

Name: _____ Z # _____

Position: _____

REQUIRED TRAINING

DATA MANAGEMENT SUPPORT

		Team Leader	Computer Support	Applications/Database Support	Records Management Support	Cyber Security Support	Document Control Support	Web Support	Date Completed	Initials
General LANL Requirements	EDS Course #									
GET Training	5668	X	X	X	X	X	X	X		
Initial Security Briefing	9369	X	X	X	X	X	X	X		
Annual Information Security Refresher	47075	X	X	X	X	X	X	X		
EMS Training (TP 7215)	32461	X	X	X	X	X	X	X		
Annual Security Refresher - Includes TSCM Requirement (# 21208)	1425	X	X	X	X	X	X	X		
IWM Overview (TP 6957)	31881	X	X	X	X	X	X	X		
Substance Abuse Awareness (TP 458)	42095	X	X	X	X	X	X	X		
Traffic Safety and Special Materials Convoys (TP 9311)	42903	X	X	X	X	X	X	X		
Export Control for LANS Employees (TP 4797)	21208	X	X	X	X	X	X	X		
Web-Based Ethics Training for LANS Employees (TP 9795)	44486	X	X	X	X	X	X	X		
LANL Charging Practices (Required for those who enter time)	48032	X	X	X	X	X	X	X		
L AND/OR Q CLEARED PERSONNEL										
Preventing Compromise Briefing	44971	X	X	X	X	X	X	X		
Unauthorized Disclosure Training - For All Q-Cleared Personnel	35045	X	X	X	X	X	X	X		
Integrated Safeguards and Security Management	44559	X	X	X	X	X	X	X		
ADEP Required Training										
EP QAP	TP 9424/AC 4363									
EP-DIR-QAP-0001,R2 Quality Assurance Plan for the Environmental Programs	43369	X	X	X	X	X	X	X		
EP-DIR-SOP-2011,R4 Personnel Training and Qualification	49774	X	X	X	X	X	X	X		
EP-DIR-SOP-4004 R1, IPC 1 Records Transmittal and Retrieval Process	45796	X	X	X	X	X	X	X		

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EP-DIR-SOP-4001, R4 Document Control	46049	X	X	X	X	X	X	X		
EP-DIR-SOP-4003, R2 Records Management	46048	X	X	X	X	X	X	X		
EP-DIR-SOP-5006, R0 Control of Measuring and Test Equipment	42908	X	X	X	X	X	X	X		
EP-DIR-SOP-8001, R0 Inspection, Test, and Acceptance	42909	X	X	X	X	X	X	X		
ADEP Reporting Requirements for Abnormal Events	TP 10468/AC 5166									
SOP-5228, R0 ADEP Reporting Requirements for Abnormal Events	48646	X	X	X	X	X	X	X		
Pueblo Complex Resident Training										
Pueblo BEP (TP 7766)	45751	X	X	X	X	X	X	X		
ERSS-ASSIGNED JOB/SITE SPECIFIC LANL TRAINING	EDS Course and/or TP #									
EP-ERSS APPLICATIONS AND DATABASE SUPPORT	TP 9475/AC 3854									
EP-ERSS-SOP-5091, R0 Database Permissions and Change Management	40897	X		X						
OTHER ASSIGNED TRAINING										
Electronic/Computer Techs: Non-Energized TP 2913/AC 362										
R&D Electrical Workers: Non-Energized TP 2899/AC 285										
Organizational Computer Security Rep (OCSR) TP 139/AC 101										

REVIEWED AND APPROVED: _____ **DATE:** _____