



An Informative Full-Day Seminar:

# Supervisor's Role... In Safety and Health

## 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 . . .

This seminar is designed for both general industry and construction first line supervision, safety and health committee members, and management personnel. Topics covered include employee safety and health training, accident investigation, hazard recognition, and self-inspection techniques. This program gives tips to supervisors on methods to integrate health and safety into their daily duties and responsibilities. Using MIOSHA General Industry and Construction standards and required written programs as a baseline, supervisors are given suggestions to improve their safety and health hazard recognition skills.

### Agenda

*We offer a flexible program agenda to emphasize the health and safety topics you want most.*

Participants will learn to:

- ▶ Identify a supervisor's major duties and responsibilities and how to integrate duties for safety and health.
- ▶ Recognize workplace hazards and corrective actions.
- ▶ Review common MIOSHA General Industry and Construction violations.
- ▶ Identify required job specific training.
- ▶ Identify how to conduct a self inspection.
- ▶ Conduct an accident investigation and complete associated paperwork.

***This course has been approved for both residential builders pre-licensure and continuing safety training requirements.***

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.

# Facilitator

Robert Atkins is an Occupational Safety Consultant with the Consultation Education and Training Division of MIOSHA. Robert currently provides consultation and training services for the Northwest Michigan counties surrounding Grand Traverse county.

Before working with the State of Michigan, Robert was an Environmental, Health & Safety Supervisor and Plant Sanitation Supervisor. His duties included accident investigation, safety training for new employees, annual safety training for all employees, chair of plant Safety committee, forklift certification and permit holder for storm water, RO water and Non-contact cooling water permits. Additional responsibilities included administration of all plant sanitation events.

Robert has a long work history in food manufacturing and aerospace. He is a graduate of Regis University with a Bachelor of Science degree in Business and Leadership.

Presenters: Robert Atkins, Occupational Safety Consultant and John Bodnar  
Senior Occupational Safety Consultant; MIOSHA-CET Division



**Robert Atkins**  
*Occupational Safety Consultant*  
*MIOSHA, CET Division*

## Program Details

DATE: November 10, 2021  
LOCATION: Wexford-Missaukee Career Technical Center  
9901 E. 13th Street  
Cadillac, Michigan 49601  
COST: \$130 per person.  
Includes warm lunch and course materials.  
Certification/Maintenance Points Available

TIME: Check-in - 8:30 a.m.  
Program - 9:00 a.m. to 5:00 p.m.  
DEADLINE: Register by November 3, 2021  
Please register early!  
CONTACT: Jennifer Gaffke – 231-876-2210  
or [jgaffke@wmisd.org](mailto:jgaffke@wmisd.org)

**COSPONSOR: Wexford-Missaukee Career Technical Center**

## How to Register

### Supervisor's Role in Safety and Health

#### To Register & Pay By Cash, Check, or Money Order:

- ▶ **Phone:** 231 876-2210
- ▶ **Fax:** 231 876-2212
- ▶ **Email:** [jgaffke@wmisd.org](mailto:jgaffke@wmisd.org)
- ▶ **Mail:** Wexford-Missaukee  
Career Technical Center  
9901 E. 13th Street  
Cadillac, Michigan 49601  
Attn: Jennifer Gaffke

#### Complete Separate Registration Form For Each Attendee

Name: \_\_\_\_\_  
Company Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Email: \_\_\_\_\_

*(Required for Registration)*

**Please Make Check or Money Order Payable to:  
Wexford-Missaukee CTC**

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 Labor and Economic Opportunity (LEO) is an equal opportunity employer/program.