



Training Agenda

SECTION 1:

- **Effective Hazard Communication (Hazcom)**
- **What you need to know about OSHA's Employee Right to Know**
- **Introduction to MAXCOM™**
- **Exercise 1 – “MAXCOM – Quick Tour”**

SECTION 2:

- **MAXCOM General User Capabilities**
- **Role of the MAXCOM Administrator**
- **Advanced Administrator Functions**
- **Exercise 2 – “Configuring MAXCOM for your environment”**
- **Exercise 3 - Chemical Grouping**

SECTION 3:

- **MAXCOM Training Modules**
- **MAXCOM Test Tracker Options**
- **Exercise 4 – MAXCOM Online Training**

SECTION 4:

- **MAXCOM Waste Management Module**
- **Environmental Reporting Module**
- **Exercise 5– Getting in Compliance with the EPA**
- **Bio-Terrorism Module**
- **Contacting Tech Support**
- **MAXCOM General Q&A / Update on “Parking Lot” issues**