



**City of Dallas
Environmental Management System**



EMS COMPETENCY GRID

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This training requirement matrix should be used in addition to any facility / departmental specific training requirements.

Position Name	Course	Renewal / Frequency (If Applicable)
City Managers	One (1) Environmental Management System (EMS), or Regulatory, or Stewardship, or Best Management Practice (BMP)	Per Year
Directors	EMS Introduction One (1) Regulatory, or Stewardship, or BMP	Refresher every 2 yrs Per Year
Assistant Directors	EMS Introduction One (1) Regulatory Session One (1) * Stewardship Session	Refresher every 2 yrs Per Year Per Year
Environmental Management Representatives	EMS Introduction Managing Objectives and Targets Two (2) Regulatory Session Two (2) Stewardship Session One (1) BMP	Refresher every yr Refresher every 2 yrs Per Year Per Year Per Year
Lead Auditors	5 day Lead Auditor Training EMS Introduction One (1) Regulatory or Stewardship or BMP Session	Refresher every 2 yrs Refresher every yr Per Year
Department and/or Facility Environmental Coordinators and Environmental Specialist	Right to Know – Train the Trainer Intro to RCRA – Train the Trainer EMS Awareness Spill Response and Reporting One (1) Regulatory Session One (1) Stewardship or BMP Session	Refresher every 2 yrs Refresher every 2 yrs Refresher every 2 yrs Refresher every 2 yrs Per Year Per Year