

DEPARTMENT OF ENERGY

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M E M O R A N D U M

To: Regional Inspectors-at-Large and Safety Instructors

From: Bart B. Lay, Jr., Director *BBL Jr.*
Division of Health, Safety and Training

Date: November 4, 1988

Subj: Instructors of Apprentice Miner Classes

Below is an up-to-date outline of requirements to be met in order to secure a test date for your apprentice miner classes.

1. Inform Regional office of date class begins, and the number of hours the class is being conducted.
2. To secure a suitable test date, contact the Regional office for location(s) where the classes are being conducted.
3. Class list must be postmarked no later than the second day of class.
4. Be sure everyone in class is put on the class list. Names will not be added to the list once it is received at the Regional office.
5. The Regional office(s) will not test in excess of 25 students, and will not accept a class list reflecting more than 25 students.
6. The classes will not exceed eight (8) hours of instruction per day.
7. Instructors are not permitted in the classroom(s) during the testing of students.

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