

## Craft Specific Safety Training

Over the last seven months we have been working hard to develop and implement many aspects of our Safety Management System. In early May we launched our safety orientation and annual safety training module that introduces controls for the hazards that we might encounter in our business as well as the safety training needed to help navigate our workforce around the risks that are ever present in our workplaces.

The time has come to kick off our craft specific safety training program. This training is created to provide each worker with the specific safety training and hazard controls needed to maintain a high level of safety during all the tasks and routine work functions associated with our craft specific roles and responsibilities.

Here is what you need to know to meet the requirements of this program:

1. Upon hire and each year prior to January 31<sup>st</sup>, every employee must take/retake the Safety Orientation and Annual Basic Safety Awareness Training.
2. Each week the safety department will generate a new safety training module along with a list of employees that must complete that module during the forthcoming week.
3. The weekly module assignments will continue every week for 29 weeks.
4. Some of you will be required to complete as many as 24 modules, while others will only be required to complete 2 modules.
5. You **MUST** complete your assigned module during the week assigned. If you are on vacation that week, you must complete the module on the week that you return. You may complete safety training ahead of the assignment week.
6. If you feel that you have been assigned a training module that does not apply to the hazard exposures related to your work, please reach out to the safety department.
7. The safety training scorecard will be maintained in the Training tab at [www.iws.support](http://www.iws.support) under the link "Training Matrix".

The training assignment for this week is **Confined Space Awareness Training**. This training **is required of all field workers and field management**. A link to the roster of training assignments for each week will be available at [www.iws.support](http://www.iws.support) in the Training tab or by clicking on this link: <https://iws.support/week-1-training>

