

**VALLEYCARE**  
**OLIVE VIEW-UCLA MEDICAL CENTER/HEALTH CENTERS**  
**DEPARTMENT: FACILITIES**  
**POLICY & PROCEDURE**

**NUMBER: 610**  
**VERSION: 1**

**SUBJECT/TITLE:** TRAINING OF MAINTENANCE PERSONNEL

**POLICY:** Training by the Electrical Shop on its equipment and systems is conducted on a monthly schedule.

**PURPOSE:**

**PROCEDURE:** Training is conducted as part of the Electrical Shop meetings held weekly. Training is given by staff, supervisor, or other qualified personnel including vendors.

**DEPARTMENTS:** FACILITIES

**DEFINITIONS:**

References:	
Approved by: Robert Ross (Director, Facilities)	Date: 08/12/2009
Review Date: 07/12/2015	Revision Date:
Distribution: Facilities	
Original Date: 08/12/2009	