FY 2025 Training Schedule

Training Operations	Branch (TOB) & Training Management Bra	anch (TMB) Classes	Version 3, 1/22/25
Course	Course Description	Course	Course Description
Inspection Methods Hybrid IMH (120) * Target Audience: This course is required for Newly promoted or newly hired CSIs and PHVs. This course is part of the new PHV training program. State Inspectors.	 Three-week class (14 days + 1 day test). The first week is in-person. The second and third weeks are virtual with Live instruction on Microsoft Teams with corresponding course materials in an online training site. Students will need CFL-issued training computers MIFI or phone may be needed for few students. Usernames and passwords are needed. PHIS simulations/virtual OJT will be completed during week three as part of the instructor led class (week three is replacing the OJT that was previously done after completing the IM during FY 2020-2022). IM course is also part of the PHV training program. Topics covered during the training include statutes, rules of practice, the PHIS establishment profile and the task calendar, sanitation, Hazard Analysis Verification, HACCP verification, sampling, sanitary dressing procedures, humane handling, raw,ready-to-eat, and shelf stable product hazards and preventive measures, the <i>Listeria</i> regulations, export certification, food defense, PHIS simulations/virtual OJT, and case studies. 	Electronic Export EE (300) * Target Audience: This course is required for CSIs and PHVs with export responsibilities. CSI who did not complete this self-paced course previously or did not complete the live webinars version of the course that were conducted in previous years. CSI & PHV who completed this self-paced course or the PHIS Export Live webinars version three years ago or more.	 Approximately 6-hour self-paced, independent CFL training accessed through AgLearn. Participants do not have to complete this training in a single day. Recommended completion is within 2 hours of beginning the training. This training may be accessed 24 hours a day during official duty hours. However, it must be completed prior to the end of the fiscal year. Usernames and passwords are not needed. All students have government computers. Topics covered during this training include how to perform the Export Certification functions in PHIS as outlined in Directive 13,000.5, how to perform the Export Certification task (CSI & PHV roles), approve or reject export applications, issue replacement certificates, sign/upload/print the export certificate, and review of form 9080-3.
Entry Training for the Public Health Veterinarian PHV (50) * Target Audience: This course is required for newly hired in-plant- veterinarians. State Veterinarians.	 Weeks 1 & 2 9-day class & final week 4-day class. Delivery via Microsoft Teams platform. Instructor-led course delivered by live instruction on Microsoft Teams platform with corresponding course materials in an online training site. Students will use the CFL-issued computer from the IMH class Usernames and passwords are needed. MIFI or phone may be needed for few students. Topics covered during the training include animal dispositions/foodsafety, humane handling, and FSIS administrative overview. The program also includes three weeks spent in the inplant environment with an assigned PHV Mentor to complete the PHV Mentoring Checklist. 	Import Inspection Refresher IIR (100) Target Audience: Import Inspectors who didn't take this course in FY 2021. Import Inspectors who completed the Import Inspection training 3 years ago or more.	 2-week open window, approximately 4 hours Self-Paced training, students work independently on the training site platform. Participants do not have to complete this training in a single day. This training may be accessed on multiple days, as long as it is completed prior to the two-week open window. Usernames and passwords are needed. All students have government computers. Topics covered during this training include review of the regulatory basis and procedures for some of the most important types of inspection (TOI) they perform daily.

Public Health Veterinarian Mentor PHVM (50) * Target Audience: This course is required for the PHV that will be assigned as an official mentor by the district to mentor the new hired PHVs and never attended this class before.	 Instructor led three-day class. Delivery via Microsoft Teams platform. All students have government computers. Topics covered during this training include Mentor Responsibilities; Soft Skills (emotional intelligence, mentor-mentee relationship), Logistics and Overview of the PHV Intern Course, and In-plant Mentoring checklist. 	IM Condensed IMC (80) Target Audience: Headquarters-based FSIS employees (all GS levels and SES) and other non-inspection workforce employees throughout the U.S.	 3-day instructor led class. Delivery via Microsoft Teams. All students have government computers. Topics covered during this training include Overview of the responsibilities of the inspection workforce. This overview includes a mid-level review of the food safety laws, Rules of Practice, HACCP pathogen reduction regulations, slaughter activities, and familiarization of processing environments. Quizzes and workshops will be provided throughout the training session.
Enforcement, Investigations, and Analysis Officer EIAO (50) * Target Audience: State or FSIS personnel that are newly hired to perform food safety assessments and other EIAO responsibilities.	 Instructor led three-week class. Delivery Via Microsoft Teams. All students have government computers, some students may need training computers. Topics covered during this training include how to perform a comprehensive assessment for establishment's food safety system; the design and validity of the hazard analysis, HACCP plan; Sanitation Standard Operating Procedures (Sanitation SOPs); prerequisite programs; testing programs, e.g., generic <i>E. coli</i> written procedures; and any other programs that constitute the establishment's food safety system. 	In-Plant Safety Refresher IPSR (200) Target Audience CSI, PHV, FI who previously completed FI training and PHV training over 3 years ago or more. Note: this course doesn't replace any safety required training.	 2 week, 4 hours Self-Paced & students work independently on the training platform. Participants do not have to complete this training in a single day. This training may be accessed on multiple days, as long as it is completed prior to the two-week open window. Few students may need training computers. Usernames and passwords are needed. Topics covered during this training include FSIS Health & Safety program, Hazard Communication, Personal Protective Equipment, Occupational Noise, and General Safety.
Slaughter Inspection Refresher (80) * Target Audience: Food inspectors or CSIs who have completed Food Inspector Livestock or Poultry classroom training over 3 years ago or more, and Food Inspectors who have completed the Food Inspector self-paced training during their orientation. CSIs who did not attend any slaughter inspection training previously and has work duties in slaughter establishment.	 Instructor led two-day class. Delivery via Microsoft Teams. Usernames and passwords are needed. Some students may need training computers. MIFI or phone may be needed for few students. Topics covered during this training include Ante mortem Inspection, Postmortem Inspection, Humane Handling and Good Commercial Practice. 	IM Refresher (100) * Target Audience: CSIs and PHVs who have previously attended either FSRE (3 weeks) or IM, and Egg Inspectors who previously attended IM 3 years ago or more. Also, CSI can be enrolled in this class per supervisor recommendation.	 Instructor led five-day class. Delivery via Microsoft Teams. Some students may need training computers. Topics covered during this training include review of SPS, SSOP, Raw HACCP, RTE, NRs, Sampling, and Labeling. It will include scenarios and case studies covering topics such as Egg Products, Slaughter Inspection, HACCP Processing Categories, etc.

 Further Processing and Labeling – Instructor Led FP & L (80) * Target Audience: CSIs with limited or simple processing experience that may or will temporarily cover a complex processing establishment. CSIs moving from a simple processing assignment to a complex processing assignment. Public Health Veterinarians and Frontline Supervisors with limited processing experience who have oversight responsibility for complex processing assignments in the circuit are also encouraged to attend. Inspectors enrolled in the Workforce Investment Program. 	 Instructor led five-days class. Delivery via Microsoft Teams. Some students may need training computers. MIFI or phone may be needed for few students. Topics covered during this training include labeling, net weight, and other verification activities for fresh and cooked sausage operations, cured meat and poultry products and added solutions. 	Thermal Processing – Instructor Led TP (80) *Target Audience: Consumer Safety Inspectors who have been assigned to establishments that conduct thermal processing.Prior to attending, CSIs must have attended either the Inspection Methods (virtual or classroom) or FSRE Sanitation/Raw/RTE course.Frontline supervisors and Enforcement Investigation Analysis Officers who have canning assignments in the circuit or district are also encouraged to attend.Inspectors enrolled in the Workforce Investment Program.	 Instructor led five-day class. Delivery via Microsoft Teams. Some students may need training computers. MIFI or phone may be needed for few students. Topics covered during this training include the microbiology of thermally processed foods. Process equipment such as retorts and containers will also be covered, deviations in processing and verification of the thermal processing regulatory requirements.
Further Processing and Labeling – Self Paced Version FP & L S (250) *Target Audience: CSIs with limited or simple processing experience that may or will temporarily cover a complex processing establishment.CSIs moving from a simple processing assignment to a complex processing assignment.Public Health Veterinarians and Frontline Supervisors with limited processing experience who have oversight responsibility for complex processing assignments in the circuit are also encouraged to attend.Inspectors enrolled in the Workforce Investment Program.	 8 week, 40 hours, Self-Paced version. This training may be accessed on multiple days, as long as it is completed prior to the end of the eight weeks. Usernames and passwords are needed. Some students may need training computers. Topics covered during this training include labeling, net weight, and other verification activities for fresh and cooked sausage operations, cured meat and poultry products and added solutions. 	Thermal Processing – Self Paced TPS (250) * Target Audience: Consumer Safety Inspectors who have been assigned to establishments that conduct thermal processing. Prior to attending, CSIs must have attended either the Inspection Methods (virtual or classroom) or FSRE Sanitation/Raw/RTE course. Frontline supervisors and Enforcement Investigation Analysis Officers who have canning assignments in the circuit or district are also encouraged to attend. Inspectors enrolled in the Workforce Investment Program.	 8 week, 40 hours, Self-Paced version. This training may be accessed on multiple days, as long as it is completed prior to the end of the eight weeks. Few students may need training computers. Usernames and passwords are needed. Topics covered during this training include the microbiology of thermally processed foods. Process equipment such as retorts and containers will also be covered, deviations in processing and verification of the thermal processing regulatory requirements.

Egg Inspection	Discontinued. Materials related to Egg inspection will be included and accessed through IPP help.	Ready-to-Eat / Shelf Stable RTE/SS (120) * Target Audience: Consumer Safety Inspectors who have been assigned to establishments which produce ready-to-eat or shelf stable products. Prior to attending, CSIs should have attended both the FSRE Sanitation and Raw HACCP, and the Public Health Information System (PHIS) training for CSIs. Also, CSI can be enrolled in this class per supervisor recommendation. Inspectors enrolled in the Workforce Investment Program. Note: Employees who have attended the Inspection Methods training do not need to enroll in this course since these materials are covered during week 2 of IM training.	 4 week, 20 hours Self-Paced, students work independently on the training platform. Participants do not have to complete this training in a single day. This training may be accessed on multiple days, as long as it is completed prior to the two-week. Usernames and passwords are needed. Few students may need training computers. MIFI or phone may be needed for few students. Topics covered during this training include RTE and SS processes, hazards, controls and preventive measures, inspection verification for <i>Listeria monocytogenes</i> regulations, RTE sanitation, RTE sampling, Lethality and Stabilization and Food Ingredients of Public Health Concern.
Import Sanitation	Discontinued.	Import Inspection II (50) * Target Audience: Newly hired import inspectors and relief CSIs assigned to official import establishments.	 Instructor led 3.5-day class. Delivery via Microsoft Teams. Some students may need training computers. MIFI or phone may be needed for few students. Topics covered during this training include essential import reinspection policy and procedures. It includes tutorials for how to enter application data, reinspection results, and sample information in PHIS. This training has been updated to include catfish reinspection and the data transfer of the health certificates including those in electronic format.
Surveillance, Investigations & Enforcement Methods Training for OIEA SIEM (50) * Target Audience: Federal or State investigators who need SIEM training or refresher training.	 Instructor led five-day class. Delivery via Microsoft Teams. All students have government computers. Topics covered during this training include In- Commerce Surveillance, Food Defense Surveillance, Shell Egg Surveillance and Enforcement, Custom Exempt Reviews, Investigative Methodology, Sampling, Foodborne Illness Investigations, Detention and Seizure, Recalls, Evidence Collection, Reports of Investigation, Case Referral/Disposition, Product Amenability, and Investigator Safety & Awareness. 	Enforcement, Investigations, and Analysis Officer Condensed EIAOC (50) * Target Audience: Non-EIAO (PHVs, NB employees) do not perform FSAs or recalls as part of their primary duties but may be utilized for EIAO responsibilities based on agency needs. Inspectors enrolled in the Workforce Investment Program.	 Instructor led 4-day class. Delivery via Microsoft Teams. Topics covered during this training primarily focusses on FSA, the design and validity of the hazard analysis, HACCP plan; Sanitation Standard Operating Procedures & anitation SOPs); pre-requisite programs; testing programs, e.g., generic <i>E. coli</i> writtenprocedures; and any other programs that constitute the establishment's food safety.

Target Audience: • Training can be accessed from a CFL-issued IM IM Participants training computer. (120) • Usernames and passwords are needed.

Octob	oer 2024
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	PHV 1105 In-Plant Me	entoring (Week 2)						
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		Computer Training fo) – Self Paced					
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	Public Health Veterinarian Training (PHV 1105) Final Week, Test is on Friday Inspection Method Hybrid (IMH 1800) Week 1							
		Labeling - Instructor Led						
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.7	28	29	30	31	1	2		
	Thermal Processing- I	nstructor Led (TP 4100)						
	Inspection Method H	ybrid (IMH 1800), Week 2	2					
	Slaughter Inspection	Refresher - (SIR 1300)						
3	4	Notes						
				Food Food	Safety and Inspec	tion Service		
				Office	of Employee Experience	and Development		
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17	18 Ready to Eat (DTE/SS 1	900) Self-Paced, Week 3		21	22	23
		rian Training (PHV 1100)				
	IM Refresher (IMR 880					
		Import Inspection (II 7	7000)			
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		.900) Self-Paced, Week 4				
	PHV 1100 In-Plant Me	 A second sec second second sec	Thanksgiving Day			
	Computer Training for	IM Students (CTIM 2801) – Self Paced			
1	2	Notes		Office	Safety and Inspect of Employee Experience s Branch & Training M	e and Development

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		ner (IPSR 4400) Self-Pace				
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	PHV 1100 In-Plant Me					
		brid (IMH 1801) Week 2				
		esher (IIR 7200) Self-Pa				
	In-Plant Safety Refresh	ner (IPSR 4400) Self-Pace	ed, week 2			
15	16	17	18	19	20	21
	. ,	brid (IMH 1801) Week 3				
	Public Health Veterina	rian Training (PHV 1100) Final week, Test is on Fric	lay		
22	23	24	25	26	27	28
			Christmas Day			
29	30	31	1	2	3	4
			New Year's Day			
5	6	Notes		Office	Safety and Inspec of Employee Experience Branch & Training Ma	and Development

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12	13 Public Health Veterinar Thermal Processing- In	14 ian Training (PHV 1101)	17	18		
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	Dr. Martin Luthar	PHV 1101 In-Plant Mentoring (Week 1)				
	King, Jr. Day	Dr. Martin LutherImport Inspection (II 7001)King, Jr. DayComputer Training for IM Students (CTIM 2802) – Self Paced				
	King, Jr. Day	IM Condensed (IMC 8				
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	PHV 1101 In-Plant Mer	ntoring (Week 2)				
	Inspection Method Hyt	orid (IMH 1802), Week 1				
2	3	Notes		Office	Safety and Inspec of Employee Experience s Branch & Training Ma	e and Development

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	PHV 1101 In-Plant Me	ntoring (Week 3)				
	Inspection Method Hy	brid (IMH 1802), Week 2				
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	Public Health Veterina					
	Inspection Method Hy	brid (IMH 1802), Week 3	, Test on Friday			
16	17	18	19	20	21	22
	Dresidentis Devillelide	PHV Mentor (PHVM 1	200)			
	President's Day Holida	iy	Enforcement Investiga	tion, and Analysis Office	er (EIAO 6000), Week 1	
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		tion, and Analysis Office				
		.901) Self-Paced, Week 1				
	Public Health Veterina	rian Training (PHV 1102)	, Week 1			
2	3	Notes		Office	Safety and Inspec of Employee Experience s Branch & Training Ma	e and Development

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	IM Refresher (IMR 8					
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	PHV 1102 In-Plant M					
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		5 1901) Self-Paced, Week 4				
		sher (IPSR 4401) Self-Paced	d, Week 2			
	PHV 1102 In-Plant M					
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		EIAO Condensed (EIAC	JC 6101)			
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		lybrid (IMH 1803) Week 2				
30	31	Notes		Office	Safety and Inspect of Employee Experience s Branch & Training Ma	e and Development

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		rid (IMH 1803) Week 3,				
			Final week, Test on Frida			
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	Thermal Processing- Ins	structor Led (TP 4102)				
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		ian Training (PHV 1103)				
	Further Processing & La	beling - Instructor Led (Computer Training for				
27	28	29	30	1	2	3
	PHV 1103 In-Plant Men	toring (Week 1)				
	Inspection Method Hyb	rid (IMH 1804), Week 1				
4	5	Notes		Office of	Safety and Inspec of Employee Experience s Branch & Training Ma	and Development

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	PHV 1103 In-Plant Me	ntoring (Week 2)	1						
	Inspection Method Hy	brid (IMH 1804) Week 2							
	Slaughter Inspection R	efresher - (SIR 1302)							
11	12	13	14	15	16	17			
	PHV 1103 In-Plant Me	ntoring (Week 3)							
	Inspection Method Hy	brid (IMH 1804) Week 3,							
	In-Plant Safety Refresh	ner (IPSR 4402) Self-Pace	d, Week 1						
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		rian Training (PHV 1103)							
		ner (IPSR 4402) Self-Pace							
	IM Refresher (IMR 880)2)							
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	Memorial Day	Import Inspection (II 7	/002)						
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		Public Health Veterina	arian Training (PHV 1104) \	Week 1					
1	2	Notes		Office	I Safety and Inspect of Employee Experience as Branch & Training Ma	e and Development			

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	Inspection Method Hyb								
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	PHV 1104 In-Plant Men	toring (Week 3)							
	Thermal Processing- Ins	tructor Led (TP 4103)							
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	Public Health Veterinari	ian Training (PHV 1104)	Final Week, Test is on Mo	onday	Indonondonco Dov				
					Independence Day				
;	7	Notes		Office of	afety and Inspecti Employee Experience a Branch & Training Man	nd Developme			

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	IM Refresher (IMR 88	03)					
	Public Health Veterina	arian Training (PHV 1105)	Week 1				
		EIAO Condensed (EIAC	DC 6103)				
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	Public Health Veterina	arian Training (PHV 1105)					
		IM Condensed (IMC 8					
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		Computer Training for	IM Students (CTIM 2806) – Self Paced			
	PHV 1105 In-Plant Me	entoring (Week 1)					
		Import Inspection (II 7	003)				
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27	Inspection Method Hybrid (IMH 1806) Week 1						
	PHV 1105 In-Plant Me						
3	4 Notes Food Safety and Inspection Service Office of Employee Experience and Developme Training Operations Branch & Training Management Bran						

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	Inspection Method H	ybrid (IMH 1806) Week 2					
	PHV 1105 In-Plant Me	entoring (Week 3)					
	Further Processing &	Labeling – Self Paced Vers	sion (FPLS 9600), Week 1				
	Thermal Processing –	Self Paced Version (TPS 4	200), Week 1				
	In-Plant Safety Refres	her (IPSR 4403) Self-Pace	d, Week 1				
0	11	12	13	14	15	16	
		ybrid (IMH 1806) Week 3,					
	Public Health Veterin	arian Training (PHV 1105)	Final Week, Test is on Fric	Jay			
		Labeling – Self Paced Vers					
	Thermal Processing –	Self Paced Version (TPS 4	200), Week 2				
	In-Plant Safety Refresher (IPSR 4403) Self-Paced, Week 2						
			Enforcement Investigat	tion, and Analysis Office	r (EIAO 6001), Week 1		
7	18	19	20	21	22	23	
		Labeling – Self Paced Vers	· /·				
		Self Paced Version (TPS 4					
	Enforcement Investig	ation, and Analysis Office PHV Mentor (PHVM 1					
			201)				
24	25	26	27	28	29	30	
		Labeling – Self Paced Vers					
	Thermal Processing –	Self Paced Version (TPS 4					
	Enforcement Investig	ation, and Analysis Office					
	Public Health Veterina	arian Training (PHV 1106)					
	Slaughter Inspection	Refresher - (SIR 1303)					
1	1 Labor Day	Notes		Office	Safety and Inspect of Employee Experienc Ins Branch & Training M	e and Development	

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Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday		
1	1	2	3	4	5	6		
	Labor Day	Further Processing &	Labeling – Self Paced Vers					
	Labor Day	Thermal Processing –	- Self Paced Version (TPS 42	201), Week 5				
		Public Health Veterin						
		Ready to Eat (RTE/SS						
		Computer Training fo	or IM Students (CTIM 2807)		4.0	10		
7	8	9	10	11	12	13		
			rsion (FPLS 9600), Week 6					
		Self Paced Version (TPS	4201), Week 6					
	PHV 1106 In-Plant M							
		1903) Self-Paced, Week 2						
	Inspection Method H							
	Import Inspection Refresher (IIR 7203) Self-Paced, Week 1							
		ation, and Enforcement N		1				
.4	15	16	17	18	19	20		
	Further Processing & Labeling – Self Paced Version (FPLS 9600), Week 7							
	Thermal Processing –							
	PHV 1106 In-Plant M	<u> </u>						
	Ready to Eat (RTE/SS 1903) Self-Paced, Week 3							
	Inspection Method H							
	Import Inspection Re	fresher (IIR 7203) Self-Pa						
21	22	23	24	25	26	27		
			rsion (FPLS 9600), Week 8					
		Self Paced Version (TPS	4201), Week 8					
	PHV 1106 In-Plant M	<u> </u>						
		1903) Self-Paced, Week						
	Inspection Method H	ybrid (IMH 1807) Week 3						
.8	29	30	1	2	3	4		
	Public Health Veterin	<mark>arian Training (PHV 1106</mark>						
5	6	Notes			Safety and Inspec			