

An Informative Full-day Seminar:

# MIOSHA General Industry Safety Documentation: Are You in Compliance?

## 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 course is designed to assist learners understand the basic requirements for their places of employment concerning documentation and retention under MIOSHA regulations.

As an introduction to MIOSHA's written requirements, this course will provide learners with an opportunity to determine what safety programs apply to their places of employment and determine if they need to attend one or more of the Level II General Industry Compliance courses.

Programs that require written policies or documentation such as Reporting and Recording of Occupational Injuries and Illnesses, Emergency Exits, Personal Protective Equipment, Control of Hazardous Energy Sources (LOTO), Permit Required Confined Spaces (PRCS) and Hazard Communications will be discussed. Required inspections and standards that require permits from the employer will also be reviewed. Most of the above listed programs have a full day MIOSHA Training Institute (MTI) Level II course that will cover each standard in-depth. Student will be encouraged to attend appropriate Level II courses based on their self-assessments.

### Agenda

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

Participants will learn to:

- ▶ Identify General Industry (GI) safety standards that require a written program.
- ▶ Describe and discuss key elements of documentation that are essential in each required written program.
- ▶ Discuss GI safety standards that require an inspection.
- ▶ Review of GI Safety Standards that require permitting from the employer and what needs to be documented on the permits.

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

Deborah Ziel is a Senior Occupational Safety Consultant who joined the Consultation Education and Training Division of MIOSHA in 2006. Before that, she had over a decade of safety and health experience in private industry. Deborah currently provides consultation and training services for mid-west Michigan.

Before working for the State of Michigan, Deborah was an Environmental Health and Safety Specialist in a private manufacturing facility performing safety and health functions in two Michigan Voluntary Protection Program (MVPP) STAR sites. This included, but was not limited to, injury management and record keeping, program development and implementation, regulatory and best practice training, chemical management program, industrial hygiene coordination, hazard recognition program, and safety team development and facilitation. Deborah is a graduate of Grand Valley State University with a Bachelor of Science degree in Occupational Safety and Health.



**Deborah Ziel**  
*Senior Occupational Safety Consultant*  
*MIOSHA, CET Division*

## Program Details

**DATE:** November 9, 2023  
**LOCATION:** Grand Valley State University - Pew Campus  
Bicycle Factory, Room 230  
201 Front Ave. SW  
Grand Rapids, Michigan 49504  
**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 4:00 p.m.  
**DEADLINE:** Register by November 2, 2023  
Please register early!  
**CONTACT:** Lauren Fodor – 616-331-7180,  
or [fodorla@gvsu.edu](mailto:fodorla@gvsu.edu)

***Inclement Weather Line: 616-331-2020***

***COSPONSOR: Grand Valley State University Center for Adult & Continuing Studies***

## How to Register

### ***To Register and Pay by Check or Money Order***

- ▶ **Email:** [learn@gvsu.edu](mailto:learn@gvsu.edu)
- ▶ **Mail:** Grand Valley State University  
Center for Adult & Continuing Studies  
Attn: Lauren Fodor  
301 W. Fulton, EC 718  
Grand Rapids, MI 49504-6495

### ***To Register and Pay By Credit Card***

- ▶ **Web:** [www.gvsu.edu/learn/miosha](http://www.gvsu.edu/learn/miosha)
- ▶ **Phone:** 616-331-7180

## MIOSHA General Industry Safety Documentation: Are You in Compliance?

### ***Complete Separate Registration Form For Each Attendee***

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

***(Needed for Registration)***

**Please make check or money order payable to:  
Grand Valley State University Center for Adult &  
Continuing Studies (Attention: Lauren Fodor)**

**The meeting site and parking are 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.**