

Hazardous Waste Generator Regulations Compendium

Volume 5: Personnel Training at Small and Large Quantity Generators

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U.S. Environmental Protection Agency
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Materials Recovery and Waste Management Division

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This document includes the following sections:

- Resource View – outlines the document types by which resources are organized.
- Resources by Document Category – lists resources for each document category outlined in the *Resource View*.
- CFR View – provides relevant Code of Federal Regulations (CFR) language reformatted for easy reading.

These three main sections are cross-referenced, i.e., each section includes hyperlinks to the other sections. In addition, each section and its accompanying index include a hyperlink to the Main Index that allows the user to easily navigate from one section to another.

Introduction

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About the Compendium

The Hazardous Waste Generator Regulations Compendium serves as a user-friendly reference to assist regulators, industrial facilities generating and managing solid and hazardous wastes, and the general public in locating resources relevant to specific regulatory topics within the federal hazardous waste generator program.

The objective of this document is to consolidate and streamline the various resources on a topic into a user-friendly format, including references to relevant CFR language, Federal Register (FR) notices, documents posted on RCRA Online (i.e., guidance in the form of memoranda issued by EPA, Q&As, and other publications), and other resources, such as Frequent Questions webpages. The Compendium has been divided into multiple volumes that are available here: www.epa.gov/hwgenerators/hazardous-waste-generator-regulations-compendium.

This document does not change any of the existing solid or hazardous waste requirements, nor does it offer an exhaustive list of relevant resources, as new resources may come into being or older ones may be relevant to a specific issue, but not included. Certain available resources, such as superseded RCRA Online documents, have not been referenced. Rather than including or reproducing referenced resources, this document generally provides hyperlinks to individual resources. As an exception, the Compendium does include relevant sections of the most current CFR regulatory language (as of the date on the cover of the Compendium). The included CFR language has been reformatted to make it easier to read, but it is not a substitute for the official CFR itself, or for the requirements in the CFR. The Government Printing Office frequently updates the e-CFR website; where appropriate, hyperlinks to the respective CFR section at the e-CFR website are provided.

Most states are authorized to administer their own RCRA Subtitle C hazardous waste program. Therefore, states may have their own set of regulations that apply in lieu of federal regulations. State regulations must be at least as stringent as the federal standards, but they can be more stringent. Please visit the following website to determine if the state regulatory program is different from the federal program: <https://www.epa.gov/hwgenerators/links-hazardous-waste-programs-and-us-state-environmental-agencies>, and check with your state agency.

About the Personnel Training Volume

This volume of the Compendium lists resources pertaining to the personnel training provisions that are found at 40 CFR 262.16 and 262.17. For more information regarding other topics that apply to facilities generating hazardous waste, refer to other volumes of the Compendium and [EPA's Hazardous Waste Generators Webpage](#).

Please note that the Hazardous Waste Generator Improvements rule of 2016 created new sections in Part 262, which contains the regulations pertaining to generators. Accordingly, some citations in the generator requirements in older resources in this Compendium are outdated, including references to § 261.5, § 262.34, and others. Please see the preamble to the final Hazardous Waste Generator Improvements rule for a discussion of the reorganization of the regulations (81 FR

85735–85740, November 28, 2016). For a specific crosswalk of the regulation citation changes, refer to www.epa.gov/hwgenerators/hazardous-waste-generator-regulations-crosswalk.

For more information on these regulations and any other questions or comments concerning this document, please contact EPA’s Office of Resource Conservation and Recovery:

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Resource View

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Personnel Training

Resource Index:

- Resource Type:
 - [EPA Memoranda](#)
 - [Questions and Answers \(Q&A\)](#)
 - [Federal Register Notices](#)

Resources by Document Category

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Document Category	RCRA Online/ Resource	Resource Title	Document Date	Keyword(s)	Notes
Memoranda	11373	Hazardous Waste Training Under 40 CFR 262.34	10/27/1988	Large Quantity Generators (LQGs); Satellite Accumulation Areas (SAAs)	Partially superseded by the 2016 Generator Rule (81 FR 85733)
	11429	Generator Personnel Training Requirements	05/09/1989	Small Quantity Generators (SQGs); Occupational Safety and Health Administration (OSHA)	
	11779	Clarification on the Amount, Type, and Frequency of Training Required for Personnel Handling Hazardous Waste at Facilities	10/07/1993	LQGs; Personnel Training	
	14286	Interpretation of the Annual Training Requirements	06/10/1997	LQGs; Treatment, Storage, and Disposal Facilities (TSDFs); Annual Training; Refresher Training	
	14687	Training and Manifest Signature Requirements for Generators	11/19/2003	Liability (Hazardous Waste); Manifest	See question 1 of the memorandum

Document Category	RCRA Online/ Resource	Resource Title	Document Date	Keyword(s)	Notes
Q&A	12245	Episodic Generator and Personnel Training	6/01/1984	SQGs; Personnel Training	Note, this Q&A would also apply to Very Small Quantity Generators (VSQGs) if they were to become LQGs
	12341	Training Employees	12/01/1984	LQGs; TSDFs; Laboratories	
	14598	Universal Waste Employee Training Requirements	04/01/2002	Universal Waste; Employee Training; LQGs; SQGs	
	14703	FAQs about Satellite Accumulation Areas	3/17/2004	SAA Training Standards	See question 8 of the FAQs
	Weblink	Frequent Questions About Hazardous Waste Generation	Last Updated 10/07/2020	Large Quantity Generators (LQGs); Small Quantity Generators (SQGs); Training Documentation; Manifest	
Federal Register Notices	45 FR 33154	Hazardous Waste and Consolidated Permit Regulations	5/19/1980	On-the-Job Training; Recordkeeping	Preamble discussion begins on page 33182
	48 FR 118	Hazardous Waste Management System; Standards Applicable to Generators of Hazardous Waste, Proposed Rule	1/3/1983	SAA Training Standards	

Document Category	RCRA Online/ Resource	Resource Title	Document Date	Keyword(s)	Notes
	49 FR 49568	Hazardous Waste Management System; Standards Applicable to Generators of Hazardous Waste, Final Rule	12/20/1984	SAA Training Standards	
	80 FR 57918	Hazardous Waste Generator Improvements Proposed Rule	9/25/2015	LQGs; SQGs; Personnel Training; Contingency Planning	Preamble discussion begins on page 57963
	81 FR 85732	Hazardous Waste Generator Improvements Final Rule	11/28/2016	LQGs; SQGs; Personnel Training; Contingency Planning	Preamble discussion begins on page 85794

CFR View Index

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CFR Location	Title/Topic
262.10	Definitions
262.16(b)(9)(iii)	Emergency Procedures
262.17(a)(7)	Personnel Training

CFR View

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NOTE: The CFR language may have been excerpted, reformatted and appended with subheadings and explanations/terms in brackets.

§ 260.10 Definitions

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- Small quantity generator is a generator who generates the following amounts in a calendar month (§ 260.10):
 - Greater than 100 kilograms (220 lbs) but less than 1,000 kilograms (2200 lbs) of non-acute hazardous waste; and
 - Less than or equal to 1 kilogram (2.2 lbs) of acute hazardous waste; and
 - Less than or equal to 100 kilograms (220 lbs) of any residue or contaminated soil, water, or other debris resulting from the cleanup of a spill, into or on any land or water.
- Large quantity generator is a generator who generates any of the following amounts in a calendar month (§ 260.10):
 - Greater than or equal to 1,000 kilograms (2200 lbs) of non-acute hazardous waste; or
 - Greater than 1 kilogram (2.2 lbs) of acute hazardous waste; or
 - Greater than 100 kilograms (220 lbs) of any residue or contaminated soil, water, or other debris resulting from the cleanup of a spill, into or on any land or water.

§ 262.16(b)(9)(iii) Emergency Procedures [SQGs]

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The small quantity generator must ensure that all employees are thoroughly familiar with proper waste handling and emergency procedures, relevant to their responsibilities during normal facility operations and emergencies.

§ 262.17(a)(7) Personnel Training [LQGs]

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(i)

(A) Facility personnel must successfully complete a program of classroom instruction, online training (e.g., computer-based or electronic), or on-the-job training that teaches them to perform their duties in a way that ensures compliance with this part. The large quantity generator must ensure that this program includes all the elements described in the document required under paragraph (a)(7)(iv) of this section.

(B) This program must be directed by a person trained in hazardous waste management procedures and must include instruction which teaches facility personnel hazardous waste management procedures (including contingency plan implementation) relevant to the positions in which they are employed.

(C) At a minimum, the training program must be designed to ensure that facility personnel are able to respond effectively to emergencies by familiarizing them [personnel] with emergency procedures, emergency equipment, and emergency systems, including where applicable:

- (1) Procedures for using, inspecting, repairing, and replacing facility emergency and monitoring equipment;
- (2) Key parameters for automatic waste feed cut-off systems;
- (3) Communications or alarm systems;
- (4) Response to fires or explosions;
- (5) Response to ground-water contamination incidents; and
- (6) Shutdown of operations.

(D) For facility employees that receive emergency response training pursuant to Occupational Safety and Health Administration regulations at [29 CFR 1910.120\(p\)\(8\)](#) and [1910.120\(q\)](#), the large quantity generator is not required to provide separate emergency response training pursuant to this section, provided that the overall facility training meets all the conditions of exemption in this section.

(ii) Facility personnel must successfully complete the program required in paragraph (a)(7)(i) of this section within six months after the date of their employment or assignment to the facility, or to a new position at the facility, whichever is later. Employees must not work in unsupervised positions until they have completed the training standards of paragraph (a)(7)(i) of this section.

(iii) Facility personnel must take part in an annual review of the initial training required in paragraph (a)(7)(i) of this section.

(iv) The large quantity generator must maintain the following documents and records at the facility:

(A) The job title for each position at the facility related to hazardous waste management, and the name of the employee filling each job;

(B) A written job description for each position listed under paragraph (a)(7)(iv)(A) of this section. This description may be consistent in its degree of specificity with descriptions for other similar positions in the same company location or bargaining unit, but must include the requisite skill, education, or other qualifications, and duties of facility personnel assigned to each position;

(C) A written description of the type and amount of both introductory and continuing training that will be given to each person filling a position listed under paragraph (a)(7)(iv)(A) of this section;

(D) Records that document that the training or job experience, required under paragraphs (a)(7)(i), (ii), and (iii) of this section, has been given to, and completed by, facility personnel.

(v) Training records on current personnel must be kept until closure of the facility. Training records on former employees must be kept for at least three years from the date the employee last worked at the facility. Personnel training records may accompany personnel transferred within the same company.