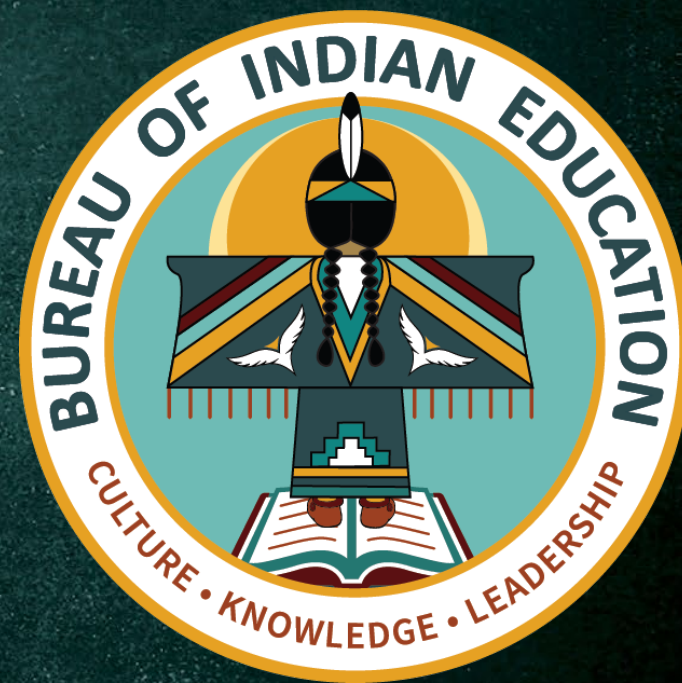




U.S. Department of the Interior  
**Bureau of Indian Education**

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# BIE ENVIRONMENTAL TRAINING PLAN OVERVIEW



# MEETING TIPS FOR ONLINE TRAINING

- ❖ 1). Place yourself on “Mute” to prevent background noise.
- ❖ 2). Use the “Chat with all” feature to ask questions.
  - ❖ Note: All participants will be able to see your comments or questions.
- ❖ 3). Every participant will receive a certificate of completion.





# INSTRUCTOR INTRODUCTION



# BIE BRANCH OF ENVIRONMENTAL MANAGEMENT (BIE BEM) WHO WE ARE...

## Albuquerque Office

John Clymo, Program Manager, Supervisory Environmental Protection Specialist

Candace DeSantis, Lead Environmental Protection Specialist

Karlisa Benally, Environmental Protection Specialist

Priscilla Avila, Environmental Protection Specialist

Henryetta Price, Environmental Protection Specialist

Rochelle Mariano, Program Support Assistant

## Bloomington Office

Russell Brigham, Environmental Protection Specialist

Doug Yocum, Environmental Protection Specialist

## Gallup Office

Karmen Billey- Badonie, Environmental Protection Specialist



# AGENDA

- ❖ Course Objectives
- ❖ Purpose of the BIE Environmental Training Plan
- ❖ Audience
- ❖ Training Requirements
- ❖ Training Methods
- ❖ Course Catalog
- ❖ Timeline
- ❖ Student Survey and Critique



# COURSE OBJECTIVES

- ❖ Who needs training?
- ❖ What training is available?
- ❖ When is the training?
- ❖ Where/how will the training be conducted?
- ❖ Why do we need training?



# PURPOSE OF THE BIE TRAINING PLAN

- In accordance with Part 59 Indian Affairs Manual (IAM) Chapter 2, the BIE is required to develop and provide comprehensive environmental training to BIE and school staff to educate and promote awareness of environmentally sound operations, pollution prevention, and sustainable practices.
- The Plan identifies how BIE will achieve the following through training:
  - Regulatory compliance,
  - Manage, and reduce environmental impacts,
  - Promote, and implement sustainable practices, and
  - Continually improve performance against environmental and sustainability metrics established by the Department of the Interior (DOI) and applicable federal, state, local and tribal regulations.



# AUDIENCE

- BIE Central Office Staff
- Education Resource Centers
- BIE Funded Schools
  - School Staff
  - BOS, TCS, Colleges & Universities





# TRAINING REQUIREMENTS

- Position-specific
- BIE is offering training sessions via Whitetail Environmental at no cost to attendees
  - Note: Some training requirements require 3<sup>rd</sup> party vendor to satisfy
    - e.g., Water Operator Certification





# TRAINING METHODS



- Virtual
    - BEM-Whitetail Environmental Courses
  - In-person
  - Videos
  - On-the-job
- 



# BIE COURSE CATALOG

- ❖ AHERA Asbestos Awareness and Designated Person
- ❖ Hazardous and Universal Waste Awareness
- ❖ BIE Training Plan Overview
- ❖ Hazardous Material and HAZWOPER Awareness
- ❖ Spill Prevention, Countermeasure, and Control Awareness
- ❖ Emergency Planning and Community Right-to-Know Act (EPCRA) Tier II Reporting Requirements
- ❖ Clean Water Act (CWA) and Safe Drinking Water Act (SDWA)
- ❖ Clean Water Act (CWA) – Stormwater Pollution Prevention
- ❖ NEPA/Natural/Cultural Resources
- ❖ Toxic Substances Control Act
- ❖ Clean Air Act (CAA) Stationary Source and Refrigerant Management Requirements
- ❖ Sustainability and Pollution Prevention
- ❖ Locations of Concern (LOC), Environmental and Disposal Liabilities (EDL), and Due Care
- ❖ Integrated Pest Management
- ❖ Solid Waste Management and Reporting
- ❖ Annual EMS Awareness
- ❖ EMAP Audit Awareness



# AHERA ASBESTOS AWARENESS AND DESIGNATED PERSON

1. **Course description** – This course will enable employees to understand and comply with Asbestos Hazard Emergency Response Act (AHERA) requirements, roles, and responsibilities. Recognition and health effects of asbestos, locations of asbestos containing building material (ACBM) and assumed asbestos containing material in the building/facility.
2. **Course objectives** - Attendees of this course will gain a general understanding of the requirements set by the environmental laws under AHERA. This course meets the requirements for AHERA Designated Person training.
3. **Target audience** – New maintenance and custodial staff within 60 days of employment in schools with ABCM to conduct surveillance. Staff who conduct any activities that will disturb ACBM shall receive an additional 14 hours of training that is NOT covered by this course.



# HAZARDOUS AND UNIVERSAL WASTE AWARENESS

1. Course description – This course will enable employees to understand and comply with Resource Conservation and Recovery Act (RCRA) regulations. This course covers hazardous waste and universal waste (HW/UW ) management and used oil regulations including definitions and generator requirements such as storage, handling, and labeling.
2. Course objectives – Attendees of this course will gain an understanding on how to properly manage HW/UW in accordance with applicable laws and regulations.
3. Target audience – Facilities that generate HW, UW and/or used oil. (i.e. facilities that use alcohol-based hand sanitizer, cleaning supplies, solvents, adhesives, oil-based paints and stains, batteries, aerosols, and light bulbs, used oil, perform vehicle maintenance, etc.).





# BIE TRAINING PLAN OVERVIEW

1. Course description – This course will provide a high-level review of the BIE Environmental Training Development and Implementation Plan including a review of training course topics.
2. Course objectives – Attendees of this course will gain a general understanding of what environmental training opportunities are available to them.
3. Target audience – All stakeholders, especially BIE funded schools



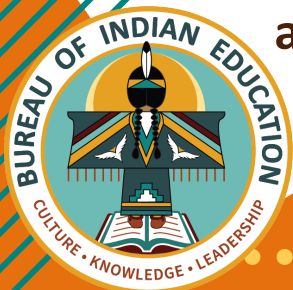
# HAZARDOUS MATERIAL AND HAZWOPER AWARENESS

1. Course description – This course will cover hazardous materials and hazardous substances definitions and storage requirements as well as Hazardous Waste Operations and Emergency Response (HAZWOPER) , Awareness level roles and responsibilities, i.e. what to do in the event of a hazardous substance spill.
2. Course objectives – Attendees of this course will gain an understanding of how to properly manage hazardous materials in accordance with applicable laws and regulations.
3. Target audience – Facilities that handle/store hazardous materials (i.e. flammables, reactive, corrosive, or toxic such as alcohol, cleaning supplies, solvents, adhesives, paint, fuels, etc.).



# SPILL PREVENTION, COUNTERMEASURE, AND CONTROL AWARENESS

1. Course description – This course will provide guidance for maintaining regulatory compliance with the applicable portions of Part 112 of Title 40 of the Code of Federal Regulations (CFR), known colloquially as Spill, Prevention, Control and Countermeasures (SPCC). Topics will include when a facility is regulated, what is required from an SPCC Plan, inspection and training requirements, guidance on recordkeeping, spill response action and spill response notification requirements.
2. Course objectives – Attendees of this course will gain an understanding of how to properly manage their SPCC plan in accordance with applicable laws and regulations.
3. Target audience – Facilities that have equal to or greater than 1,320 gallons of aboveground petroleum, oil, and lubricants (POL) storage.



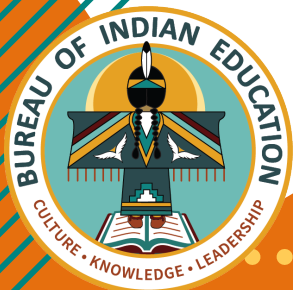
# EMERGENCY PLANNING AND COMMUNITY RIGHT-TO-KNOW ACT (EPCRA) TIER II REPORTING REQUIREMENTS

1. Course description – This course will provide background and understanding of EPCRA and its annual reporting (Tier II report) requirement. This course will provide directions on how to correctly complete the Tier II report form.
2. Course objectives - Attendees of this course will gain an understanding of how to properly manage EPCRA Tier II Reporting Requirements in accordance with applicable laws and regulations.
3. Target audience – Staff of facilities storing more 10,000 pounds of a hazardous chemical (such as 2,380 gallons of propane, or 1,388 gallons of diesel fuel, or 1,644 gallons of gasoline), or more than the specific threshold amounts of Extremely Hazardous Substances.



# CLEAN WATER ACT (CWA) AND SAFE DRINKING WATER ACT (SDWA)

1. Course description – This course will provide awareness for drinking water requirements and provide guidance for maintaining regulatory compliance with applicable portions of Part 122 of 40 CFR. Topics include discussion of Public Water Systems, drinking water standards, Safe Drinking Water Act regulatory requirements, management of wastewater lagoons, and septic tanks.
2. Course objectives - Attendees of this course will gain an understanding of how to properly manage CWA and SDWA in accordance with applicable laws and regulations.
3. Target audience – Schools that operate a public drinking water system or wastewater lagoon.





# CLEAN WATER ACT (CWA) - STORMWATER POLLUTION PREVENTION

1. Course description – This course will provide situational awareness and general guidance for maintaining regulatory compliance with the Clean Water Act's National Pollutant Discharge Elimination System (NPDES) as required by Parts 100-149 of 40 CFR. Topics include stormwater environmental impacts, discussion of different types of NPDES stormwater permits, allowable and illicit discharges, pollution prevention, and stormwater Best Management Practices (BMPs).
2. Course objectives - Attendees of this course will gain an understanding on how to properly manage stormwater pollution in accordance with applicable laws and regulations.
3. Target audience – Facilities that have a permit OR any outdoor activities that would impact stormwater quality (i.e. vehicle maintenance).



# NEPA/NATURAL/CULTURAL RESOURCES

1. Course description – This course will cover a variety of laws designed to protect the environment. These include but are not limited to the National Environmental Policy Act (NEPA), and natural and cultural resources laws such as the Endangered Species Act (ESA), the Sikes Act, the National Historic Preservation Act, (NHPA), and the Native American Graves and Repatriation Act (NAGRPA). This course will provide a basic understanding of your role and responsibilities under each law.
2. Course objectives – Attendees of this course will gain a general understanding of the requirements set by the environmental laws under NEPA and those which pertain to Natural and Cultural Resources. Attendees will be introduced to the environmental requirements they need to follow while planning projects and day-to-day activities. Additionally, they will be able to determine best management practices for the stewardship of the land and waters associated with their facilities and how to respond to an inadvertent discovery of cultural resources.
3. Target audience – Planners, operations staff, maintenance staff, project managers, and procurement staff, within 60 days of employment.



# TOXIC SUBSTANCES CONTROL ACT (TSCA)

1. Course description – This course will enable employees to understand guidelines of the Toxic Substance Control Act including asbestos, lead, PCBs, and Radon.
2. Course objectives - Attendees of this course will gain an understanding on how to properly manage toxic substances in accordance with applicable laws and regulations.
3. Target audience – All facilities management staff and including but not limited to Senior Line Officials, Principals, ADDs, EPAs, and Quarters Managers.



# CLEAN AIR ACT (CAA) STATIONARY SOURCE AND REFRIGERANT MANAGEMENT REQUIREMENTS

1. Course description – This course will enable employees to understand the rules and requirements to comply with the Clean Air Act (CAA). Focusing on BIE school facilities that maintain stationary and/or mobile air sources. BIE facilities that own and/or maintain refrigerant containing appliances.
2. Course objectives - Attendees of this course will gain a general understanding of the requirements set by the environmental laws under the CAA and those which pertain to refrigerant management.
3. Target audience – Facilities that have a combustion source (boiler, emergency generator, fuel fired water heater), refrigeration units (HVAC, chillers, appliances), and/or mobile sources (vehicles, buses, heavy equipment). Note: this is awareness training. Refrigerant technicians are required by law to be EPA Section 608 or 609 certified (depending on type of equipment) before conducting repairs on a refrigerant containing device.



# SUSTAINABILITY AND POLLUTION PREVENTION

1. Course description – This course will enable employees to understand DOI sustainability initiatives such as Greenhouse gas emissions, solid waste management (lifecycle management), Single Use Plastics, and energy and water conservation.
2. Course objectives - Attendees of this course will gain an understanding on how to properly manage sustainability and pollution prevention initiatives in accordance with DOI and BIE policy.
3. Target audience - All facilities management staff and including but not limited to Senior Line Officials, Principals, ADDs, EPAs.





# LOCATIONS OF CONCERN (LOC), ENVIRONMENTAL AND DISPOSAL LIABILITIES (EDL), AND DUE CARE

1. Course description – This course will cover topics such as location of concern, due care, and environmental and disposal liabilities. Understand roles and responsibilities and reporting requirements.
2. Course objectives - Attendees of this course will gain an understanding on how to properly manage LOCs/EDLs and properly conduct due care for each LOC/EDL.
3. Target audience - All facilities management staff and including but not limited to Senior Line Officials, Principals, ADDs, EPAs



# INTEGRATED PEST MANAGEMENT

1. Course description – This course will cover topics such as the significance of pesticides and their use in schools as well as chemical safety and best management practices.
2. Course objectives - Attendees of this course will gain an understanding on how to properly manage pesticides in accordance with applicable laws and regulations and reduce reliance on chemical control methods.
3. Target audience – Staff who apply pesticides and their direct supervisors.



# SOLID WASTE MANAGEMENT AND REPORTING

1. Course description – This course will cover topics such as types, requirements, and effects of solid waste, the 3 Rs of solid waste management, and frequent findings as it pertains to solid waste.
2. Course objectives - Attendees of this course will gain an understanding on how to properly manage solid waste in accordance with applicable laws and regulations and meet Executive Order/DOI tracking and reporting requirements.
3. Target audience - All facilities management staff and including but not limited to Senior Line Officials, Principals, ADDs, EPAs. Other pertinent staff such as janitorial staff, business administration staff, and cafeteria staff with a role in solid waste management should also be included.



# ANNUAL EMS AWARENESS

1. Course description – This course will cover BIE’s EMS program including the processes and practices that enable BIE to reduce its environmental impacts and increase operating efficiency.
2. Course objectives - Attendees of this course will gain an understanding of how to participate in the implementation of BIE’s EMS in accordance with the BIE EMS Manual.
3. Target audience - All facilities management staff and including but not limited to Senior Line Officials, Principals, ADDs, EPAs, and other School Operations Management.



# EMAP AUDIT AWARENESS

1. Course description – This course will cover the purpose of an EMAP audit and inform the trainee of the audit process.
2. Course objectives - Attendees of this course will gain an understanding of what to expect during an EMAP and what BIE's expectations of them are before, during, and after an EMAP.
3. Target audience - All facilities management staff and including but not limited to Senior Line Officials, Principals, ADDs, EPAs, etc.





# TRAINING SCHEDULE

Course Title	Frequency
AHERA Asbestos Awareness and Designated Person Training (2 hrs)	Every 60 days
Hazardous and Universal Waste Awareness Training (1.5 hrs)	Every 60 days
BIE Training Plan Overview Outline (30 min)	Quarterly
EMAP Awareness (30 Min)	Quarterly
Solid Waste Management and Reporting (30 min)	Quarterly
Sustainability and Pollution Prevention (1 hr)	Quarterly
Clean Water Act & Safe Drinking Water Act Requirements (1.5hrs)	Every 4 months
EPCRA Tier II Reporting Requirements Training (1 hr)	Every 4 months
Hazardous Material and HAZWOPER (30 min)	Every 4 months
Spill Prevention, Countermeasure, and Control Awareness Training (1 hr)	Every 4 months
Stormwater Pollution Prevention (30 min)	Every 4 months
NEPA/Natural/Cultural Resources (30 min)	Every 6 months
Annual EMS Awareness (30 min)	Every 6 months
Clean Air Act (CAA) Stationary Source and Refrigerant Management Requirements (1 hr)	Every 6 months
Integrated Pest Management (IPM) (1 hr)	Every 6 months
Locations of Concern (LOC), Environmental and Disposal Liabilities (EDL), and Due Care (30 min)	Every 6 months
Toxic Substances Control Act (TSCA) (1 hr)	Every 6 months

# LINKS TO VIRTUAL TRAININGS OFFERED BY BIE VIA WHITETAIL ENVIRONMENTAL

- ❖ Attendees can find links to the MS Teams training sessions posted on the BIE Events Calendar available online at the following web address
  - ❖ <https://www.bie.edu/events-calendar>
- ❖ A copy of the schedule will also be posted in the Teams chat window for this session



# STUDENT SURVEY AND CRITIQUE

- ❖ Anonymous course survey via Microsoft Forms at the conclusion of each training that will ask students to rate the following:
  - Course presentation
  - Materials presented
  - Relevancy of provided information
  - Trainer presentation skills
  - Trainer subject knowledge
- ❖ Feedback will be used to improve future training





**QUESTIONS?**



# BIE BEM PROGRAM CONTACTS



## **Harold John Clymo**

Program Manager, Supervisory Environmental  
Protection Specialist

Albuquerque Office

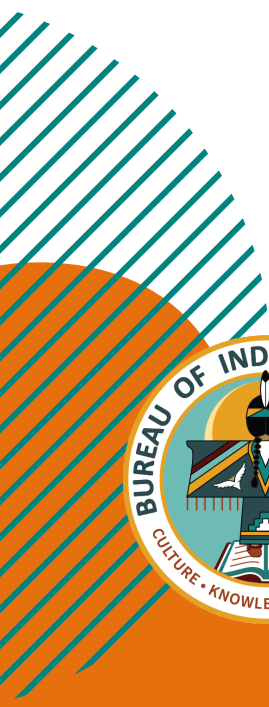
[Harold.Clymo@bie.edu](mailto:Harold.Clymo@bie.edu)

## **Candace DeSantis**

Lead Environmental Protection Specialist  
Contracting Officer's Representative

Albuquerque Office

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Quyana Baasee AnaaBasee HiriweTudahe  
Ahéhee Pilamiya  
Nya:Weh Aho  
Thank You Tansi

