

# BULLETIN

## Facilities Planning & Operations

Date: **June 17, 2016**

Subject: **ENGINEER TRAINING PROGRAM SCHEDULE**

From: José D. Nuñez, Vice Chancellor of Facilities Planning, Maintenance and Operations

Attendance by all Engineers and Facilities Managers is mandatory unless specified otherwise.

### 2016 ENGINEER TRAINING PROGRAM

TRAINING DESCRIPTION	DATE	TIME	LOCATION
<b>Backflow Training (Water Industry Training Specialists)</b>	02/24/16	11:00-3:00 PM (lunch provided)	CAN B9 Room 154
<b>Confined Space Safety Training (CH Bull)</b>	04/06/16	8:30-3:00 PM (lunch provided)	District Board Room
<b>Boiler Training (NTT)</b>	6/6-6/8/2016 & 6/8-6/10/2016	2.5 days per session	CSM 5-339
<b>HVAC Training (NTT) - one week training/attendees have been identified</b>	7/25-7/29/2016 & 8/1-8/5/2016	7:30 AM-3:30 PM (lunch included)	CSM 5-339
<b>Sustainability Training (Joe Fullerton)</b>	10/05/16	12:45-2:15 PM	District Board Room
<b>TBD</b>	12/07/16	12:45-2:15 PM	District Board Room

**Optional Attendees:**

Unless specified otherwise, Custodians, Groundskeepers, Facilities Operations Technicians, and Supervisors of Custodial Operations are invited to attend any or all of these training sessions. The training times have been scheduled to coincide with Engineer work shifts, and to best allow both day and swing shift to attend at their option. Should any optional attendees wish to attend a training session, prior arrangements with their immediate supervisor to modify that day's working hours will be necessary. Release time for day shift staff who wish to attend Engineer training will not be provided, in an effort toward fairness in making optional career advancement training accessible for all Facilities employees.