

TRAINING MATRIX

TRAINING COURSE	WHO MUST BE TRAINED	TRAINING FREQUENCY	METHOD FOR PRESENTATION	COMMENTS
Airborne Pathogens	Any individual who has the potential to work with infectious aerosols.	One-time and at time of hire; re-training required if new hazards are introduced or changes in job responsibilities.	Live or online	<ul style="list-style-type: none"> • Formal training is covered by EHRs during the Initial Safety Training for Researchers and Initial Safety Training for Physicians (more information can be found under these training categories below). • This is also a stand-alone course, which can be completed online. Please see instructions on how to enroll in this online course. • E-mail the EHRs Training staff for additional information. • Initial site-specific and re-training must be conducted by the Principal Investigator, Director, Administrator, Supervisor, Lab Manager, Instructor, etc. for new hazards or changes in job responsibilities.
Basic Radiation Safety (awareness)	All individuals	One-time and at time of hire; re-training required as needed.	Live or online	<ul style="list-style-type: none"> • Formal training is covered by EHRs during the Facilities Management Safety Training, Housekeeping Safety Training, Initial Safety Training for Researchers, Initial Safety Training for Dentistry, and ULAR Safety Training (more information can be found under these training categories below).

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				<ul style="list-style-type: none"> This is also a stand-alone course, which can be completed online. Please see instructions on how to enroll in this online course. E-mail the EHRS Training staff for additional information.
Biohazardous Waste Training	Individuals who will generate biological waste in a laboratory setting.	One-time and at time of hire; re-training required as needed.	Online	<ul style="list-style-type: none"> Please see instructions for steps on how to complete this training online. E-mail Dr. Artur Slupianek, Biological Safety Manager, for additional information.
Biosafety	Any individual who work with biological materials in a laboratory setting.	One-time and at time of hire; re-training required if new hazards are introduced or changes in job responsibilities.	Live or online	<ul style="list-style-type: none"> Formal training is covered by EHRS during the Initial Safety Training for Researchers and Initial Safety Training for Gross Anatomy Students and Instructors (more information can be found under these training categories below). This is also a stand-alone course, which can be completed online. Please see instructions on how to enroll in this online course. E-mail the EHRS Training staff for additional information.

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				<ul style="list-style-type: none"> Initial site-specific and re-training must be conducted by the Principal Investigator, Director, Administrator, Supervisor, Lab Manager, Instructor, etc. for new hazards or changes in job responsibilities.
Biosafety Level 3 Facility	Any individual who work in a Biosafety Level 3 Facility.	Annual	Online	<ul style="list-style-type: none"> There is a course designated for lab workers and another for non-lab workers. It is important to choose the correct course for your role at Temple. Please see instructions on how to enroll in this online course. E-mail Dr. Artur Slupianek, Biological Safety Manager, for additional information. Initial site-specific and re-training must be conducted by the Principal Investigator, Director, Administrator, Supervisor, Lab Manager, Instructor, etc. for new hazards or changes in job responsibilities.

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Bloodborne Pathogens	Individuals who directly work with or have a potential (work in the area) to be exposed to Bloodborne Pathogens – human blood, human body fluid, human cell lines, human tissue cultures, lentivirus, or animals injected with HIV, Hepatitis B, and/or Hepatitis C.	Annual	Virtual (initial training) and online (refresher only)	<ul style="list-style-type: none"> • Initial training must be completed virtually via the Zoom video-conferencing platform. Dates and time, along with the registration process, can be found on our Training Page. • For annual training, please see instructions on how to enroll in this online course. • E-mail the EHRS Training staff for additional information. • Initial site-specific and re-training must be conducted by the Principal Investigator, Director, Administrator, Supervisor, Lab Manager, Instructor, etc. for new hazards or changes in job responsibilities.
Chemical/ Hazardous Waste	Individuals who will generate chemical waste.	Annual	Live or online	<ul style="list-style-type: none"> • Formal training is covered by EHRS during the Facilities Management Safety Training, Housekeeping Safety Training, Initial Safety Training for Researchers, Initial Safety Training for Dentistry, Initial Safety Training for Gross Anatomy Instructors and Students, Initial Safety Training for Physicians, Shops Safety Training, Tyler School of Art and Architecture Safety Training (more information can be found under these training categories below).

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<p>Chemical Hygiene (Lab Safety)</p>	<p>All lab workers – researchers, faculty, and/or students.</p>	<p>One-time and at time of hire; re-training required if new chemical(s) are introduced changes in job responsibilities.</p>	<p>Live or online</p>	<ul style="list-style-type: none"> • Formal training is covered by EHRS during the Initial Safety Training for Researchers, Initial Safety Training for Gross Anatomy Instructors and Students, and ULAR Safety Training (more information can be found under these training categories below). • This is also a stand-alone course, which can be completed online. Please see instructions on how to enroll in this online course.

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				<ul style="list-style-type: none"> E-mail the EHRS Training staff for additional information. Initial site-specific and re-training must be conducted by the Principal Investigator, Director, Supervisor, Lab Manager, Instructor, etc. for new hazards or changes in job responsibilities.
Chemical Inventory Training (CEMS)	Training for Temple's chemical inventory management system. At least one person from each lab/chemical storage area must be trained on how to use CEMS.	One-time	Virtual	<ul style="list-style-type: none"> Dates and time, along with the registration process, can be found on our Training Page. Contact Mr. Ryan Kohler, Systems Manager, to register for the next session.
Clinical Radiation Safety Training	All individuals who work in Nuclear Medicine, Radiation Oncology, OB/GYN, Gastroenterology, EKG, Exercise Science, and Cardiology.	Annual	Live	<ul style="list-style-type: none"> Email Mr. Kurt Bodison, Radiation Safety Officer (RSO), to register for the next session.
Confined Space	Any employee (e.g., facilities management) who has the potential to enter a confined space area.	One-time and at time of hire; re-training as needed.	Live	<ul style="list-style-type: none"> E-mail the EHRS Training staff for additional information. Initial site-specific and re-training must be conducted by the Principal Investigator, Director, Supervisor, Lab Manager, Instructor, etc. for new hazards or changes in job responsibilities.

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Controlled Substances for Research	Individuals who will use controlled substances in a laboratory setting.	One-time and at time of hire; re-training required if new controlled substances are introduced or job responsibilities changes.	Online	<ul style="list-style-type: none"> • Please see instructions on how to enroll in this online course. • E-mail John Wawrzyniak for additional information.
Cryogenic Liquids	Individuals who work with cryogenic liquids.	One-time and at time of hire; re-training as needed.	Online	<ul style="list-style-type: none"> • E-mail the EHRS Training staff for additional information. • Initial site-specific and re-training must be conducted by the Principal Investigator, Director, Supervisor, Lab Manager, Instructor, etc. for new hazards or changes in job responsibilities.
Electrical Safety	Individuals who examine, install, and use electrical equipment.	One-time and at time of hire; re-training required if new hazard(s) are introduced or changes in job responsibilities.	Live	<ul style="list-style-type: none"> • This training is covered by EHRS during the Shop Safety Training and Tyler School of Art and Architecture Safety Training (more information can be found under this training category below). • E-mail the EHRS Training staff for additional information.

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Ergonomics Training	All employees whose jobs involve laboratory work, manual or material handling, or work in the same job as an employee who has reported a work-related musculoskeletal disorder (MSD).	One time and as needed.	Live	<ul style="list-style-type: none"> • Formal training is covered by EHRS during the Facilities Management Safety Training, Housekeeping Safety Training, Initial Safety Training for Researchers, Initial Safety Training for Gross Anatomy Instructors and Students, Initial Safety Training for Physicians, Shops Safety Training, Tyler School of Art and Architecture Safety Training, and ULAR Safety Training (more information can be found under these training categories below). • This is also a stand-alone course, which can be completed online. Please see instructions on how to enroll in this online course. • Request an assessment by sending an e-mail to ergonomics@temple.edu. • For Back Safety Training for the department, e-mail the EHRS Training staff for additional information.
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Facilities Management Safety Training	Individuals who work in Facilities Management Department. This training was created to include minimum modules – Back Safety, Basic Radiation Safety, Chemical Waste, Hazard Communication (information about PPE is included in this module), DOT Security of Hazardous Materials, Ladder Safety, Lockout/Tagout, and Hearing Conservation – he/she will need under one course. For training in a specific hazard, please go to the appropriate training category.	One-time; re-training if needed.	Online	<ul style="list-style-type: none"> • Please see instructions on how to enroll in this online course. • This online course does not include the Bloodborne Pathogens module; please see this training category for more information. • E-mail the EHRS Training staff for additional information.
First Responder Awareness- Healthcare	All employees in healthcare.	Annual	Live	<ul style="list-style-type: none"> • E-mail the EHRS Training staff for additional information.
First Responder-Operational- Healthcare	Employees who will be involved in the decontamination of patients in healthcare.	Annual	Live	<ul style="list-style-type: none"> • E-mail the EHRS Training staff for additional information.

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Formaldehyde Safety	Individuals who work in an area(s) where there is an exposure to airborne formaldehyde, which includes the following: formaldehyde gas, all mixtures or solutions composed of greater than 0.1 percent formaldehyde, and materials capable of releasing formaldehyde into the air, under reasonably foreseeable conditions of use, at concentrations reaching or exceeding 0.1 ppm	Annual	Online	<ul style="list-style-type: none"> • Please see instructions on how to enroll in this online course. • E-mail the EHRS Training staff for additional information. • Initial site-specific and re-training must be conducted by the Principal Investigator, Director, Administrator, Supervisor, Lab Manager, Instructor, etc. for new hazards or changes in job responsibilities.
General MRI Safety	MRI Staff	Annual	Live or online	<ul style="list-style-type: none"> • Please see instructions on how to enroll in this online course. • Email Mr. Kurt Bodison, Radiation Safety Officer (RSO), to register for the next session.
Hazard Communication	Anyone who works with or have a potential to be exposed to chemicals, biological substances, and/or radioactive materials.	One-time and at time of hire; re-training required if new hazard(s) are introduced or changes in job responsibilities.	Live or on-line	<ul style="list-style-type: none"> • Formal training is covered by EHRS during the Facilities Management Safety Training, Housekeeping Safety Training, Initial Safety Training for Researchers, Initial Safety Training for Gross Anatomy Instructors, and Students, Initial Safety Training for Physicians, Shop Safety Training, Tyler School of Art and Architecture Safety Training, and ULAR Safety Training (more information can be found under these training categories below).

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				<ul style="list-style-type: none"> • This is also a stand-alone course that can be completed online. Please see instructions on how to enroll in this online course. • E-mail the EHRS Training staff for additional information. • Initial site-specific and re-training must be conducted by the Principal Investigator, Director, Administrator, Supervisor, Lab Manager, Instructor, etc. for new hazards or changes in job responsibilities.
Hazardous Drug (includes chemo agents) Safety	Anyone who prepares, administers, and/or dispose of hazardous medications that have been categorized as mutagens, carcinogens, teratogens, and reproductive hazards.	One-time and at time of hire; re-training required if new hazard(s) are introduced or changes in job responsibilities.	Online	<ul style="list-style-type: none"> • This is also a stand-alone course that can be completed online. Please see instructions on how to enroll in this online course. • E-mail Dr. Artur Slupianek, Biological Safety Manager, for additional information. • Initial site-specific and re-training must be conducted by the Principal Investigator,

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				Director, Administrator, Supervisor, Lab Manager, Instructor, etc. for new hazards or changes in job responsibilities.
Hearing Conservation (Awareness)	Individuals who have the potential to be exposed to hazardous noise.	One-time; re-training if needed.	Live	<ul style="list-style-type: none"> E-mail Marc Melendez, Occupational Safety Manager, for additional information or to schedule a noise monitoring assessment.
Housekeeping Safety Training	Individuals who work in the Housekeeping Department. This training was created to include minimum modules – Back Safety, Basic Radiation Safety, Chemical Waste, Hazard Communication (information about PPE is included in this module), DOT Security of Hazardous Materials, and Slips, Trips, and Falls – he/she will need under one course. For training in a specific hazard, please go to the appropriate training category.	One-time; re-training if needed.	Online	<ul style="list-style-type: none"> Please see instructions on how to enroll in this online course. This online course does not include the Bloodborne Pathogens module; please see this training category for more information. E-mail the EHRS Training staff for additional information.
Increased control	Individuals working with radioactive materials and quantity of concerns.	One-time and at time of hire.	Live	<ul style="list-style-type: none"> Email Mr. Kurt Bodison, Radiation Safety Officer (RSO), to register for the next session.

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Initial Safety Training for Dentistry	Individuals who will work in Dentistry. This training was created to include minimum modules – Basic Radiation Safety, Chemical Waste, Hazard Communication (information about PPE is included in this module), and DOT Security of Hazardous Materials – he/she will need under one course. For training in a specific hazard, please go to the appropriate training category.	One-time	Online	<ul style="list-style-type: none"> • Please see instructions on how to enroll in this online course. • This online course does not include the Bloodborne Pathogens module; please see this training category for more information. • E-mail the EHRS Training staff for additional information.
Initial Safety Training for Gross Anatomy Instructors and Students	Instructors and Students who will work in the Gross Anatomy Lab. This training was created to include minimum modules – BioSafety, Chemical Hygiene (information about PPE is included in this module), Chemical Waste, Ergonomics, Formaldehyde Safety, Hazard Communication, DOT Security of Hazardous Materials, and Scalpel Blade Safety – he/she will need under one course. For training in a specific hazard, please go to the appropriate training category.	One-time	Online	<ul style="list-style-type: none"> • Please see instructions on how to enroll in this online course. • This online course does not include the Bloodborne Pathogens module; please see this training category for more information. • E-mail the EHRS Training staff for additional information.

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Initial Safety Training for Physicians and Clinical Personnel	<p>Physicians and clinical personnel who will work in a clinical setting and will NOT work in a laboratory setting. This training was created to include minimum modules – Airborne Pathogens, BioSafety, Basic Radiation Safety , Chemical Waste, Ergonomics, Hazard Communication (info about PPE is included in this module), and DOT Security of Hazardous Materials – he/she will need under one course.</p> <p>Note: Physicians or clinical personnel who will work in both a clinical and laboratory setting (e.g., bench work), please see information about the Initial Safety Training for Researchers below. Moreover, please go to the appropriate training category for a specific hazard.</p>	One-time	Online	<ul style="list-style-type: none"> • Please see instructions on how to enroll in this online course. • This online course does not include the Bloodborne Pathogens module; please see this training category for more information. • E-mail the EHRS Training staff for additional information.
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Initial Safety Training for Researchers	Individuals who will work in a laboratory setting. This training was created to include minimum modules -- Airborne Pathogens, BioSafety, Basic Radiation Safety, Chemical Hygiene (information about PPE is included in this module, Chemical Waste, Hazard Communication, Ergonomics, DOT Security of Hazardous Materials, and Respiratory Protection Awareness – he/she will need under one course. For training in a specific hazard, please go to the appropriate training category.	One-time	Online	<ul style="list-style-type: none"> • Please see instructions on how to enroll in this online course. • This online course does not include the Bloodborne Pathogens module; please see this training category for more information. • E-mail the EHRS Training staff for additional information.
Irradiator Operator Training	Individuals who will operate an irradiator.	Annual	Live	<ul style="list-style-type: none"> • Email Mr. Kurt Bodison, Radiation Safety Officer (RSO), to register for the next session.
Ladder Safety	Individuals who will ascend and descend a ladder.	One-time and at time of hire; re-training required if new hazard(s) are	Live or online	<ul style="list-style-type: none"> • This training is covered by EHRS during the Shop Safety Training and Tyler School of Art and Architecture Safety Training (more information can be found under this training category below). • E-mail the EHRS Training staff for additional information on how to schedule a live training session.

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Laser Safety	Individuals who will work with a Class 2, 3a, 3b or 4 Laser.	Annual	Live and online.	<ul style="list-style-type: none"> • Please see instructions on how to enroll in this online course. • E-mail Dr. Eyas Amr, Laser Safety Officer, at for more information and to register your laser(s). • Initial site-specific and re-training must be conducted by the Principal Investigator, Director, Administrator, Supervisor, Lab Manager, Instructor, etc. for new hazards or changes in job responsibilities.
Lock Out/Tag Out	Employees who service or maintain machines or equipment with energy sources – electrical, mechanical, hydraulic, pneumatic, chemical, and /or thermal.	Annual	Live	<ul style="list-style-type: none"> • E-mail the EHRS Training staff for additional information. • Initial site-specific and re-training must be conducted by the Principal Investigator, Director, Administrator, Supervisor, Lab Manager, Instructor, etc. for new hazards or changes in job responsibilities.
Mechanical Safety	Individuals who work with machinery that have safeguards.	Annual	Live	<ul style="list-style-type: none"> • This training is covered by EHRS during the Shop Safety Training and Tyler School of Art and Architecture Safety Training (more information can be found under this training category below).

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				<ul style="list-style-type: none"> E-mail the EHRS Training staff for additional information.
NIH Guidelines Training	Individuals who will work in a NIH grant laboratory and/or with recombinant DNA.	One-time and at time of hire; re-training required as needed.	Online	<ul style="list-style-type: none"> Please see instructions on how to enroll in this online course. E-mail Dr. Artur Slupianek, Biological Safety Manager, for additional information.
NIH Guidelines for Clinical Trails Training	Individuals who will conduct clinical trials under the NIH requirements.	One-time and at time of hire; re-training required as needed.	Online	<ul style="list-style-type: none"> Please see instructions on how to enroll in this online course. E-mail Dr. Artur Slupianek, Biological Safety Manager, for additional information.
Personal Protective Equipment (PPE)	Individuals who are assigned to wear PPE.	One-time and at time of hire; re-training required if new hazard(s) are introduced or changes in job responsibilities.	Live and on-line	<ul style="list-style-type: none"> Information about PPE is included in the Hazard Communication and Chemical Hygiene Trainings modules. Courses with a separate module are Facilities Management Safety Training, Housekeeping Safety Training, and ULAR Safety Training. E-mail the EHRS Training staff for additional information. Initial site-specific and re-training must be conducted by the Principal Investigator, Director, Administrator, Supervisor, Lab Manager, Instructor, etc. for new hazards or changes in job responsibilities.

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Pregnant Worker Counseling	Pregnant workers who will be working with chemical, biological, and/or radiological hazards.	One-time	Live	<ul style="list-style-type: none"> For biological hazards, e-mail EHRS BIO for additional information. For chemical hazards, e-mail EHRS Chem for additional information. For radiological hazards, E-mail EHRS Rad for additional information.
Radiation Safety	All authorized users and those who work with ionizing radiation.	Annual	Live (initial training) and on-line (refresher only)	<ul style="list-style-type: none"> For initial training, please go to our Training Page for dates and times. For annual training, please see instructions on how to enroll in this online course. E-mail the EHRS Training staff for additional information.
Radiation Therapy for Nurses	All nurses who will work with patients during radioactive material therapy.	Annual	Live	<ul style="list-style-type: none"> Email Mr. Kurt Bodison, Radiation Safety Officer (RSO), to register for the next session.
Respiratory Protection	Any employee who is required to wear a respirator as part of their job assignment.	Annual if their job requires use of a respirator.	Live (if an individual wears a respirator) or online (awareness only)	<ul style="list-style-type: none"> Awareness training is covered by EHRS during the Initial Safety Training for Researchers, Shop Safety Training, and Tyler School of Art and Architecture Safety Training (more information can be found under these training categories above). This is also a stand-alone course, which can be completed online. Please see instructions for steps on how to enroll in this online course. E-mail Ms. Kisha Grady, Senior Training Specialist and Respiratory Protection Program Administrator, for additional information.

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Security of Hazardous Material	Individual who work with chemical, biological substances, and/or radioactive materials.	Annual	Live or online	<p>For initial training, it is covered by EHRS during the Facilities Management Safety Training, Housekeeping Safety Training, Initial Safety Training for Researchers, Initial Safety Training for Dentistry, Initial Safety Training for Gross Anatomy Instructors and Students, Initial Safety Training for Physicians, Shop Safety Training, Tyler School of Art and Architecture Safety Training, and ULAR Safety Training (more information can be found under these training categories above).</p> <ul style="list-style-type: none"> • For annual training, this module was placed in the Annual Chemical Waste and DOT Security of Hazardous Materials course (for our stakeholder’s convenience) and can be completed online. Please see instructions on how to enroll in this online course. • E-mail the EHRS Training staff for additional information. • Initial site-specific (e.g., security protocols) training must be conducted by the Principal Investigator, Director, Administrator, Supervisor, Lab Manager, Instructor, etc. for new hazards or changes in job responsibilities.
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Select Biological Agents (SBA)	Individuals who will work with biological agents and toxins that are found on CDC's list, http://www.selectagents.gov/ .	Annual	Online	<ul style="list-style-type: none"> • Please see instructions on how to enroll in this online course. • E-mail Dr. Artur Slupianek, Biological Safety Manager, for additional information.
Shipping of Dangerous Good/ Hazardous Materials	Individuals who handle hazardous materials (includes dry ice) intended for shipment, mark or label packaging, fill packages, supervise shipping activities, prepare shipping	Biennial, every 2 years	Virtual (initial training) or online (refresher only)	<ul style="list-style-type: none"> • Initial training must be completed virtually via the Zoom video-conferencing platform. Dates and time, along with the registration process, can be found on our Training Page. • For biennial training, please see instructions on how to enroll in this online course. • E-mail Ms. Joan deVastey, Safety Officer, for additional information.
Shop Safety Training	Individuals who will work in areas identified as a "Shop." This training does not apply to a shop located in Tyler School of Art and Architecture or the Office of Facilities Management, which have their own respective trainings. This training was created to include the minimum modules – Chemical Hygiene, Chemical Waste, Electrical Safety, DOT Security of Hazardous Materials, Hazard Communication, Ladder Safety,	Initial	Online	<ul style="list-style-type: none"> • Please see instructions on how to enroll in this online course. • E-mail the EHRS Training staff for additional information.

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	Machine Guarding, PPE, and Respiratory Protection Awareness – he/she will need under one course. For training in a specific hazard, please go to the appropriate training category.			
Tyler School of Art and Architecture Safety Training	Individuals who will work at Tyler School of Art and Architecture. This training was created to include the minimum modules – Chemical Hygiene, Chemical Waste, Electrical Safety, DOT Security of Hazardous Materials, Hazard Communication, Ladder Safety, Machine Guarding, PPE, and Respiratory Protection Awareness – he/she will need under one course. For training in a specific hazard, please go to the appropriate training category.	Initial	Online	<ul style="list-style-type: none"> • Please see instructions on how to enroll in this online course. • E-mail the EHRS Training staff for additional information.
ULAR Safety Training	Individuals who will work in ULAR. This training was created to include the minimum modules –Back Safety, Basic Radiation, Chemical Hygiene, Chemical Waste, DOT Security of Hazardous Materials, Hazard	Initial	Online	<ul style="list-style-type: none"> • Please see instructions on how to enroll in this online course. • E-mail the EHRS Training staff for additional information.

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	Communication, and Personal Protective Equipment -- he/she will need under one course. For training in a specific hazard, please go to the appropriate training category.			
Universal Waste	Individuals who will generate waste that regulatory agencies reduced management requirements. They include batteries (excludes alkaline batteries), lamps, mercury-containing equipment & thermostats, pesticides, oil-based finishes, photographic solutions, and aerosol cans.	Every three years	Online	<ul style="list-style-type: none"> Please see instructions on how to enroll in this online course.
X-Ray Radiation Safety	Individuals who operate or work within proximity of X-ray producing equipment.	Annual	Live or online	<ul style="list-style-type: none"> There are courses designated for appropriate roles: Dentistry, Fluoroscopy, Non-Clinical Staff, Podiatry, and Radiology. It is important to choose the correct course for your role at Temple. Please see instructions on how to enroll in this online course. Please see instructions for steps on how to enroll in the appropriate X-ray course. Email Mr. Kurt Bodison, Radiation Safety Officer (RSO), for more information.

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X-Ray –Lead Apron Training	Individual who are required to wear a lead apron.	Initial and addition training upon request	Live	<ul style="list-style-type: none">E-mail Mr. Thomas Eubig, Quality Control Coordinator, for additional information.
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