

NEIL ABERCROMBIE
GOVERNOR



BARBARA A. KRIEG
INTERIM DIRECTOR

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STATE OF HAWAII
DEPARTMENT OF HUMAN RESOURCES DEVELOPMENT
235 S. BERETANIA STREET
HONOLULU, HAWAII 96813-2437

December 1, 2011

TO: Departmental Personnel Officers

FROM: Barbara A. Krieg, Interim Director *B. Krieg*
Department of Human Resources Development

SUBJECT: January – June 2012 Safety Office Training Schedule

Attached is a listing of free safety training courses offered by the HRD Safety Office for the first half of 2012. Please disseminate the statewide safety training schedule to your programs. Registration and confirmation is through the HRMS Training Registration System. Please schedule in accordance with the following:

- Employees and supervisors can register to attend the Workplace Violence Program (WVP).
- BU1 Non CDL employees who have not attended the BU1 Non CDL Drug and Alcohol Testing Orientation Program (DATU1) are required to attend.
- Supervisors of BU1 Non CDL employees must attend the four-hour BU1 Non CDL Drug and Alcohol Testing Program for Supervisors (DATU1S) once every four years.
- Supervisors of HGEA, CDL and BU10 employees must attend the three-hour Combined Drug and Alcohol Testing Program (CDAT) once every five years.

Should you have any questions, please call me at 587-1100 or contact Jon Kumashiro of the Safety Office at 587-1060.

Attachment

c: Department Heads
Florencio C. Baguio, Jr.
Mary Ann Teshima

Department of Human Resources Development

Safety Training Schedule 1/1/12 – 6/30/12 by Training Program

Workplace Violence Training Program (WVP)

Date	Island	Session #	Time	Location
2/14/12	Oahu	0043 0044	9:00 – 11:00am 1:00 – 3:00pm	Aloha Stadium, Hospitality Room 99-500 Salt Lake Blvd
4/10/12	Oahu	0045 0046	9:00 – 11:00am 1:00 – 3:00pm	State Office Tower, Rm 204 235 S. Beretania St
4/24/12	Kauai	0047	9:00 – 11:00am	UPW Conf Rm 4211 Rice St
5/10/12	Oahu	0048 0049	9:00 – 11:00am 1:00 – 3:00pm	State Office Tower, Rm 204 235 S. Beretania St
6/19/12	Molokai	0050	9:00 – 11:00am	State Office Building, Conf. Rm 45 Makaena Pl, Kaunakakai
6/26/12	Oahu	0051 0052	9:00 – 11:00am 1:00 – 3:00pm	Aloha Stadium, Hospitality Room 99-500 Salt Lake Blvd

**Drug and Alcohol Testing Program for Supervisors (CDAT)
(CDL, HGEA, BU10)**

Date	Island	Session #	Time	Location
1/26/12	Oahu	0059	8:30 – 11:30am	State Office Tower, Rm 204 235 S. Beretania St
3/22/12	Oahu	0060	8:30 – 11:30am	State Office Tower, Rm 204 235 S. Beretania St
4/25/12	Kauai	0061	12:30 – 3:30pm	UPW Conf Rm 4211 Rice St
5/8/12	Oahu	0062	8:30 – 11:30am	Aloha Stadium, Hospitality Room 99-500 Salt Lake Blvd
6/20/12	Molokai	0063	12:30 – 3:30pm	State Office Building, Conf. Rm 45 Makaena Pl, Kaunakakai

continued ...

BU1 Non CDL Drug and Alcohol Testing Program for Employees (DATU1)

Date	Island	Session #	Time	Location
3/6/12	Oahu	0089	9:00 – 11:00am	State Office Tower, Rm 204 235 S. Beretania St
4/25/12	Kauai	0090	9:00 – 11:00am	UPW Conf Rm 4211 Rice St
6/20/12	Molokai	0091	9:00 – 11:00am	State Office Building, Conf. Rm 45 Makaena Pl, Kaunakakai

BU1 Non CDL Drug and Alcohol Testing Program for Supervisors (DATU1S)

Date	Island	Session #	Time	Location
4/24/12	Kauai	0045	12:30 – 4:30pm	UPW Conf Rm 4211 Rice St
5/15/12	Oahu	0046	8:30 – 12:30pm	Aloha Stadium, Hospitality Room 99-500 Salt Lake Blvd
6/19/12	Molokai	0047	12:30 – 4:30pm	State Office Building, Conf. Rm 45 Makaena Pl, Kaunakakai