirements in WAC 173-303-330(2), a training plan must contain the following:

- For each position related to dangerous waste management at the facility, the job title, the job description, and the name of the employee filling each job. The job description must include the requisite skills, education, other qualifications, and duties for each position.
- A written description of the type and amount of both introductory and continuing training required for each position.
- Records documenting that facility personnel have received and completed the training required by this section.

#### 1.3 Applicability

Table 3-1 defines the applicable positions associated with this standard.

#### 1.4 Implementation

This document is effective upon publication.

## Waste Encapsulation and Storage Facility Dangerous Waste Training Plan

Published Date: 05/29/18

Effective Date: 05/29/18

### 2.0 TRAINING PROGRAM

The introductory and continuing training programs are designed to prepare personnel to manage and maintain the WESF facility in a safe, effective, and environmentally sound manner. In addition to preparing personnel to manage and maintain the WESF facility under normal conditions, the training programs ensure that personnel are prepared to respond in a prompt and effective manner should abnormal or emergency conditions occur. Emergency response training is consistent with the description of actions contained in HNF-IP-0263-WESF, *Building Emergency Plan for the Waste Encapsulation Storage Facility*.

The introductory and continuing training programs contain the following objectives:

**NOTE:** *Hanford Facility is a permitting term and means the Hanford Site. See PRC-STD-TQ-40245, Environmental Training Program Description, which can be found at the CH2M HILL Plateau Remediation Company (CHPRC) Procedures web site: <http://prc.chprc.rl.gov/pps/procedure.cfm/PRC-STD-TQ-40245>.*

- Teach Hanford Facility personnel to perform their duties in a way that ensures the Hanford Facility's compliance with WAC 173-303-330, *Dangerous Waste Regulations*.
- Teach Hanford Facility personnel dangerous waste management procedures (including implementation of the contingency plan) relevant to the job titles/positions in which they are employed.
- Ensure Hanford Facility personnel can respond effectively to emergencies.

The introductory and continuing training program meets requirements through general Hanford Facility training, Contingency Plan training, Emergency Coordinator training, and Operations training. Training courses designed to meet these requirements are identified in Section 3.0 and summarized in the HAMMER/Hanford Training Course Catalog.

#### Introductory Training

Introductory training includes general Hanford Facility training and TSD unit-specific training.

- General Hanford Facility training is described in the Hanford Facility RCRA Permit, Attachment 5, and provided in accordance with the Hanford Facility RCRA Permit, Condition II.C.2.
- TSD unit-specific training is provided to Hanford Facility personnel allowing personnel to work unescorted, and in some cases is required for escorted access.

Hanford Facility personnel cannot perform a task for which they are not properly trained, except to gain required experience while under the direct supervision of a supervisor or coworker who is properly trained. Hanford Facility personnel must be trained within 6 months after their employment at or assignment to the Hanford Facility, or to a new job title/position at the Hanford Facility, whichever is later. If an employee is not trained within 6 months, this employee cannot perform the duty, even if supervised.

## Waste Encapsulation and Storage Facility Dangerous Waste Training Plan

Published Date: 05/29/18

Effective Date: 05/29/18

### Continuing Training

Continuing training meets the requirements for WAC 173-303-330(1)(b) and includes general Hanford Facility training, TSD unit-specific, and ≤90-day accumulation area-specific training. Training courses designed to meet these requirements are identified in Section 3.0 and summarized in the training course catalog.

### **2.1 Responsibilities**

This section lists the personnel directly responsible for environmental training at WESF per PRC-PRO-TQ-459, *Environmental Training*. This training includes the elements necessary to demonstrate compliance with WAC 173-303-330 and is made up of both classroom instruction and/or on-the-job training. Responsibilities of Hanford Facility personnel such as subcontractors and others, performing limited work in scope and duration, is defined elsewhere.

#### **2.1.1 Management**

Each line manager has overall responsibility for the training of those under his/her control that includes, but is not limited to:

- Determining training requirements for personnel, subcontractors, contractors, and visitors who obtain access or works within one or more of the areas subject to this plan.
- Ensuring personnel complete required training and qualification as specified in Section 3.0 of this document.

#### **2.1.2 Fuels Facilities Director**

The Fuels Facilities Director has the following responsibilities:

- Consults in the development and evaluation of current training programs.
- Assists in determining minimum personnel training requirements to meet compliance.
- Maintains current knowledge of training requirements pertaining to WESF personnel.

#### **2.1.3 Facility Manager**

The Facility Manager has the following responsibilities:

- Consults in the development and evaluation of current training programs.
- Ensures employees receive environmental training commensurate with their job assignment.
- Ensures all required environmental training is completed and documented.
- Develops unit/building specific training programs to supplement the CHPRC facility-wide program.
- Ensures the RCRA training program is successfully completed by unit/building personnel (1) within 6 months after regulations become effective or (2) within 6 months after their employment or assignment to the unit/building, or to a new position at the unit/building, whichever is later.

## Waste Encapsulation and Storage Facility Dangerous Waste Training Plan

Published Date: 05/29/18

Effective Date: 05/29/18

- Assigns work based on the individual's training and qualification.
- Maintains current knowledge of RCRA training requirements pertaining to WESF personnel.
- Maintains employee training records and provide them if requested.

### 2.1.4 Environmental Compliance Officer

The Environmental Compliance Officer has the following responsibilities:

- Consults in the development and evaluation of current training programs.
- Dangerous Waste Training Plan technical authority.

### 2.1.5 Training Specialist, Facility Specific

The Training Specialist has the following responsibilities:

- Ensures that personnel are properly trained in accordance with Dangerous Waste Regulations (WAC 173-303-330) and the Hanford Facility RCRA Permit.
- Ensures waste minimization concepts are included in training, as applicable.
- Assists in reviewing training procedures as requested.
- Supervises the preparation of training aids and materials.
- Provides or schedules initial training to new personnel and continuing training as necessary.

## 2.2 Emergency Response Training

Federal and state regulations require that personnel be able to respond effectively to emergencies. In accordance with WAC 173-303-330(1)(e), personnel are trained on aspects applicable to operations. WESF operations involve the management of dangerous waste within the WESF pool, which is a miscellaneous storage unit. Table 2-1 indicates requirements from WAC 173-303-330(1)(e) applicable to WESF operations.

**Table 2-1. Applicability of WAC 173-303-330(1)(e) to WESF**

Element of WAC 173-303-330(1)(e)	Applicability to ≤90 day accumulation areas	Applicability to Miscellaneous Storage Units
Procedures for using, inspecting, repairing, and replacing facility emergency and monitoring equipment*	Yes	Yes
Key parameters for automatic waste feed cut-off systems	No	No
Communications or alarm systems*	Yes	Yes
Response to fires or explosions*	Yes	Yes
Response to groundwater contamination incidents	No	No
Shutdown of operations	No	No

\*See Table 3-1 for a waste management duty cross walk to job title/position.

## Waste Encapsulation and Storage Facility Dangerous Waste Training Plan

Published Date: 05/29/18

Effective Date: 05/29/18

### 3.0 NAMES, JOB DESCRIPTIONS, AND JOB TITLE/POSITIONS

A list of Hanford Facility personnel who carry out these duties at WESF is available upon request. Personnel job titles/positions that carry out waste management duties at WESF are also identified in Table 3-1. A training course matrix (Table 3-2) lists the training courses assigned to personnel from Table 3-1.

Non-WESF Personnel or Visitors include individuals not permanently assigned exclusively to the WESF facility and who do not have dangerous waste management or generation responsibilities or supervision of such activities. These individuals include but are not limited to administrative personnel (e.g., Environmental Records), regulatory oversight, and personnel utilized for temporary assignments. For CHPRC Soil and Groundwater Samplers, refer to SGRP-STD- TQ-54227, *Groundwater Well Sampling, Inspection, and Maintenance Supplemental Dangerous Waste Training Plan*.

The Hanford Site Worker Eligibility Tool (HSWET) is available to demonstrate dangerous waste worker training qualification status. Specific information concerning job title/position, requisite skills, education, and other qualifications for personnel can be provided upon request.

**Table 3-1. WESF Waste Management Duty Crosswalk**

Job Title/Position	Waste Management Duty/Job Description
Non-WESF Personnel or Visitors	<ul style="list-style-type: none"> <li>• Report discovered spills and releases</li> <li>• Evacuate or take cover in response to specific incidents</li> </ul>
Facility Manager (FM)/Shift Operations Manager (SOM)	<ul style="list-style-type: none"> <li>• Report discovered spills and releases</li> <li>• Evacuate or take cover in response to specific incidents</li> <li>• Supervise disposition of waste that is generated</li> <li>• Use emergency and monitoring equipment [Element of WAC 173-303-330(1)(e), Table 2-1]</li> <li>• Respond to and use communications or alarm systems [Element of WAC 173-303-330(1)(e), Table 2-1]</li> <li>• Respond to fires or explosions [Element of WAC 173-303-330(1)(e), Table 2-1]</li> <li>• Manage transfer and shipment of dangerous or mixed waste</li> <li>• Prepare and submit environmental records</li> </ul>
Stationary Operating Engineer (SOE)	<ul style="list-style-type: none"> <li>• Report discovered spills and releases</li> <li>• Evacuate or take cover in response to specific incidents</li> <li>• Generate and handle dangerous or mixed waste during work activities.</li> <li>• Respond to abnormal conditions and alarms systems [Element of WAC 173-303-330(1)(e), Table 2-1]</li> <li>• Verify lights are operable in annunciator panel for leak detection equipment.</li> <li>• Maintain data sheets for inspections</li> <li>• Prepare and submit environmental records</li> </ul>
Single Point of Contact (SPOC)	<ul style="list-style-type: none"> <li>• Report discovered spills and releases</li> <li>• Evacuate or take cover in response to specific incidents</li> <li>• Report spills and releases to off-site agencies</li> <li>• Environmental notification reporting</li> <li>• Prepare and submit environmental records</li> </ul>

## Waste Encapsulation and Storage Facility Dangerous Waste Training Plan

Published Date: 05/29/18

Effective Date: 05/29/18

Table 3-1. WESF Waste Management Duty Crosswalk

Job Title/Position		Waste Management Duty/Job Description
Waste Service Providers	Waste Management Representatives (WMR)	<ul style="list-style-type: none"> <li>• Report discovered spills and releases</li> <li>• Evacuate or take cover in response to specific incidents</li> <li>• Choose containers for accumulation/storage, determine container markings, determine waste segregation practices</li> <li>• Complete waste designations</li> <li>• Initiate process for waste shipments to RCRA TSDs or disposal facility</li> <li>• Prepare and submit environmental records</li> </ul>
	Waste Shippers	<ul style="list-style-type: none"> <li>• Report discovered spills and releases</li> <li>• Evacuate or take cover in response to specific incidents</li> <li>• Prepare and certify waste shipment documentation for both onsite and offsite shipments of waste</li> <li>• Prepare and submit environmental records</li> </ul>
Maintenance Crafts		<ul style="list-style-type: none"> <li>• Report discovered spills and releases</li> <li>• Evacuate or take cover in response to specific incidents</li> <li>• Generate and handle dangerous or mixed waste during work activities.</li> <li>• Prepare and submit environmental records</li> </ul>
Radiological Control Technician (RCT)		<ul style="list-style-type: none"> <li>• Report discovered spills and releases</li> <li>• Evacuate or take cover in response to specific incidents</li> <li>• Generate and handle dangerous or mixed waste during work activities.</li> <li>• Prepare and submit environmental records</li> </ul>
Nuclear Chemical Operator (NCO)		<ul style="list-style-type: none"> <li>• Report discovered spills and releases</li> <li>• Evacuate or take cover in response to specific incidents</li> <li>• Generate dangerous or mixed waste and place waste into pre-approved containers</li> <li>• Respond to incidents pertaining to the waste in the initial accumulation/storage containers</li> <li>• Use emergency and monitoring equipment [Element of WAC 173-303-330(1)(e), Table 2-1]</li> <li>• Respond to and use communications or alarm systems [Element of WAC 173-303-330(1)(e), Table 2-1]</li> <li>• Respond to fires or explosions [Element of WAC 173-303-330(1)(e), Table 2-1]</li> <li>• Sample waste</li> <li>• Package waste samples</li> <li>• Perform TSD unit daily inspections for areas subject to spills</li> <li>• Apply container markings or labels</li> <li>• Perform inspections on dangerous or mixed waste containers and areas and notify operations management of problems encountered during inspections</li> <li>• Verify lights are operable in annunciator panel for leak detection equipment</li> <li>• Maintain data sheets for daily, weekly inspections. Perform annual inspection of WESF (outside building and pool cell area)</li> <li>• Prepare and submit environmental records</li> </ul>

**Waste Encapsulation and Storage Facility  
Dangerous Waste Training Plan**

Published Date: 05/29/18

Effective Date: 05/29/18

Table 3-1. WESF Waste Management Duty Crosswalk

Job Title/Position	Waste Management Duty/Job Description
Environmental Compliance Officer (ECO)	<ul style="list-style-type: none"> <li>• Report discovered spills and releases</li> <li>• Evacuate or take cover in response to specific incidents</li> <li>• Ensure operations are consistent with requirements contained in Dangerous Waste Regulations, WAC 173-303</li> <li>• Prepare and submit environmental records</li> </ul>
Building Emergency Director (BED)*	<ul style="list-style-type: none"> <li>• Report discovered spills and releases</li> <li>• Evacuate or take cover in response to specific incidents</li> <li>• Respond to and use communications or alarm systems [Element of WAC 173-303-330(1)(e), Table 2-1]</li> <li>• Provide direction during emergencies, evacuation or take cover</li> <li>• Perform RCRA Emergency Coordinator duties as the BED in Hanford Incident Command System</li> <li>• Prepare and submit environmental records</li> </ul>

\* Building Emergency Directors are Shift Operations Managers that have taken the BED training.

RCRA = Resource Conservation and Recovery Act of 1976

TSD = treatment, storage, and/or disposal

# PRC-STD-TQ-40231

## Waste Encapsulation and Storage Facility Dangerous Waste Training Plan

Published Date: 05/29/18

Effective Date: 05/29/18

**Table 3-2. Basic Personnel Training**

Course Number	Course Title	Frequency	Training Type <sup>a</sup>	Job Title/Position										
				Non-WESF Personnel or Visitors	FM/SOM	SOE	SPOC	Waste Service Provider – WMR	Waste Service Provider – Waste Shipper	Maintenance Crafts	RCT	NCO – Surveillance and Operations Support	ECO	BED
<b>GENERAL</b>														
000006	CHPRC General Employee Training (CBT)	Annual	GHFT, CPT	X <sup>b</sup>	X	X	X	X	X	X	X	X	X	X
100090	Hanford Site Visitor Orientation (CBT)	Monthly	GHFT	X <sup>b</sup>										
100099	Hanford Site Orientation (CBT)	Annual	GHFT	X <sup>b</sup>										
<b>FACILITY HEALTH &amp; SAFETY</b>														
400811	WESF Facility Orientation (CBT)	Annual	GHFT, CPT	X <sup>c</sup>	X	X	X <sup>c</sup>	X <sup>c</sup>	X <sup>c</sup>	X <sup>c</sup>	X	X	X	X
03E179 <sup>f</sup>	Fuels Facilities FEHIC (CBT)	Annual	GHFT, CPT	X <sup>c</sup>	X	X	X <sup>c</sup>	X <sup>c</sup>	X <sup>c</sup>	X <sup>c</sup>	X	X	X	X
<b>CONTAINER MANAGEMENT</b>														
035100	Container Waste Management (Classroom)	Initial	GHFT, OT		X <sup>d</sup>			X			X <sup>d</sup>	X <sup>d</sup>	X	
035110	Container Waste Management Refresher (CBT)	Annual	GHFT, OT		X			X			X	X	X	
02006G	Waste Management Awareness (Classroom)	Initial	GHFT		X <sup>d</sup>						X <sup>d</sup>	X <sup>d</sup>		
<b>BUILDING EMERGENCY</b>														
02028B	Building Emergency Director Initial Training (Classroom)	Initial	ECT											X
037515	Building Emergency Director Refresher Training (CBT)	Annual	ECT											X
304457	WESF Building Emergency Director Qualification Card Checklist (OJT, PD)	Initial	ECT											X

**Waste Encapsulation and Storage Facility  
Dangerous Waste Training Plan**

Published Date: 05/29/18

Effective Date: 05/29/18

Table 3-2. Basic Personnel Training

Course Number	Course Title	Frequency	Training Type <sup>a</sup>	Job Title/Position										
				Non-WESF Personnel or Visitors	FM/SOM	SOE	SPOC	Waste Service Provider – WMR	Waste Service Provider – Waste Shipper	Maintenance Crafts	RCT	NCO – Surveillance and Operations Support	ECO	BED
<b>ENVIRONMENTAL</b>														
600100	Environmental Compliance Officer – Core (OJT)	Initial	OT										X	
705610	Fuels Storage Environmental Compliance Officer <sup>e</sup> (OJT)	Initial	OT										X	
<b>INSPECTIONS</b>														
400500	WESF NCO Surveillance and Operation Support Qualification (OJT, PD)	Initial	OT									X		
400502	WESF NCO Surveillance and Operation Support Requalification (PD)	Every 2 years	OT									X		
<b>WASTE SERVICES</b>														
035010	Waste Designation (Classroom)	Initial	OT					X						
035012	Waste Designation Qualification (Classroom)	Annual	OT					X						
153021	Waste Management Representative (WMR) Qualification Card (OJT, PD)	Initial	OT					X						
020159	Advanced Hazardous Waste Shipper Certification Training (Classroom)	Initial	OT						X					
020078	Advanced Mixed Waste Shipper Certification Training (Classroom)	Every 3 years	OT						X					

# PRC-STD-TQ-40231

## Waste Encapsulation and Storage Facility Dangerous Waste Training Plan

Published Date: 05/29/18

Effective Date: 05/29/18

**Table 3-2. Basic Personnel Training**

Course Number	Course Title	Frequency	Training Type <sup>a</sup>	Job Title/Position										
				Non-WESF Personnel or Visitors	FM/SOM	SOE	SPOC	Waste Service Provider – WMR	Waste Service Provider – Waste Shipper	Maintenance Crafts	RCT	NCO – Surveillance and Operations Support	ECO	BED
<b>FACILITY MANAGEMENT</b>														
404200	WESF Shift Operations Manager (SOM) Qualification (OJT, PD)	Initial	OT		X									
404201	WESF Shift Operations Manager (SOM) Requalification (PD)	Every 2 years	OT		X									
400630	WESF Stationary Operating Engineer Qualification (OJT, PD)	Initial	OT			X								
400632	WESF Stationary Operating Engineer Requalification (PD)	Every 2 years	OT			X								

<sup>a</sup> Training Types in Attachment 5 of WA7890008967, Hanford Facility RCRA Permit.

<sup>b</sup> Non-WESF Personnel or Visitors may take course number 000001, 000006, 100090, or 100099.

<sup>c</sup> Personnel that do not have this training will be escorted.

<sup>d</sup> Maintenance Crafts, RCTs, and Facility Manager/Shift Operations Manager may take course 02006G or 035100.

<sup>e</sup> Required training only for permanently assigned ECO.

<sup>f</sup> Personnel may have training in course 03E179 or 03E079.

BED = Building Emergency Director

CBT = Computer Based Training

CPT = Contingency Plan Training

ECO = Environmental Compliance Officer

ECT = Emergency Coordinator Training

GHFT = General Hanford Facility Training

NCO = Nuclear Chemical Operator

OJT – On the Job Training

OT = Operations Training

RCT = Radiological Control Technician

SOE = Stationary Operating Engineer

SOM = Shift Operations Manager

WESF = Waste Encapsulation and Storage Facility

PD = Performance Demonstration

**Waste Encapsulation and Storage Facility  
Dangerous Waste Training Plan****Published Date: 05/29/18****Effective Date: 05/29/18****4.0 TRAINING RECORDS**

Training records, as described in WAC 173-303-330, consist of documentation that shows training has been completed for both classroom and on-the-job training. Training records associated with personnel identified in the DWTP are maintained in electronic format or hard copy.

Training records contain the course number, course title, and date of completion. In accordance with Hanford Facility RCRA Permit Attachment 5.0 and Hanford Facility RCRA Permit, Condition II.I.1, copies of course training records are typically scanned and transferred electronically to the Training Records office in Richland, Washington where they are entered into the Integrated Document Management System (IDMS) and verified for permanent record storage. Additionally, course completion documentation of former employees that are not available in IDMS are maintained and archived at the permanent record storage center in Renton, Washington.

When a training record is requested during an inspection, an electronic record will be provided. Training records of former employees may not be available through computers at WESF and may require a representative from the Training Records office to access this information.

This plan can be used to determine the RCRA training status of all personnel identified in this plan.

**5.0 FORMS**

None

**6.0 RECORD IDENTIFICATION**

None

**7.0 SOURCES****7.1 Requirements**

WA7890008967, *Hanford Facility Resource Conservation and Recovery Act Permit*  
WAC 173-303-330, *Personnel Training*

**7.2 References**

HNF-IP-0263-WESF, *Building Emergency Plan for the Waste Encapsulation Storage Facility*  
PRC-PRO-TQ-459, *Environmental Training*  
PRC-STD-TQ-40245, *Environmental Training Program Description*  
SGRP-STD-TQ-54227, *Groundwater Well Sampling, Inspection, and Maintenance Supplemental Dangerous Waste Training Plan.*

**ENCLOSURE 5**

**SGRP-STD-TQ-54227**

**Groundwater Well Sampling Inspection, and Maintenance Supplemental Dangerous Waste  
Training Plan**

Consisting of 16 pages  
(including this cover page.)

**Standards**

**SGRP-STD-TQ-54227**

**Groundwater Well Sampling, Inspection, and Maintenance  
Supplemental Dangerous Waste Training Plan**

Revision 1, Change 0

Published: 05/24/2018  
Effective: 05/24/2018

Project: GRP-Soil and Groundwater Remediation Project  
Topic: Training and Qualification

Technical Authority: Sexton, Sean  
Alternate Technical Authority: Fox, Randal  
Functional Manager: Fox, Randal

**Use Type: Administrative**



**Groundwater Well Sampling, Inspection, and Maintenance Supplemental Dangerous Waste Training Plan**

Published Date: 05/24/2018

Effective Date: 05/24/2018

- Less Than HazCat 3 :  
Excluded from USQ  
**Exclusion Reason:**  
N/A per Section 1.3 LTHC3  
WFK (5/24/18)

**JHA: Administrative****Periodic Review Due Date:05/24/2023****Publication Correction:05/29/2018**

Rev. 1, Chg. 0

**Change Summary****Description of Change**

Update the title, scope, Table 3-1, Table 3-2, addition of a course description table, and identification of RCRA permit or Large Quantity Generator positions.

5/29/18 Publication Correction: update to metadata to reflect title change.

**Groundwater Well Sampling, Inspection, and Maintenance  
Supplemental Dangerous Waste Training Plan**

Published Date: 05/24/18

Effective Date: 05/24/18

**TABLE OF CONTENTS**

1.0 INTRODUCTION ..... 2  
    1.1 Purpose ..... 2  
    1.2 Scope ..... 2  
    1.3 Applicability ..... 2  
    1.4 Implementation ..... 2  
2.0 TRAINING PROGRAM ..... 3  
    2.1 Responsibilities ..... 4  
    2.2 Emergency Response Training ..... 5  
3.0 NAMES, JOB DESCRIPTIONS, AND JOB TITLE/POSITIONS ..... 6  
4.0 TRAINING RECORDS ..... 12  
5.0 FORMS ..... 13  
6.0 RECORD IDENTIFICATION ..... 13  
7.0 SOURCES ..... 13  
    7.1 Requirements ..... 13  
    7.2 References ..... 13  
    7.3 Bases ..... 13

**Groundwater Well Sampling, Inspection, and Maintenance  
Supplemental Dangerous Waste Training Plan**

Published Date: 05/24/18

Effective Date: 05/24/18

**1.0 INTRODUCTION****1.1 Purpose**

This supplemental to Dangerous Waste Training Plans (DWTP) describes how the requirements of Washington Administrative Code (WAC) 173-303-330, *Personnel Training*, are met as described in Attachment 5.0, *Hanford Facility Personnel Training Program*, in WA7890008967, *Hanford Facility Resource Conservation and Recovery Act Permit* (hereafter Hanford Facility RCRA Permit). This procedure provides instruction and guidance intended to ensure compliance with applicable environmental requirements for dangerous waste management activities performed by Soil and Groundwater Remediation Project (SGRP) personnel including sampling, well inspections, and well maintenance. This DWTP differs from other DWTPs because it is considered supplemental to the DWTPs for Operating, Closure, and Post-Closure Unit Groups (UG) on the Hanford site that utilize sampling services by SGRP. Proposed changes to any portion of this procedure must be reviewed by Environmental Protection. [ENV]

**1.2 Scope**

This DWTP applies to dangerous waste management activities performed by SGRP personnel at UGs at the Hanford Facility. See Table 3-1 for applicable positions. Please see the UG specific DWTP for the scope of their operations and training requirements for non-SGRP related dangerous waste management activities.

This DWTP meets the requirements of PRC-PRO-TQ-459, *Environmental Training*, and WAC 173-303-330.

In accordance with the requirements in WAC 173-303-330(2), a training plan must contain the following:

- For each position related to dangerous waste management at the facility, the job title, the job description, and the name of the employee filling each job. The job description must include the requisite skills, education, other qualifications, and duties for each position.
- A written description of the type and amount of both introductory and continuing training required for each position.
- Records documenting that facility personnel have received and completed the training required by this section.

**1.3 Applicability**

Table 3-1 defines the applicable positions associated with this standard.

**1.4 Implementation**

This document is effective upon publication.

## Groundwater Well Sampling, Inspection, and Maintenance Supplemental Dangerous Waste Training Plan

Published Date: 05/24/18

Effective Date: 05/24/18

### 2.0 TRAINING PROGRAM

The introductory and continuing training programs are designed to prepare personnel to manage and maintain the groundwater wells and other sampling requests in a safe, effective, and environmentally sound manner. In addition to preparing personnel to manage and maintain the groundwater wells and other sampling requests under normal conditions, the training programs ensure that personnel are prepared to respond in a prompt and effective manner should abnormal or emergency conditions occur. Emergency response training is consistent with the description of actions contained in the UG specific Building Emergency Plan (BEP).

The introductory and continuing training programs contain the following objectives:

**NOTE:** *Hanford Facility is a permitting term and means the Hanford Site. See PRC-STD-TQ-40245, Environmental Training Program Description, which can be found at the CH2M HILL Plateau Remediation Company (CHPRC) Procedures web site: <http://prc.chprc.rl.gov/pps/procedure.cfm/PRC-STD-TQ-40245>.*

- Train Hanford Facility personnel to perform their duties in a way that ensures the Hanford Facility's compliance with WAC 173-303, *Dangerous Waste Regulations*.
- Train Hanford Facility personnel dangerous waste management procedures (including implementation of the contingency plan) relevant to the job titles/positions in which they are employed.
- Ensure Hanford Facility personnel can respond effectively to emergencies.

The introductory and continuing training program meet requirements through general Hanford Facility training, Contingency Plan training, Emergency Coordinator training, and Operations training. Training courses designed to meet these requirements are identified in Section 3.0 and summarized in the HAMMER/Hanford Training Course Catalog.

#### Introductory Training

Introductory training includes general Hanford Facility training and UG specific training.

- General Hanford Facility training is described in Hanford Facility RCRA Permit, Attachment 5.0 and provided in accordance with the Hanford Facility RCRA Permit, Condition II.C.2.
- UG specific training is provided to Hanford Facility personnel allowing personnel to work unescorted, and in some cases is required for escorted access.

Hanford Facility personnel cannot perform a task for which they are not properly trained, except to gain required experience while under the direct supervision of a supervisor or coworker who is properly trained. Hanford Facility personnel must be trained within 6 months after their employment at or assignment to the Hanford Facility, or to a new job title/position at the Hanford Facility, whichever is later. If an employee is not trained within 6 months, this employee cannot perform the duty, even if supervised.

#### Continuing Training

Continuing training meets the requirements for WAC 173-303-330(1)(b) and includes general Hanford Facility training and UG specific training. Training courses designed to meet these requirements are identified in Section 3.0 and summarized in the training course catalog.

**Groundwater Well Sampling, Inspection, and Maintenance  
Supplemental Dangerous Waste Training Plan****Published Date: 05/24/18****Effective Date: 05/24/18****2.1 Responsibilities**

This section lists the personnel directly responsible for the training of personnel involved in SGRP sampling, well inspections, and well maintenance per PRC PRO-TQ-459, *Environmental Training*. This training includes the elements necessary to demonstrate compliance with WAC 173-303-330 and is made up of both classroom instruction and/or on-the-job training. Responsibilities of Hanford Facility personnel such as subcontractors and others, performing limited work in scope and duration, is defined elsewhere.

**2.1.1 Management**

Each line manager has overall responsibility for the training of those under his/her control that includes, but is not limited to:

- Determining training requirements for personnel, subcontractors, contractors, and visitors who obtain access or works within one or more of the areas subject to this plan
- Ensuring personnel complete required training and qualification as specified in Section 3.0 of this document
- Consults in the development and evaluation of current training programs
- Assists in determining minimum personnel training requirements to meet compliance
- Maintains current knowledge of training requirements pertaining to SGRP sampling, well inspection, and well maintenance personnel

**2.1.2 Environmental Compliance Officer**

The Environment Compliance Officer has the following responsibilities:

- Consults in the development and evaluation of current training programs
- Dangerous Waste Training Plan technical authority
- Ensures DWTP satisfies the requirements of the Hanford Facility RCRA Permit and WAC 173-303-330.

**2.1.3 Training Specialist, Facility Specific**

The Training Specialist has the following responsibilities:

- Assists management in ensuring that personnel are properly trained in accordance with Dangerous Waste Regulations (WAC 173-303-330) and the Hanford Facility RCRA Permit
- Ensures waste minimization concepts are included in training, as applicable
- Assists in reviewing training procedures as requested
- Supervises the preparation of training aids and materials
- Provides/Schedules initial training to new personnel and continuing training as necessary

**Groundwater Well Sampling, Inspection, and Maintenance  
Supplemental Dangerous Waste Training Plan**

Published Date: 05/24/18

Effective Date: 05/24/18

**2.2 Emergency Response Training**

Federal and state regulations require that personnel be able to respond effectively to emergencies. In accordance with WAC 173-303-330(1)(e), personnel are trained on aspects applicable to SGRP sampling, well inspections, and well maintenance. Personnel performing SGRP sampling, well inspections, and well maintenance activities follow the UG specific emergency response procedures per the UG BEP when accessing active portions of the UG. Most groundwater monitoring wells are located outside of the active portions of the UG. Table 2-1 indicates requirements from WAC 173-303-330 (1)(e) applicable to sampling, well inspections and well maintenance.

**Table 2-1. Applicability of WAC 173-303-330(1)(e)**

<b>Element of WAC 173-303-330(1)(e)</b>	<b>Applicability to sampling, well inspections, and well maintenance</b>
Procedures for using, inspecting, repairing, and replacing facility emergency and monitoring equipment*	Yes
Key parameters for automatic waste feed cut-off systems	No
Communications or alarm systems*	Yes
Response to fires or explosions*	Yes
Response to groundwater contamination incidents*	No
Shutdown of operations*	No

\* See Table 3-1 to determine personnel trained on the different aspects applicable to operations.

**Groundwater Well Sampling, Inspection, and Maintenance  
Supplemental Dangerous Waste Training Plan**

Published Date: 05/24/18

Effective Date: 05/24/19

**3.0 NAMES, JOB DESCRIPTIONS, AND JOB TITLE/POSITIONS**

A list of Hanford Facility personnel who carry out these duties is available upon request. Personnel job titles/positions that carry out dangerous waste management duties during SGRP sampling, well inspections and well maintenance are identified in Table 3-1. A training course matrix (Table 3-2) lists the training courses assigned to personnel from Table 3-1.

Specific information concerning job title/position, requisite skills, education, and other qualifications for personnel can be provided upon request.

**Table 3-1. Waste Management Duty Crosswalk**

<b>Job Title/Position</b>	<b>Waste Management Duty</b>
Visitors	<ul style="list-style-type: none"> <li>• Report discovered spills and releases</li> <li>• Evacuate or take cover in response to specific incidents</li> </ul>
Field Work Supervisor	<ul style="list-style-type: none"> <li>• Report discovered spills and releases</li> <li>• Evacuate or take cover in response to specific incidents</li> <li>• Supervise waste management activities</li> <li>• Use emergency and monitoring equipment; based on workers supervised [Element of WAC 173-303-330(1)(e), Table 2-1]</li> <li>• Respond to and use communications or alarm systems [Element of WAC 173-303-330(1)(e), Table 2-1]</li> <li>• Prepare and submit environmental records</li> </ul>
Single Point of Contact	<ul style="list-style-type: none"> <li>• Report discovered spills and releases</li> <li>• Evacuate or take cover in response to specific incidents</li> <li>• Report spills and releases to off-site agencies</li> <li>• Environmental notification reporting</li> <li>• Prepare and submit environmental records</li> </ul>
Waste Management Representatives (WMR)	<ul style="list-style-type: none"> <li>• Report discovered spills and releases</li> <li>• Evacuate or take cover in response to specific incidents</li> <li>• Choose containers for accumulation/storage, determine container markings, determine waste segregation practices</li> <li>• Complete waste designations</li> <li>• Initiate process for waste shipments to appropriate facilities for storage or disposal</li> <li>• Prepare and submit environmental records</li> </ul>
Waste Shippers	<ul style="list-style-type: none"> <li>• Report discovered spills and releases</li> <li>• Evacuate or take cover in response to specific incidents</li> <li>• Prepare and certify waste shipment documentation for both onsite and off-site shipments of dangerous and/or mixed waste</li> <li>• Prepare and submit environmental records</li> </ul>

**Groundwater Well Sampling, Inspection, and Maintenance  
Supplemental Dangerous Waste Training Plan**

**Published Date: 05/24/18**

**Effective Date: 05/24/18**

**Table 3-1. Waste Management Duty Crosswalk**

Job Title/Position	Waste Management Duty
Well Maintenance Crafts	<ul style="list-style-type: none"> <li>• Report discovered spills and releases</li> <li>• Evacuate or take cover in response to specific incidents</li> <li>• Generate and handle dangerous or mixed waste during work activities</li> <li>• Maintain groundwater well and monitoring equipment</li> <li>• Observe results from groundwater monitoring devices (e.g. Camera)</li> <li>• Prepare and submit environmental records</li> </ul>
Radiological Control Technician (RCT)	<ul style="list-style-type: none"> <li>• Report discovered spills and releases</li> <li>• Evacuate or take cover in response to specific incidents</li> <li>• Generate dangerous or mixed waste during work activities</li> <li>• Use emergency and monitoring equipment [Element of WAC 173-303-330(1)(e), Table 2-1]</li> <li>• Respond to and use communications or alarm systems [Element of WAC 173-303-330(1)(e), Table 2-1]</li> <li>• Response to fires or explosions [Element of WAC 173-303-330(1)(e), Table 2-1]</li> </ul>
Nuclear Chemical Operator (NCO) – SGRP  Groundwater Well Inspector	<ul style="list-style-type: none"> <li>• Report discovered spills and releases</li> <li>• Evacuate or take cover in response to specific incidents</li> <li>• Use emergency and monitoring equipment [Element of WAC 173-303-330(1)(e), Table 2-1]</li> <li>• Respond to and use communications or alarm systems [Element of WAC 173-303-330(1)(e), Table 2-1]</li> <li>• Response to fires or explosions [Element of WAC 173-303-330(1)(e), Table 2-1]</li> <li>• Prepare sample containers and generate dangerous waste</li> <li>• Observe results from groundwater monitoring devices</li> <li>• Prepare and submit environmental records</li> </ul>
NCO – SGRP  Groundwater Well Sampler	<ul style="list-style-type: none"> <li>• Report discovered spills and releases</li> <li>• Evacuate or take cover in response to specific incidents</li> <li>• Generate and handle dangerous or mixed waste during work activities</li> <li>• Use emergency and monitoring equipment [Element of WAC 173-303-330(1)(e), Table 2-1]</li> <li>• Respond to and use communications or alarm systems [Element of WAC 173-303-330(1)(e), Table 2-1]</li> <li>• Response to fires or explosions [Element of WAC 173-303-330(1)(e), Table 2-1]</li> <li>• Prepare sample containers</li> <li>• Observe results from groundwater monitoring devices</li> <li>• Sample groundwater</li> <li>• Prepare and submit environmental records</li> </ul>

**Groundwater Well Sampling, Inspection, and Maintenance  
Supplemental Dangerous Waste Training Plan**

Published Date: 05/24/18

Effective Date: 05/24/18

**Table 3-1. Waste Management Duty Crosswalk**

Job Title/Position	Waste Management Duty
<p align="center">NCO – SGRP Sample Shipper and Packager</p>	<ul style="list-style-type: none"> <li>• Report discovered spills and releases</li> <li>• Evacuate or take cover in response to specific incidents</li> <li>• Use emergency and monitoring equipment [Element of WAC 173-303-330(1)(e), Table 2-1]</li> <li>• Respond to and use communications or alarm systems [Element of WAC 173-303-330(1)(e), Table 2-1]</li> <li>• Response to fires or explosions [Element of WAC 173 303 330(1)(e), Table 2-1]</li> <li>• Package groundwater samples</li> <li>• Ship groundwater samples</li> </ul>
<p align="center">NCO – SGRP Sample Equipment Cleaner</p>	<ul style="list-style-type: none"> <li>• Report discovered spills and releases</li> <li>• Evacuate or take cover in response to specific incidents</li> <li>• Generate and handle dangerous or mixed waste during work activities Use emergency and monitoring equipment [Element of WAC 173-303-330(1)(e), Table 2-1]</li> <li>• Respond to and use communications or alarm systems [Element of WAC 173-303-330(1)(e), Table 2-1]</li> <li>• Response to fires or explosions [Element of WAC 173-303-330(1)(e), Table 2-1]</li> <li>• Clean sample equipment</li> </ul>
<p align="center">NCO – SGRP Multi-media Sampler</p>	<ul style="list-style-type: none"> <li>• Report discovered spills and releases</li> <li>• Evacuate or take cover in response to specific incidents</li> <li>• Generate and handle dangerous or mixed waste during work activities</li> <li>• Use emergency and monitoring equipment [Element of WAC 173-303-330(1)(e), Table 2-1]</li> <li>• Respond to and use communications or alarm systems [Element of WAC 173-303-330(1)(e), Table 2-1]</li> <li>• Response to fires or explosions [Element of WAC 173-303-330(1)(e), Table 2-1]</li> <li>• Prepare sample containers</li> <li>• Sample non-groundwater media inside of a RCRA site (e.g., general soil sampling)</li> <li>• Prepare and submit environmental records</li> </ul>
<p align="center">NCO – SGRP Borehole Sampler</p>	<ul style="list-style-type: none"> <li>• Report discovered spills and releases</li> <li>• Evacuate or take cover in response to specific incidents</li> <li>• Generate and handle dangerous or mixed waste during work activities</li> <li>• Use emergency and monitoring equipment [Element of WAC 173-303-330(1)(e), Table 2-1]</li> <li>• Respond to and use communications or alarm systems [Element of WAC 173-303-330(1)(e), Table 2-1]</li> <li>• Response to fires or explosions [Element of WAC 173-303-330(1)(e), Table 2-1]</li> <li>• Prepare sample containers</li> <li>• Sample soil boreholes inside of a RCRA site</li> <li>• Prepare and submit environmental records</li> </ul>

**Groundwater Well Sampling, Inspection, and Maintenance  
Supplemental Dangerous Waste Training Plan**

Published Date: 05/24/18

Effective Date: 05/24/18

**Table 3-1. Waste Management Duty Crosswalk**

Job Title/Position	Waste Management Duty
<p align="center">NCO – SGRP Routines Sampler</p>	<ul style="list-style-type: none"> <li>• Report discovered spills and releases</li> <li>• Evacuate or take cover in response to specific incidents</li> <li>• Generate and handle dangerous or mixed waste during work activities</li> <li>• Use emergency and monitoring equipment [Element of WAC 173-303-330(1)(e), Table 2-1]</li> <li>• Respond to and use communications or alarm systems [Element of WAC 173-303-330(1)(e), Table 2-1]</li> <li>• Response to fires or explosions [Element of WAC 173-303-330(1)(e), Table 2-1]</li> <li>• Prepare sample containers</li> <li>• Sample dangerous waste drums in a RCRA site</li> <li>• Prepare and submit environmental records</li> </ul>
<p align="center">NCO – SGRP Remediation Sampler</p>	<ul style="list-style-type: none"> <li>• Report discovered spills and releases</li> <li>• Evacuate or take cover in response to specific incidents</li> <li>• Generate and handle dangerous or mixed waste during work activities</li> <li>• Use emergency and monitoring equipment [Element of WAC 173-303-330(1)(e), Table 2-1]</li> <li>• Respond to and use communications or alarm systems [Element of WAC 173-303-330(1)(e), Table 2-1]</li> <li>• Response to fires or explosions [Element of WAC 173-303-330(1)(e), Table 2-1]</li> <li>• Prepare sample containers</li> <li>• Sample soil through a RCRA WIDS or other RCRA sites</li> <li>• Prepare and submit environmental records</li> </ul>
<p align="center">Environmental Compliance Officer (ECO)</p>	<ul style="list-style-type: none"> <li>• Report discovered spills and releases</li> <li>• Evacuate or take cover in response to specific incidents</li> <li>• Ensure operations are consistent with requirements contained in Dangerous Waste Regulations, WAC 173-303</li> <li>• Prepare and submit environmental records</li> </ul>
<p>UG = Operating, Closure, or Post-Closure Unit Group</p>	

Groundwater Well Sampling, Inspection, and Maintenance Supplemental Dangerous Waste Training Plan

Published Date: 05/24/18

Effective Date: 05/24/18

Table 3-2. Training Course Matrix

Course Number	Course Title	Frequency	Training Type *	Job Title/Position																
				Visitors	FWS	Single Point of Contact	WMR	Waste Shipper	Well Maintenance & Rep.	RC	GW Inspector	GW Sampler	Sample Shipper & Packager	Sample Equipment Cleaner	Multi-Media Sampler	Borehole Sampler	Routines Sampler	Remediation Sampler	ECO	
<b>GENERAL TRAINING</b>																				
00006	CHPRC General Employee Training	Annual	GHFT, CPT	X <sup>c</sup>	X	X	X	X	X	X	X	X	X	X	X	X	X	X		
100090	Hanford Site Visitor Orientation	Annual	GHFT	X <sup>c</sup>																
100099	Hanford Site Orientation	Annual	GHFT	X <sup>c</sup>																
<b>FACILITY HEALTH &amp; SAFETY</b>																				
290200	Central Plateau Surveillance and Maintenance FEHIC	Annual	CPT	X <sup>d</sup>	X <sup>d</sup>	X <sup>d</sup>	X <sup>d</sup>	X <sup>d</sup>	X <sup>d</sup>	X <sup>d</sup>	X <sup>d</sup>	X <sup>d</sup>	X <sup>d</sup>	X <sup>d</sup>	X <sup>d</sup>	X <sup>d</sup>	X <sup>d</sup>	X <sup>d</sup>		
03E079	Liquid Effluent Retention Facility and 200 Area Effluent Treatment Facility FEHIC	Annual	CPT	X <sup>d</sup>	X <sup>d</sup>	X <sup>d</sup>	X <sup>d</sup>	X <sup>d</sup>	X <sup>d</sup>	X <sup>d</sup>	X <sup>d</sup>	X <sup>d</sup>	X <sup>d</sup>	X <sup>d</sup>	X <sup>d</sup>	X <sup>d</sup>	X <sup>d</sup>	X <sup>d</sup>		
301850	SGRP Orientation	Initial	CPT	X <sup>d</sup>	X	X <sup>d</sup>	X	X	X	X	X	X	X	X	X	X	X	X		
301851	SGRP FEHIC Initial	Initial	CPT	X <sup>d</sup>	X	X <sup>d</sup>	X	X	X	X	X	X	X	X	X	X	X	X		
301849	SGRP FEHIC Refresher	Annual	CPT	X <sup>d</sup>	X	X <sup>d</sup>	X	X	X	X	X	X	X	X	X	X	X	X		
<b>CONTAINER MANAGEMENT</b>																				
035100	Container Waste Management Initial	Initial	GHFT, OT		X <sup>e</sup>		X		X <sup>e</sup>	X <sup>e</sup>	X	X	X	X						
035110	Container Waste Management Refresher	Annual	GHFT, OT		X		X		X	X	X	X	X	X						
<b>WASTE MANAGEMENT</b>																				
02006G	Waste Management Awareness	Initial	GHFT		X <sup>e</sup>				X <sup>e</sup>	X <sup>e</sup>										
300400	Waste Management – Exam	Every 2 years	CPT, OT								X	X	X	X						
<b>SUPERVISOR/MANAGER</b>																				
301818 <sup>b</sup>	SGRP Sampling/ Characterization FWS Qualification Card	Initial	CPT, OT		X															
290522 <sup>a</sup>	GRP Field Work Supervisor-Maintenance	Initial	CPT, OT		X															
<b>WASTE MANAGEMENT REPRESENTATIVE</b>																				
035010	Waste Designation	Initial	OT				X													
035012	Waste Designation Qualification	Annual	OT				X													
153020	Waste Fundamentals Qualification Card	Initial	OT				X													
153021	Waste Management Representative (WMR) Qualification Card	Initial	OT				X													
<b>WASTE SHIPPER</b>																				
020159	Advanced Hazardous Waste Shipper Certification Training	Initial	OT					X												
020078	Advanced Mixed Waste Shipper Certification Training	Every 3 years	OT					X												
<b>GROUNDWATER SAMPLING TRAINING</b>																				
301806	S&GRP Sampling Fundamentals OJT/OJE	Every 2 years	OT							X	X	X	X	X	X	X	X	X		
301815	Sampling Instrumentation Fundamentals	Initial	OT							X	X	X	X	X	X	X	X	X		
301802	Groundwater Monitoring & Sampling	Every 2 years	OT								X									
301813	Sample Packaging and Shipping	Every 2 years	OT									X								
301820	Cleaning Sampling Equipment Qualification	Every 2 years	OT										X							
301810	Multi-Media Sampling Qualification Card	Every 2 years	OT											X						
301812	Borehole Characterization and Waste	Every 2 years	OT												X					
301811	Routine Sampling	Every 2 years	OT														X			
301821	Remediation Sampling	Every 2 years	OT															X		

Groundwater Well Sampling, Inspection, and Maintenance Supplemental Dangerous Waste Training Plan

Published Date: 05/24/18

Effective Date: 05/24/18

Table 3-2. Training Course Matrix

Course Number	Course Title	Frequency	Training Type *	Job Title/Position															
				Visitors	FWS	Single Point of Contact	WNR	Waste Shipper	Well Maintenance Craft	RCT	GW Inspector	GW Sampler	Sample Shipper & Packager	Sample Equipment Cleaner	Multi-Media Sampler	Borehole Sampler	Routines Sampler	Remediation Sampler	ECO
<b>ECO TRAINING</b>																			
600100	Environmental Compliance Officer – Core	Initial	OT															X	
290300	SGRP – ECO <sup>1</sup>	Initial	OT															X	
<p><sup>a</sup> Training Types in Attachment 5 of WA7890008967, Hanford Facility RCRA Permit.  <sup>b</sup> The FWS will take one of these courses depending on who they are supervising.  <sup>c</sup> Hanford Visitors may take course number 000006, 100090 or 100099.  <sup>d</sup> Personnel that do not have this training will be escorted.  <sup>e</sup> Maintenance Crafts, RCTs, and Field Work Supervisors may take course 02006G or 035100.  <sup>f</sup> Required training only for permanently assigned ECO.  <sup>g</sup> Facility Health and Safety courses are only included for those UGs that personnel enter the active portions of for groundwater sampling</p>																			
<p>CPT = Contingency Plan Training                      ECO = Environmental Compliance Officer                      ECT = Emergency Coordinator Training                      FEHIC = Facility Emergency and Hazard Identification Checklist                      FWS = Field Work Supervisor                      GHFT = General Hanford Facility Training</p>				<p>GHFT = General Hanford Facility Training                      GW = Groundwater Well                      NCO = Nuclear Chemical Operator                      OT = Operations Training                      RCT = Radiological Control Technician                      SGRP = Soil &amp; Groundwater Remediation Project                      WMR = Waste Management Representative</p>															

**Groundwater Well Sampling, Inspection, and Maintenance  
Supplemental Dangerous Waste Training Plan**

Published Date: 05/24/18

Effective Date: 05/24/18

**4.0 TRAINING RECORDS**

Training records, as described in WAC 173-303-330, consist of documentation that shows training has been completed for both classroom and on-the-job training. Training records associated with personnel identified in the DWTP are maintained in electronic format and/or hard copy.

Training records contain the course number, course title, and date of completion. In accordance with Hanford Facility RCRA Permit Attachment 5.0 and Hanford Facility RCRA Permit, Condition II.I.1, copies of training records are typically scanned and transferred electronically to the Training Records office in Richland, Washington where they are entered into the Integrated Document Management System (IDMS) and verified for permanent record storage. Additionally, course completion documentation of former employees that are not available in IDMS are maintained/archived at the permanent record storage center in Renton, Washington.

When a training record is requested during an inspection, an electronic record will be provided. Training records of former employees may not be available through computers and may require a representative from the Training Records office to access this information.

This plan can be used to determine the RCRA training status of all personnel identified in this plan.

**Groundwater Well Sampling, Inspection, and Maintenance  
Supplemental Dangerous Waste Training Plan**

**Published Date: 05/24/18**

**Effective Date: 05/24/18**

**5.0 FORMS**

None

**6.0 RECORD IDENTIFICATION**

None

**7.0 SOURCES**

**7.1 Requirements**

WA7890008967, *Hanford Facility Resource Conservation and Recovery Act Permit*

WAC 173-303-330, *Personnel Training*

**7.2 References**

PRC-PRO-TQ-459, *Environmental Training*

PRC-STD-TQ-40245, *Environmental Training Program Description*

**7.3 Bases**

None