

ENVIRONMENTAL MANAGEMENT PROGRAM – 01 EMS TRAINING	
A. Significant Environmental Aspect: No significant aspect. Training is part of overall EMS development.	B. Document Control Code: TIF-EMP-01
	C. Date: June 1, 2006
1. Objective(s): Train all employees on Environmental Management Systems.	
2. Target(s): Establish a PowerPoint training session that is location specific. Establish a new employee training program to ensure that all employees receive EMS training.	
3. Reason for Significance: All employees are required to have annual EMS training.	
4. Legal or Other Requirements: E.O. 13148 requires that personnel be trained regarding their environmental responsibilities.	
5. Program Description, Budget, and Responsibility: EMS training is continual. New employees will receive training as outlined on the Tifton EMS webpage. All employees will receive annual refresher training. Beginning FY07, annual refresher training will be incorporated as part of "UGA/USDA Safety Week." Annual training for safety and EMS will be accomplished at this time. See: http://www.ars.usda.gov/Services/docs.htm?docid=12538	
6. Other Documents Related to this EMP (Operational Control or Environmental Procedure): TIF-EP-02 EMS Training Procedure for New Employees, TIF-OC-02 Employee Awareness Training, and the Training Section of the Tifton EMS webpage. See: http://www.ars.usda.gov/Services/docs.htm?docid=12538	
7. Records and Documents: Person Responsible and Location All training documentation will be sent to the EMS Coordinator for archival.	
8. Person(s) Responsible for Program Management: Tifton EMS Coordinator, Tamara Snipes	