

NMSHMM

New Mexico Society of Hazardous Materials Managers
P.O. Box 40353
Albuquerque, New Mexico 87196
<http://www.nmshmm.org>

June 28, 2006

Dear Certified Hazardous Materials Managers (CHMMs) and Other Potential Instructors:

The **New Mexico Society of Hazardous Materials Managers (NMSHMM)** is pleased to present the annual ACHMM National Overview Course and CHMM Exam. This course will be offered at the University of New Mexico (UNM) Science & Technology Park in Albuquerque, NM, Wednesday through Friday, October 25-27, 2006, from 8:00 am until 5:30 pm.

We need your teaching expertise in the course sections listed below in order to offer a successful, comprehensive review course. **There will be very little preparation required on your behalf because the course materials have already been developed by the Academy of Certified Hazardous Materials Managers (ACHMM).** An electronic copy of your MS PowerPoint presentation, course outline, and handouts will be provided to you about one month before the course.

Course Sections:

1. CHMM Program Introduction
2. Chemical & Physical Properties of Hazardous Materials
3. Sampling & Laboratory Analysis of Hazardous Materials
4. Resource Conservation and Recovery Act (RCRA)
5. Radiation Principles & Mixed Waste Management
6. Toxicological Principles
7. Industrial Hygiene
8. OSHA Requirements for Hazardous Materials Managers
9. Hazardous Waste Operations and Emergency Response (HAZWOPER)
10. National Environmental Policy Act (NEPA)
11. RCRA – Corrective Action & Treatment Guidelines for Technology Selection
12. Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA/Superfund)
13. Emergency Planning and Community Right-to-Know Act (EPCRA)
14. Hazardous Materials/Hazardous Waste Transportation
15. Underground Storage Tank (UST) Management
16. Storm Water Discharge Regulations & Oil Pollution Prevention Act
17. Clean Water Act (CWA)
18. Safe Drinking Water Act (SDWA)
19. Clean Air Act (CAA)
20. Groundwater Contamination & Hydrogeology
21. Environmental Laws & Regulations
22. Toxic Substance Control Act (TSCA)
23. Federal Insecticide, Fungicide & Rodenticide Act (FIFRA)
24. Environmental Assessments
25. Pollution Prevention and Waste Minimization
26. Management Systems & Tools
27. Problem Solving and General Pre-exam Overview

Roadrunner Chapter of the Academy of Certified Hazardous Materials Managers



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How Can You Sign Up To Teach?

To volunteer to teach one or more course sections, contact me by email at education@nmshmm.org. Please provide a list of all of the topics that you would be willing to teach, **in order of preference**. Also please provide a short biography listing your qualifications or credentials. If more than one person volunteers for a given subject area, the NMSHMM Education/Professional Development Committee will determine the primary and backup instructors. **If you are interested in being an instructor, please sign up no later than Friday, July 28.**

We plan to notify the selected instructors by August 18 and provide them copies of the MS PowerPoint presentation, handouts and course outline by September 22.

What Benefits Are In It For You?

The Society does not offer monetary compensation for your time; however, you can receive CHMM recertification points for your instruction. Also, if you are a Certified Environmental Trainer (CET) or plan to qualify for this certification, you may count your participation in this class as training contact hours. New instructors will be offered a copy of the ACHMM desk reference that the students receive for the course. Repeat instructors will be offered a different but substantial gift.

What is Expected from Instructors?

Each instructor is expected to be knowledgeable of the subject being taught, and be able to convey it in a clear and concise manner. It is essential that instructors review their topic(s) in the ACHMM desk reference because this is one of the primary references that attendees will be using during the course. Each course section will last 30 - 60 minutes in length. RCRA is divided into two sessions, and may be taught by one or two instructors. You may add to the prepared materials but you may not subtract from them. You will teach the prepared course using MS PowerPoint and if you need any additional equipment (VCR, overhead projector, slide projector, flip chart, etc.), please let me know by September 29.

On the day(s) when you will be instructing, please plan to arrive at least 30 minutes before the time indicated on the agenda (in case a course section ends earlier than expected). As the course dates draw near, we will send you directions to the training center at the UNM Science & Technology Park in Albuquerque.

Thank you for your time and interest. If I can answer any questions that you may have, please send me an email at education@nmshmm.org.

Yours Truly,

Larry A. Watson, CHMM
Chair, Education/Professional Development Committee

