SECTION 5: Employee Awareness and Training Programs (A.R.S §49-963-J.9)

Please select **one** of the following options:

This facility has a P2 employee awareness and training program in place. The training documents used to conduct the training will be included as a separate attachment.

This facility will implement a P2 employee awareness and training program. We will complete the training goal sheet below and send the documents used for P2 training to ADEQ in the next annual Toxic Data Report (TDR) due on July 1.

If you would like ADEQ to send a copy of the example training document to assist in the development of your training program, please check this box.

Company Name: **P2 ID #:**

1. Goal Statement: *Please ensure this goal is numbered consecutively with the existing goals. (E.g. If you have four Section 4 goals, this training goal should be numbered goal # 5.)* **Do Not Include Sign-In or Attendance Sheets that list individual names.**	2. Scheduled Completion Date (Mth/Day/Year)	3. Completion Status: OS=On Schedule DR=Dropped D=Delayed C=Completed	4. Name of Toxic Substance and/or Waste stream	5. VOC, ODC, Both or N/A
Goal #: Goal Statement: Develop a pollution prevention employee training program. Send training documents (Example: PowerPoint presentation or Word handouts) to ADEQ-P2 staff by:. (insert date)		C OS D DR	N/A	N/A

6. If this goal has been delayed or dropped (Box 3), provide an explanation here. Include a new estimated completion date in Box 2 if the goal has been delayed.
Explanation: N/A

7. Actions Needed to Implement the Goal: (If a goal extends more than two years, include a list by year of the activities to be completed)	8. Baseline Year	9. Baseline Quantity	10. How much reduced or eliminated	11. Year Box #10 Was Measured	12. How much money (US $) was saved by this goal?	13. Reduction Quantity is Adjusted for Production	14. Production Ratio
Training program will be implemented to involve employees in pollution prevention planning and implementation to the maximum extent feasible. The number of people trained this year was:	N/A	N/A	N/A	N/A	N/A	N/A	N/A