New York State Department of Labor
Mine Safety Training Program
W. Averell Harriman State Campus
Building 12, Room 167
Albany, NY 12240

Request for Mine Safety and Health Training Assistance

Name of Employer:

Mailing Address:

City, State Zip Code:

Contact Person: **Title:**

Phone Number: **Fax:**

E-Mail:

Type of Mining:
(or Contractor) **Number of Miners to be Trained:**

Class Location: **Class Sponsor:**

Date of Last Refresher: **Competent Person:**

Type of Training Requested: **Annual Refresher** ☐ **New Miner** ☐ **Hazard Awareness for Contractors** ☐
Processing Certificates: **Mailed to address shown above** ☐ **Certificates E-mailed to address** ☐

MSHA Mine Identification Number(s)	Plant Manager	Phone Number

Please note that the NYS DOL reserves the right to set the dates of training and the subjects covered in each program. Mine employers are responsible for making sure that the appropriate subjects and timeframes are accurately described in your current 30 CFR Part 46 Training Plan. Our schedule is based upon Instructor availability, geographic location and classroom availability. Training is provided under a grant received from the U.S. Department of Labor, Mine Safety and Health Administration through the State Grants Program. There is no charge for the instructional portion of our training.

Upon receipt of all requests, DOL Staff will review each request and check our training schedule for availability. After date(s) are set, a training contract will be sent to the employer. This contract will verify dates and locations of each training session. The contract will also set conditions and responsibilities between the mine employer and the NYS DOL Mine Safety Training Program. Contracts must be signed and returned immediately. A copy of your current Part 46 Training plan must be included with this request. Mine employers who sponsor training sessions should make all companies who are allowed to attend aware of these conditions. The NYS DOL reserves the right to approve attendance of all mine operators or mine contractors who request our services. Mine operations must be considered active or intermittent to receive Department services. Unless, noted specifically on each contract, all sessions start at 7:30 am.

The above referenced company hereby requests that the New York State Department of Labor provide mine safety and health training in accordance with Title 30, Part 46 of the Code of Federal Regulations.

Signed: **Date:**