

# B U L L E T I N

## Facilities Planning & Operations

Date: **October 19, 2011**

Subject: **GROUNDS TRAINING PROGRAM SCHEDULE**

From: José D. Nuñez, Vice Chancellor of Facilities

Attendance by all Groundskeepers, Lead Groundskeepers and Facilities Managers is mandatory.

Training times and locations are determined by the Facilities Managers at each campus unless indicated otherwise.

### FY2011-12 GROUNDS TRAINING PROGRAM

TRAINING DESCRIPTION	DATE	LOCATION
Basic Plant & Shrub Care (Lead Groundskeepers)	Jul-11	Campus Specific
Indoor Environmental Quality	Aug-11	Campus Specific
Riding & Push Mowers	Sep-11	Campus Specific
Natural & Synthetic Turf Management	Oct-11	Campus Specific
Hazardous Communications	Nov-11	Campus Specific
Irrigation	Dec-11	Campus Specific
Bloodborne Pathogens	Jan-12	Campus Specific
Chain Saw Operation	Feb-12	Campus Specific
Pesticides	Mar-12	Campus Specific
Basic Tree Pruning/Trimming	Apr-12	Campus Specific
Hardscape Management	May-12	Campus Specific
Tractor Operation	Jun-12	Campus Specific

**Note:**

Engineers, Custodians, Supervisors of Custodial Operations, and Administrative Support Staff are invited to attend any or all of these training sessions. The training times have been scheduled to coincide with Groundskeeper 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 Grounds training will not be provided, in an effort toward fairness in making optional career advancement training accessible for all Facilities employees.