



Arizona State Mine Inspector Education and Training Fees & Policies for Private Classes

1700 W. Washington Street, Suite 403, Phoenix AZ 85007

The Arizona State Mine Inspector's (ASMI) Education and Training staff conduct the mandatory federal Mine Safety and Health Administration (MSHA) safety training classes for the Arizona mining community. Classes are provided for mining companies and their employees, contractors, vendors, state, county and city workers who enter onto mine operations and for individuals seeking employment at mine properties. In January of 2010 ASMI implemented a nominal training fee and polices program for this service and in 2011 revised their training curriculum to provide separate cooperative and private one day Annual Refresher and three day New Miner classes. The ASMI Education and Training staff members hold a true commitment to safety and the presentation of updated, professional and inspiring safety training sessions.

ASMI conducts separate 8 hour Annual Refresher and 24 hour New Miner Inexperience sessions. Per MSHA / ASMI guidelines Annual Refresher sessions are booked to a minimum of 15 students and a maximum of 35. New Miner sessions are booked to a minimum of 15 students and a maximum of 25. Note: Annual Refreshers are not combined with the New Miners.

Training Fees for Private Classes

Course Title		Cost
Annual Refresher (AR)	8 Hour class – 1 Day	\$225.00 (15 x \$15.00 – more than 15 students, no additional fee will be charged)
New Miner Inexperienced (NMI) with Detailed Mine Types and Issues	24 Hour class – 3 Days	\$450.00 (15 x \$30.00 – more than 15 students, no additional fee will be charged)
First Aid (FA)/ Cardiopulmonary Resuscitation (CPR) Blood Blood Borne Pathogens (BBP) aka FA/CPR/BBP (sessions available on 3 rd day NMI training)	8 Hour class – 1 Day	\$150.00 (15 x \$10.00 – more than 15 students, no additional fee will be charged)

NOTE: The Education and Training fees are dependent on the Federal MSHA grant allocation. Current fee rates cannot be guaranteed for future classes.

All Private classes are booked to the 15 student minimum. No exceptions.

NO REFUNDS WILL BE GIVEN FOR A SCHEDULED PRIVATE CLASS IF THERE ARE LESS THAN 15 STUDENTS THE DAY OF THE CLASS. FULL FEE WILL STILL APPLY.

TO BOOK A PRIVATE CLASS: Contact ASMI Education & Training Manager Frank Rabago for an available open date or dates on the E&T training calendar. Once dates are confirmed submit a Private Class registration form to ASMI.

Class Location(s)

Private classes are taught in various cities and towns in the State of Arizona. The request from the company will determine the training course(s), date and facility.

As of January 1011 ASMI conducts separate Annual Refresher sessions and separate New Miner sessions in which Annual Refreshers and New Miners are not combined. The 24 hour 3 day New Miner sessions are structured to include required MSHA subject matter and detailed information on mine types and issues. Day 3 of the New Miners session includes Health standards and issues, Basic First Aid (FA), Cardiopulmonary Resuscitation updates (CPR) and Blood Borne Pathogens issues (BBP) **aka FA/CPR/BBP.**

Note: When a company books a private 24 hour 3 day New Miner session, employees seeking a FA/CPR/BBP 8 hour certification ONLY may attend day 3 of the New Miner session.

ASMI can accommodate any variation of the courses however it will be at the discretion of the training manager to schedule **ALL** classes, dates and locations.

Weapons Policy

All State Agencies/Buildings will be enforcing the following for all MSHA training classes:

Pursuant to A.R.S. § 13-3102, all participants are hereby notified that they prohibited from entering or attending this training program carrying a weapon of any kind. If in possession of a weapon, when attempting to enter the building for participation in such program you may be denied access to participation in the program while in possession of such weapon.

If you have any questions regarding this notice, please contact Frank Rabago, Education and Training Manager at 602-542-5971.

How to sign up for classes

Please go to the ASMI website www.asmi.az.gov and look under - MSHA Training – Documents/Forms – scroll down to Education and Training Forms/Documents and click on Private Form. Fill out the form and submit it to Arizona State Mine Inspector’s Office, Frank Rabago, Training Manager, by one of the following:

Mail: 1700 W. Washington Street, Suite. 403, Phoenix, AZ 85007

Fax: 602-542-5335

Tel: 602-542-5971

Please fill out a new form for each additional request.

Payment for Private Class

Once your class has been confirmed by the training manager you will need to submit your payment to ASMI.

Payment for all classes must be received ten (10) days prior to the date of the class.

Payment can be made in the form of a company check, money order or cashier's check, credit card (Visa, MasterCard and American Express) or ACH transfer from bank.

Personnel Checks will not be accepted.

If your payment is mailed to ASMI you will need to include a copy of the Education and Training Private Class form. If your payment is going to be made via a purchase order it can be mailed or faxed to 602-542-5335. If you are going to use your credit card please provide this information to the training manager when the class date(s) are confirmed.

Cancellation Policy

Payment must be received prior to the start of class. Cancellations must be requested in writing ten (10) days prior to the start of the class. Companies who fail to call ASMI to cancel a private class will be classified as a “**no show**” and will forfeit the entire registration fee.

If you are not able to cancel the class within the ten (10) days you may reschedule the class. No cancellation fees will be applied.

If cancellation of a private class occurs one day prior to the date of the class the full fee will be forfeited by the company. No exceptions. This will be due to trainer lost work time, travel, meal and hotel expenses that will be incurred by our trainer.

*No refunds will be given for private classes if there are less than 15 students the day of the class or classes. **No exceptions.***

Participants must be present for the entire Annual Refresher (8-hours) and/or New Miner (16-hours or 24 hours) to receive Certificate of Training MSHA Form 5000-23.

In the event that ASMI needs to cancel a class due to the trainers inability to conduct the class due to illness or other event the registrants will be able to reschedule the class or receive a full refund.

Refund Policy

If the registrant cancels the class ten (10) days prior to the start of the class in writing and does not reschedule another class, we will refund the full amount back to the registrant.

The refund will be returned within 30 days of the date of the request. The refund will be returned back in the form that it was received.

If you made your payment via a credit card, we will credit your card or if you paid in the form of a money order, cashier check or company check we will forward you a warrant.

If a company has scheduled a private class and there is a “No Show” the day of the class the full fee will be forfeited. **No exceptions.**

If a private class has less than 15 students the day of the class the full fee will be charged to the company. **No exceptions.**

Note: Company may send alternate participants in place of a registrant(s) who are unable to attend the day of the class.