

An Informative Three-Day Seminar:

# MIOSHA General Industry 10-Hour +

## 1 Who Should Attend . . .

This seminar is a must for anyone concerned about health and safety on the job including:

- ▶ Managers concerned about workers' compensation costs.
- ▶ Employees who want to learn proper techniques for protecting their safety and health at work.
- ▶ Business owners who want to learn about compliance with Michigan Occupational Safety and Health Administration (MIOSHA).

## 2 MIOSHA Training Institute

MIOSHA Consultation Education and Training (CET) Division and Macomb Community College (MCC) have developed the MIOSHA Training Institute (MTI) through a formal alliance. The MTI introduced an Assessment-Based Certificate program, effective October 1, 2007. The certificate program offers participants an opportunity to be recognized for their educational efforts and increased technical expertise. Courses are offered throughout the state in sponsorship with other M-TEC<sup>SM</sup> facilities, community colleges, and safety and health organizations. To learn more about the certificate program, log-on to the CET Division website at [www.michigan.gov/mti](http://www.michigan.gov/mti).

## 3 What You'll Learn . . .

In today's challenging business climate, many employers are faced with the need to have their employees be capable of performing new or multiple job functions. As personnel shift to accommodate business needs, it is essential to have staff understand the importance of safety and health management and the underlying effect it has on business. In three days this fundamentals course offers the resources and tools to create or enhance an effective safety and health management system, a review of the MIOSHA Act, and highlights of many key General Industry Safety and Health Standards.

Topics include elements of a comprehensive safety and health system, recordkeeping, accident investigations, inspections and citations, written program requirements, introduction to industrial hygiene, respiratory protection, hearing conservation, bloodborne infectious diseases (BIDs), eyewash and first aid requirements, ergonomics, hazard recognition, and machine guarding.

Required Class for  
General Industry  
Level One  
MTI Certificate

### Agenda

- ▶ Accident Investigation
- ▶ Ergonomics
- ▶ First Aid, Eye Wash, and Bloodborne Infectious Diseases
- ▶ Recordkeeping
- ▶ Hazard Recognition and Self Inspection
- ▶ Introduction to Industrial Hygiene
- ▶ Respiratory Protection
- ▶ Hearing Conservation
- ▶ Elements of a Safety & Health Management System
- ▶ CET Services
- ▶ Required Written Programs
- ▶ When MIOSHA Visits

All meetings are accessible and barrier free. Please contact the cosponsor or the CET Division, at least 30 days in advance, to request necessary accommodations.

**New**

## ***MIOSHA Education Training Materials Have Gone Electronic***

MIOSHA Training Institute (MTI) has changed the delivery of its printed education materials to an electronic format.

The student training manual and course reference materials will be provided in electronic format via email for students to download and print before class if they wish.

**No hard copy textbook will be provided at the class. Upon arrival at class, each student will also receive a flash drive containing these materials which is theirs to keep.** If you wish to bring a copy to class, you have the option to **download and/or print** the course materials in advance.

**Important:** When registering for this class, please provide your complete email address.

***Remember to download your course handouts ahead of time!***

### ***Frequently Asked Questions***

**Q: Will I be able to print my materials at the seminar or workshop?**

**A:** No printing services will be available. Print or download the presentation slides before you arrive for the class.

**Q: What electronic format will the handouts be in?**

**A:** All materials will be available as PDF documents.

**Q: Will I be able to charge my device at the seminar or workshop?**

**A:** We recommend that your device is fully charged before you arrive. Charging stations may not be available in the classroom.

**Q: What happens if I do not receive an email?**

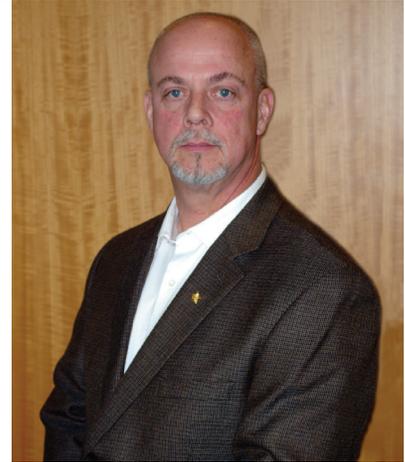
**A:** In the unlikely event that you do not receive the link via email, please call the contact number listed on the next page for assistance.



# Facilitator

John Bodnar comes to the CET Division from MIOSHA's General Industry Enforcement Division where he covered Michigan's Upper Peninsula as a Senior Safety Officer. John has a background of over 25 years in Occupational Safety, Health, and Emergency Services and Operations.

Prior to working for MIOSHA, John worked in the private sector as a consultant and trainer to the Natural Gas and Oil Industry. Among many disciplines, his background includes certifications and experiences as an EMT- paramedic, hazardous materials response team - team medic and trainer, confined space technical rescue and response - team medic and trainer. John has been certified as a mine safety and health administration trainer, breath alcohol technician, traffic accident and criminal investigator, OSHA 10 and 30-Hour authorized trainer for General Industry and Construction, and occupational hearing conservationist. John continues to serve the employers and employees of Michigan's Upper Peninsula as a MIOSHA Consultant.



**John Bodnar**  
Senior Occupational Safety Consultant  
MIOSHA, CET Division

Presenters: John Bodnar, Brian Kellogg, and Anthony Neroni, Senior Occupational Safety Consultants; and Curtis Johnson, Senior Industrial Hygienist; MIOSHA, CET Division

## Program Details

**DATE:** January 24, 25, & 26, 2017  
**LOCATION:** Keweenaw Economic Development Alliance  
Lakeshore Center Bldg. 1st Floor Community Room  
600 E. Lakeshore Dr.  
Houghton, Michigan 49931 (Upper Peninsula)  
**COST:** \$240 per person.  
Includes warm lunch and course materials.  
Certification/Maintenance Points Available

**TIME:** Check-in - 8:00 a.m.  
Program - 8:30 a.m. to 4:00 p.m.  
**DEADLINE:** Register by January 17, 2017  
Please register early!  
**CONTACT:** Jeff Ratcliffe - 906-482-6817  
jeff@kedabiz.com

**COSPONSOR: Keweenaw Economic Development Alliance**

## How to Register

### MIOSHA General Industry 10 Hour +

#### Four Easy Ways to Register:

- ▶ **Phone:** 906-482-6817
  - ▶ **Fax:** 906-482-9032
  - ▶ **Email:** jeff@kedabiz.com
  - ▶ **Mail:** Keweenaw Economic Development Alliance  
PO Box 724  
Houghton, MI 49931  
Attention: Jeff Ratcliffe
- Please Make Check or Money Order  
Made Payable to:  
**Keweenaw Economic Development Alliance**

*Complete Separate Registration Form For Each Attendee*

Name: \_\_\_\_\_  
Company Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Email: \_\_\_\_\_ *(Required for Registration)*  
Credit Card Type: VISA  MasterCard   
Credit Card #: \_\_\_\_\_ Exp. Date: \_\_\_\_\_  
Credit Card Holder's Name: \_\_\_\_\_  
Signature: \_\_\_\_\_

The meeting site and parking is accessible. Individuals attending the meeting are requested to refrain from using heavily scented personal care products, in order to enhance accessibility for everyone. People with disabilities requiring additional services (such as materials in alternative format) in order to participate in the meeting should call 517-284-7720 at least 30 days before the program. The Department of Licensing and Regulatory Affairs is an equal opportunity employer/program.